



North Central Texas Council of Governments

TO: NCTCOG Executive Board **DATE:** July 21, 2016
FROM: Mike Eastland
 Executive Director
SUBJECT: Executive Board Meeting

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

DATE: July 28, 2016

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

NCTCOG NEW BOARD MEMBER ORIENTATION:

TIME: 9:00 AM (All members are welcome, but please let us know if you plan to attend.)

NCTCOG BOARD MEETING

TIME: 12:00 noon – Lunch
 12:45 p.m. – Executive Board Meeting

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

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

ME:sc

**616 Six Flags Drive, Centerpoint Two
P.O. Box 5888, Arlington, Texas 76005-5888
(817) 640-3300 FAX: 817-608-2372
www.nctcog.org**

North Central Texas Council of Governments

616 Six Flags Drive, Arlington, TX, 76011

EXECUTIVE BOARD AGENDA

July 28, 2016

12:45 P.M.

Executive Board

_____ Lissa Smith	_____ Kelly Allen Gray	_____ Keith Self
_____ Tom Lombard	_____ Clay Jenkins	_____ Ray Smith
_____ Kevin Strength	_____ Lee Kleinman	_____ Chris Watts
_____ John Horn	_____ Jeff Leach	_____ Glen Whitley
_____ Bruce Archer	_____ Dan McClendon	_____ Kathryn Wilemon
_____ J. D. Clark	_____ Bobbie Mitchell	_____ Bruce Wood

Staff

_____ Mike Eastland	_____ Edith Marvin	_____ Christy Williams
_____ Monte Mercer	_____ Michael Morris	_____ Lucille Johnson
_____ Tim Barbee	_____ David Setzer	_____ Stephanie Cecil
_____ Doni Green	_____ Molly McFadden	

REGULAR SESSION

Call to order time: _____

Pledge to the United States and Texas Flags

ACTION:

Motion/ Second	Item #	Name of Item
_____/____	1	Approval of Minutes
_____/____	2	Resolution to Accept and Approve the Quarterly Investment Report - Monte Mercer
_____/____	3	Resolution Authorizing a Lease Agreement for the Stephenville Workforce Center - David Setzer
_____/____	4	Resolution Authorizing a Contract Amendment with BrandEra, Inc. for Communications and Outreach Services - David Setzer

- ___/___ 5 Resolution Endorsing the 2016 North Central Texas Water Quality Management Plan - Edith Marvin

- ___/___ 6 Resolution Authorizing Contracts for Pavement Analysis Services as part of NCTCOG's North Texas SHARE Program - Edith Marvin

- ___/___ 7 Resolution Endorsing Submittal of Grant Application to the Department of Energy for Cities Leading through Energy Analysis and Planning - Edith Marvin

- ___/___ 8 Resolution Authorizing an Agreement and Receipt of Funds from the Texas Commission on Environmental Quality - Michael Morris

- ___/___ 9 Resolution Authorizing Contract Amendment with Unison Consulting, Inc., Related to Surveys at Dallas/Fort Worth International Airport and Dallas Love Field Airport - Michael Morris

APPOINTMENTS:

- ___/___ 10 Appointments to Executive Board Standing Committees - Lissa Smith

STATUS REPORTS:

- 11 Status Report on the North Central Texas Council of Governments' Recently Completed 2016 Federal Transit Administration Triennial Review - Michael Morris

- 12 Status Report on The 2016 Big X Multi-Disciplinary, Multi-Jurisdictional Full-Scale and Functional Exercise - Molly McFadden

- 13 NCTCOG 50th Anniversary Celebration Workforce - David Setzer

MISCELLANEOUS:

- 14 Old and New Business

- 15 Future Calendar and Attendance

Adjournment: _____

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

Minutes — June 23, 2016

Transportation Council Room

616 Six Flags Drive
Arlington, Texas

President Smith called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 2:52 pm. She acknowledged and welcomed the two new Board members in attendance: Mayor of Prosper, Ray Smith and Kaufman County Judge, Bruce Wood.

Members of the Board Present:

Lissa Smith – President, Mayor Pro Tem, City of Plano
Tom Lombard – Vice President, Councilmember, City of North Richland Hills
Kevin Strength – Secretary/Treasurer, Mayor, City of Waxahachie
John Horn – Past President, County Judge, Hunt County
J.D. Clark, County Judge, Wise County
Clay Jenkins, County Judge, Dallas County
Jeff Leach, State Representative
Dan McClendon, Mayor Pro Tem, City of Burleson
Bobbie Mitchell, Commissioner, Denton County
Ray Smith, Mayor, City of Prosper
B. Glen Whitley, County Judge, Tarrant County
Kathryn Wilemon, Councilmember, City of Arlington
Bruce Wood, County Judge, Kaufman County

Members of the Board Absent:

Bruce Archer, Deputy Mayor Pro Tem, City of Mesquite
Kelly Allen Gray, Councilmember, City of Fort Worth
Lee Kleinman, Councilmember, City of Dallas
Keith Self, County Judge, Collin County
Chris Watts, Mayor, City of Denton

Members of the Staff Present:

Mike Eastland, Executive Director
Monte Mercer, Deputy Executive Director
Tim Barbee, Chief Information Officer, Research and Information Services
Doni Green, Director of Aging
Michael Morris, Director of Transportation
Molly Thoerner, Director of Emergency Preparedness
Lucille Johnson, Assistant to the Executive Director
Stephanie Cecil, Administrative Assistant, EDO
Dan Kessler, Assistant Director of Transportation
Ken Kirkpatrick, Transportation Counsel
Karen Richard, Chief Human Resources Officer
Mark Brown, Program Manager, 9-1-1
Dana Buckholt, Operations Manager, Workforce
Lori Clark, Principal Planner, Transportation
Christie Gotti, Senior Program Manager, Transportation
Chris Klaus, Senior Program Manager, Transportation
Molly Rendon, Assistant Director of Finance, Administration
Shannan Ramirez, Chief Accounting Officer, Administration
LeAnna Russell, Technical Coordinator, 9-1-1
Marti Mason, Fiscal Analyst, Administration

Heather Mazac, Compliance Legal Advisor, Administration
E.J. Harbin, Purchasing Manager, Administration
Elisabeth Hall, Senior Accountant, Administration
Amy Waslelewski, Planner, Transportation

REGULAR SESSION

ACTION:

Item 1 Approval of Minutes

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

Upon a Motion by Judge Horn (seconded by Judge Whitley), and unanimous vote of all members present, the Board approved the minutes of the May 26, 2016, Executive Board meeting.

Item 2 Resolution Supporting a 2015 International Green Construction Code Position Paper and Guidelines

Tamara Cook, Manager, Environment and Development, explained that NCTCOG has worked with its member governments to actively promote the standardization of model construction codes since 1967, when the Regional Codes Strategy Committee first documented the wide disparity in codes used by cities in the region. The adoption of standardized codes and regional amendments has helped municipalities reduce the cost of training codes personnel and made it easier for contractors, builders, and developers to do work from city to city, thereby reducing overall construction costs. Since the adoption of the International Green Construction Code (IgCC) is optional for local governments, the RCCC's Energy and Green Advisory Board elected not to recommend adoption. They are providing an informational Position Paper and Guidelines (Attachment 1 of the Resolution) and have asked the Board to support the position paper and guidelines as advisory documents.

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

See Exhibit E16-06-02

Item 3 Resolution Authorizing Contract Amendment with Quality Medical Services

Doni Green, Director of Aging, explained that in its role as the designated Area Agency on Aging (AAA), NCTCOG has a current contract with Quality Medical Services (QMS) to provide equipment and supplies, in an amount of \$200,000. This contract is set to expire on June 30, 2016 and AAA wishes to align this biennial contract process with other Aging programs and use the federal fiscal year as the period of performance. To achieve this, the current contract period will be extended to September 30, 2016 with a total not to exceed amount of \$250,000. NCTCOG would then procure a vendor for the next two year period to begin October 1, 2016.

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

See Exhibit E16-06-03

Item 4 Resolution Authorizing a Contract with ServiceMaster Quality Cleaning Services for Workforce Center Janitorial Services

Randy Richardson, Fiscal Manger, Administration, reminded the Board that this item was postponed from the May Executive Board meeting to double-check the contract for assurances in a number of areas. He provided the Board with the questions used to address the Board's concerns and the answers that were provided by the recommended contractor, ServiceMaster Quality Cleaning Services. He explained that NCTCOG currently contracts with Pritchard Industries Southwest Inc. to provide the janitorial services to ten of the eleven workforce centers. The current contract ends June 30, 2016, but Pritchard has agreed to extend services until July 31, 2016 in order for the new janitorial company to successfully transition. He asked the Board to approve a contract

with ServiceMaster Quality Cleaning Services for janitorial services (beginning August 1, 2016 and continuing through July 31, 2017) including, two (2) optional one (1) year renewals, in an amount not to exceed \$165,000 annually.

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

See Exhibit E16-06-04

Judge Jenkins joined the meeting.

Item 5 Resolution Authorizing an Agreement with the City of Dallas Concerning the Curb Lane Parking Study and Real-Time Parking Map

Michael Morris, Director of Transportation, explained that the Regional Transportation Council (RTC) and the City of Dallas have developed a pilot project for the region, as part of the City of Dallas Smart Parking Program. In this pilot project, a Curb Lane Management Study will evaluate Dallas' curb lane parking space and develop a mobile mapping system application. The application will provide real-time parking information and a real time parking map, including availability, rates, access to payment, and access to multi-modal trip planning, for City of Dallas owned parking facilities. This project was included in the 2017-2020 Transportation Improvement Program Development Draft Final Listings adopted by the RTC in May of 2016. Approximately \$100,000 from the City of Dallas will serve as the local match to the \$400,000 in federal Surface Transportation Program-Metropolitan Mobility funds allocated by the RTC.

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

See Exhibit E16-06-05

Item 6 Resolution Authorizing an Agreement with the Fort Worth Transportation Authority for a Short-Term TEX Rail Loan

Michael Morris, Director of Transportation, informed the Board that the Regional Transportation Council (RTC) approved this loan for the Fort Worth Transportation Authority (FWTA) on May 12, 2016; and have programmed \$80 million in Regional Toll Revenue (RTR) funds for the loan. The \$80 million short-term loan will assist with the cash flow associated with the construction of the TEX Rail passenger rail line. The FWTA has funds available to cash flow the construction of the project through approximately January 2017, and anticipates executing a Full Funding Grant Agreement (FFGA) with the Federal Transit Administration (FTA) in the fall of 2016 (or at the latest April 2017) that would enable them to draw down an additional \$150 million in federal funds from FTA. In the event the execution of the FFGA extends beyond that timeframe, the FWTA will need assistance to cash flow the construction during the interim period. The loan is contingent on confirmation that expenses incurred prior to the execution of the FFGA can be reimbursed with federal funds; and on the loan being repaid by April 15, 2017, or 60 days after the execution of the FFGA, whichever is sooner. Should the FFGA not be signed, the FWTA will be obligated to repay the loan with an appropriate interest rate.

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

See Exhibit E16-06-06

Item 7 Resolution Endorsing the 2017-2020 Transportation Improvement Program for North Central Texas

Michael Morris, Director of Transportation, explained that the 2017-2020 Transportation Improvement Program (TIP) has been approved by the Regional Transportation Council. The TIP is a staged, multi-year program of project listings that are approved for funding by federal, State, and local sources within the Dallas-Fort Worth area. The TIP is developed every two years and is required by the federal Fixing America's Surface Transportation (FAST) Act. The projects in the TIP are consistent with Mobility 2040: The Metropolitan Transportation Plan for North Central Texas and the resulting air quality conformity analysis. All regionally significant surface transportation improvements, regardless of funding source, within the Dallas-Fort Worth ozone nonattainment area must be inventoried and included in the TIP and the Statewide Transportation Improvement

Program (STIP) for the conformity analysis requirements of the Clean Air Act Amendments of 1990.

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

See Exhibit E16-06-07

Item 8 Resolution Re-Approving the Receipt of Funds for Planning and Implementation Programs

Michael Morris, Director of Transportation, explained that the Texas Department of Transportation (TxDOT) Contract Services department recently requested that resolutions included in agreements be approved within two-months of the time they are submitted to TxDOT for development. In order to execute agreements, the Contract Services Office has requested an updated resolution approving receipt of funds previously approved by the Board and programmed for the continuation and enhancement of existing transportation and air quality initiatives for Fiscal Years 2015-2018, including Surface Transportation Program–Metropolitan Mobility funds, Congestion Mitigation and Air Quality Improvement Program funds, Regional Toll Revenue funds, and associated local matching funds of approximately \$40.24 million.

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

See Exhibit E16-06-08

APPOINTMENTS:

Item 9 Appointment of Officers for the Surface Transportation Technical Committee and Notification of Regional Transportation Council Officers for the 2016-2017 Term

Michael Morris, Director of Transportation, announced the new Regional Transportation Council (RTC) officers, and asked for Board approval of the officers for the Surface Transportation Technical Committee, as stipulated in the RTC Bylaws.

RTC Officers:

Chair: Ron Jensen, Mayor, City of Grand Prairie
Vice Chair: Rob Franke, Mayor, City of Cedar Hill
Secretary: Gary Fickes, Commissioner, Tarrant County

STTC officers recommended for Board approval:

Chair: Loyl Bussell, Deputy District Engineer, TXDOT, Fort Worth District
Vice Chair: Todd Plesko, Vice President of Planning and Development, DART
Secretary: Mohamed "Mo" Bur, Director of Transportation Planning and Development, TXDOT, Dallas District

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

See Exhibit E16-06-09

STATUS REPORTS:

Item 10 Status Report on Regional Managed Lane System

Michael Morris, Director of Transportation, explained that for the last two decades, the Dallas-Fort Worth region has been planning and implementing what will soon be an extensive system of tolled managed lanes. Performance data is now becoming available that will help decision makers understand the impact that these lanes have on the system and on the individual user. He described the current status of Tolled Managed Lanes, as follows:

- Open tolled managed lanes: North Tarrant Express, LBJ Express, DFW Connector.

- Tolloed managed lanes opening soon, under construction or in advanced project development: IH 30, Midtown Express – SH 183/SH 114/Loop 12, IH 35W, IH 35E.

Mr. Morris told the Board that the region had recently won an award in recognition of innovations in planning, developing and funding to bring this robust managed lane system to fruition. The Transportation Research Board High-Occupancy Vehicle and Managed Lane Committee honored NCTCOG, the Texas Department of Transportation, the North Texas Tollway Authority, and the private developers Cintra and Meridiam with the inaugural Don Capelle Leadership Award at the recent 15th International Conference on Managed Lanes.

Item 11 Status Report on Aging Faith-Based/Volunteer Respite Program

Doni Green, Director of Aging, announced that the Aging program, through its Aging and Disability Resource Center (NCT-ADRC) has been awarded \$48,820 from the Texas Department of Aging and Disability Services (DADS) to provide respite services to caregivers of individuals with physical, mental, and intellectual disabilities. The award will be used to help fund three new therapeutic horse-riding summer camps for riders under and over 60 years of age, and for veterans, police officers, paramedics and persons with cancer. The camps will be offered by a nonprofit Parker County organization, Stars and Strides, which is certified by the Professional Association of Therapeutic Horsemanship International. All funding must be used by August 31, 2016.

Item 12 NCTCOG 50th Anniversary Celebration 9-1-1

In celebration of NCTCOG's 50th Anniversary, and a continuation on the focus of the development of NCTCOG programs over its first 50 years, Christy Williams, Director of 9-1-1, briefed the Board on the expansion and enhancement of 9-1-1 services. She explained that as the NCTCOG celebrates 50 years, June 2016 marks THE 25th Anniversary for 9-1-1 service in the region. In 1987, with the passage of HB 911, the Legislature requested Texas' regional planning councils (COGs) to undertake 9-1-1 planning and implementation activities on behalf of their local governments. After two years of planning, coordinating system design, and general preparation, implementation of Enhanced 9-1-1 began June 1991. In total, thirteen countywide and five municipal systems, which include 43 Public Safety Answering Points (PSAPs), were developed during the period June 1991 through January 1992. More information on the 9-1-1 Department and the services offered over time can be found on the NCTCOG 50TH Anniversary Website at <http://www.nctcog.org/50/>.

MISCELLANEOUS:

Item 13 Old and New Business

Mr. Eastland welcomed and congratulated the new Board Officers and members. He told them that an orientation will be held at the July meeting, beginning at 9:00 am, and said that all members were welcome.

Item 14 Attendance and Calendar

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

There being no other business, President Smith adjourned the meeting.

Approved by:

Checked by:

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

Mike Eastland, Executive Director
 North Central Texas Council of Governments

July 28, 2016 – Item 2



North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

DATE: July 20, 2016

FROM: Monte Mercer
Deputy Executive Director

SUBJECT: 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 June 30, 2016.

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

In addition, a supplementary schedule regarding the State's investment activity of the Regional Toll Revenue funds, as well as the NTTA Hwy 161 funds, has been provided. I will be available at the Board meeting to answer any questions.

MM:rm

**616 Six Flags Drive, Centerpoint Two
P.O. Box 5888, Arlington, Texas 76005-5888
(817) 640-3300 FAX: 817-608-2372
www.nctcog.org**

**RESOLUTION TO ACCEPT AND APPROVE
THE QUARTERLY INVESTMENT REPORT**

WHEREAS, the North Central Texas Council of Governments' Quarterly Investment Report for the quarter ended June 30, 2016 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 North Central Texas Council of Governments Executive Board hereby accepts the Quarterly Investment Report for the quarter ended June 30, 2016.

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

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

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on July 28, 2016.

Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie

NCTCOG Quarterly Investment Report
Fiscal Year 2016 Quarter 3
Ended 6-30-2016

Investment Portfolio Detail
by Fund

Description	Account #	Program	Beginning					% of Total
			Balance	Deposits	Withdrawals	Interest	Ending Balance	
TexPool	2200400001	General Operating	\$ 7,026,412.37	\$ 5,459,365.59	\$ (7,586,718.51)	\$ 4,885.69	\$ 4,903,945.14	9.30%
Logic	756049012-001	General Operating	438.89	-	-	0.78	439.67	0.00%
TexStar	1111-000	General Operating	4,961,218.28	-	(514,723.58)	4,572.84	4,451,067.54	8.44%
General Fund			\$ 11,988,069.54	\$ 5,459,365.59	\$ (8,101,442.09)	\$ 9,459.31	\$ 9,355,452.35	17.74%
TexPool	2200400002	Solid Waste	\$ 485,519.54	586,718.51	-	502.55	\$ 1,072,740.60	2.03%
TexPool	2200400005	Air Check Texas	19,599,152.62	-	(1,634,691.84)	16,728.16	17,981,188.94	34.10%
TexPool	2200400005	9-1-1 Operating	1,024,668.31	-	(340,725.54)	838.66	684,781.43	1.30%
TexPool	2200400007	Transportation Revenue Center 5 Funds	9,629,682.27	-	(1,733,948.21)	8,088.20	7,903,822.26	14.99%
TexStar	1111001	Transportation	-	-	-	-	-	0.00%
TexStar	2100999	Exchange Funds Principal Pooled	10,362,651.70	514,723.58	(9,798.38)	9,798.38	10,877,375.28	20.63%
TexStar	3100999	Exchange Funds Earnings Pooled	4,840,945.91	9,798.38	-	4,543.92	4,855,288.21	9.21%
Special Revenue Fund			\$ 45,942,620.35	\$ 1,111,240.47	\$ (3,719,163.97)	\$ 40,499.87	\$ 43,375,196.72	82.26%
Total			\$ 57,930,689.89	\$ 6,570,606.06	\$ (11,820,606.06)	\$ 49,959.18	\$ 52,730,649.07	100.00%

Investment Portfolio Detail
by Investment Type

Description	Account #	Program	Beginning					% of Total
			Balance	Deposits	Withdrawals	Interest	Ending Balance	
TexPool	2200400001	General Operating	\$ 7,026,412.37	\$ 5,459,365.59	\$ (7,586,718.51)	\$ 4,885.69	\$ 4,903,945.14	9.30%
TexPool	2200400002	Solid Waste	485,519.54	586,718.51	-	502.55	1,072,740.60	2.03%
TexPool	2200400004	Air Check Texas	19,599,152.62	-	(1,634,691.84)	16,728.16	17,981,188.94	34.10%
TexPool	2200400005	9-1-1 Operating	1,024,668.31	-	(340,725.54)	838.66	684,781.43	1.30%
TexPool	2200400007	Transportation Revenue Center 5 Funds	9,629,682.27	-	(1,733,948.21)	8,088.20	7,903,822.26	14.99%
TexPool			\$ 37,765,435.11	\$ 6,046,084.10	\$ (11,296,084.10)	\$ 31,043.26	\$ 32,546,478.37	61.72%
Logic	756049012001	General Operating	\$ 438.89	\$ -	-	\$ 0.78	\$ 439.67	0.00%
TexStar	1111000	General Operating	\$ 4,961,218.28	-	(514,723.58)	4,572.84	\$ 4,451,067.54	8.44%
TexStar	1111001	Transportation	-	-	-	-	-	0.00%
TexStar	2100999	Exchange Funds Principal Pooled	10,362,651.70	514,723.58	(9,798.38)	9,798.38	10,877,375.28	20.63%
TexStar	3100999	Exchange Funds Earnings Pooled	4,840,945.91	9,798.38	-	4,543.92	4,855,288.21	9.21%
TexStar			\$ 20,164,815.89	\$ 524,521.96	\$ (524,521.96)	\$ 18,915.14	\$ 20,183,731.03	38.28%
Total			\$ 57,930,689.89	\$ 6,570,606.06	\$ (11,820,606.06)	\$ 49,959.18	\$ 52,730,649.07	100.00%

NCTCOG Quarterly Investment Report
Fiscal Year 2016 Quarter 3
Ended 6-30-2016

Investment Portfolio Summary

Description	Beginning		Withdrawals	Interest	Ending Balance	% of Total
	Balance	Deposits				
General Fund	\$ 11,988,069.54	\$ 5,459,365.59	\$ (8,101,442.09)	\$ 9,459.31	\$ 9,355,452.35	17.74%
Special Revenue	45,942,620.35	1,111,240.47	(3,719,163.97)	40,499.87	43,375,196.72	82.26%
Total	\$ 57,930,689.89	\$ 6,570,606.06	\$ (11,820,606.06)	\$ 49,959.18	\$ 52,730,649.07	100.00%

Fiscal Year 2016 to Date

Pool Description	Beginning		Withdrawals	Interest	Ending Balance	% of Total
	Balance	Deposits				
TexPool	\$ 14,128,468.32	\$ 59,565,076.96	\$ (41,215,061.96)	\$ 67,995.05	\$ 32,546,478.37	61.72%
Logic	438.12	-	-	1.55	439.67	0.00%
TexStar	23,640,836.21	999,946.03	(4,499,946.03)	42,894.82	20,183,731.03	38.28%
Total	\$ 37,769,742.65	\$ 60,565,022.99	\$ (45,715,007.99)	\$ 110,891.42	\$ 52,730,649.07	100.00%

Year to Date Interest

Pool Description	Fiscal Year 2016			Fiscal Year 2015		
	General Fund	Special Revenue	Total	General Fund	Special Revenue	Total
	TexPool	\$ 7,936.36	\$ 60,058.69	\$ 67,995.05	\$ 1,844.28	\$ 6,339.10
Logic	1.55	-	1.55	0.01	-	0.01
TexStar	11,449.36	31,445.46	42,894.82	1,477.28	9,272.24	10,749.52
Total	\$ 19,387.27	\$ 91,504.15	\$ 110,891.42	\$ 3,321.57	\$ 15,611.34	\$ 18,932.91

Interest Rate Averages

Rate Description	June-2016	June-2015	FY 2016 Qtr 3	FY 2015 Qtr 3	FY 2016 thru June-2016	FY 2015 thru June-2015
	90 Day T-Bill	0.2700%	0.0200%	0.2567%	0.0200%	0.2222%
TexPool	0.3633%	0.0575%	0.3471%	0.0551%	0.2589%	0.0446%
Logic	0.5640%	0.1249%	0.5525%	0.1167%	0.4014%	0.0999%
TexStar	0.3927%	0.0719%	0.3762%	0.0688%	0.2747%	0.0559%

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

Regional Toll Revenue (RTR) Supplementary Report ⁽¹⁾
Fiscal Year 2016 Quarter 3
Thru 5-31-2016

Investment Balances Summary

This Month

Fund Description	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance	% of Total
RTR	\$ 717,780,630.13	\$ -	\$ (20,040,093.35)	\$ 503,324.15	\$ 698,243,860.93	64.96%
RTR-REVOLVING FUND	318,989,862.99	677,009.91	(147,892.74)	219,426.92	319,738,407.08	29.75%
SH161 FUNDS	44,807,048.41	-	(4,293,575.49)	31,387.72	40,544,860.64	3.77%
SH162 FUNDS	17,100,640.10	-	(786,476.21)	11,724.08	16,325,887.97	1.52%
Total	\$ 1,098,678,181.63	\$ 677,009.91	\$ (25,268,037.79)	\$ 765,862.87	\$ 1,074,853,016.62	100.00%

This Quarter

Fund Description	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance	% of Total
RTR	\$ 752,950,887.12	\$ -	\$ (55,721,740.63)	\$ 1,014,714.44	\$ 698,243,860.93	64.96%
RTR-REVOLVING FUND	321,455,934.94	1,323,822.92	(3,478,172.22)	436,821.44	319,738,407.08	29.75%
SH161 FUNDS	47,037,570.61	-	(6,556,442.23)	63,732.26	40,544,860.64	3.77%
SH162 FUNDS	17,088,913.92	-	(786,476.21)	23,450.26	16,325,887.97	1.52%
Total	\$ 1,138,533,306.59	\$ 1,323,822.92	\$ (66,542,831.29)	\$ 1,538,718.40	\$ 1,074,853,016.62	100.00%

Last Quarter

Fund Description	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance	% of Total
RTR	\$ 817,300,060.01	\$ -	\$ (65,796,761.07)	\$ 1,447,588.18	752,950,887.12	66.13%
RTR-REVOLVING FUND	332,305,869.68	1,949,623.33	(13,390,908.18)	591,350.11	321,455,934.94	28.23%
SH161 FUNDS	59,007,741.29	-	(12,074,723.78)	104,553.10	47,037,570.61	4.13%
SH162 FUNDS	20,950,912.84	-	(3,899,097.82)	37,098.90	17,088,913.92	1.50%
Total	\$ 1,229,564,583.82	\$ 1,949,623.33	\$ (95,161,490.85)	\$ 2,180,590.29	\$ 1,138,533,306.59	100.00%

⁽¹⁾ All funds are invested by the Texas Treasury Safekeeping Trust Company; interest earned in the current month is credited in the following month

Regional Toll Revenue (RTR) Supplementary Report ⁽¹⁾
Fiscal Year 2016 Quarter 3
Thru 5-31-2016

Investment Balances Summary

Fiscal Year 2016 to Date

Fund Description	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance	% of Total
RTR	\$ 850,686,250.48	\$ 8,000,000.00	\$ (164,051,435.40)	\$ 3,609,045.85	\$ 698,243,860.93	64.96%
RTR-REVOLVING FUND	337,260,507.20	5,224,446.86	(24,237,895.78)	1,491,348.80	319,738,407.08	29.75%
SH161 FUNDS	59,115,446.44	-	(18,820,091.67)	249,505.87	40,544,860.64	3.77%
SH162 FUNDS	20,922,029.49	-	(4,685,574.03)	89,432.51	16,325,887.97	1.52%
Total	\$ 1,267,984,233.61	\$ 13,224,446.86	\$ (211,794,996.88)	\$ 5,439,333.03	\$ 1,074,853,016.62	100.00%

Inception to Date

Fund Description	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance	% of Total
RTR	\$ -	\$ 2,525,540,060.13	\$ (2,023,390,941.36)	\$ 196,094,742.16	\$ 698,243,860.93	64.96%
RTR-REVOLVING FUND	-	1,032,599,983.24	(761,789,787.20)	48,928,211.04	319,738,407.08	29.75%
SH161 FUNDS	-	150,221,700.03	(112,300,113.95)	2,623,274.56	40,544,860.64	3.77%
SH162 FUNDS	-	50,073,900.01	(34,568,835.21)	820,823.17	16,325,887.97	1.52%
Total	\$ -	\$ 3,758,435,643.41	\$ (2,932,049,677.72)	\$ 248,467,050.93	\$ 1,074,853,016.62	100.00%

Interest Rate Averages

Rate Description	May-2016	May-2015	FY 2016 Qtr 3 thru May-2016	FY 2015 Qtr 3 thru May-2015	FY 2016 thru May- 2016	FY 2015 thru May- 2015
90 Day T-Bill	0.2700%	0.0200%	0.2500%	0.0200%	0.2163%	0.0238%
TexPool	0.3399%	0.0553%	0.3390%	0.0539%	0.2459%	0.0429%
Logic	0.5496%	0.1122%	0.5468%	0.1126%	0.3811%	0.0967%
TexStar	0.3664%	0.0643%	0.3680%	0.0672%	0.2599%	0.0539%
State Comptroller	0.8188%	0.3734%	0.8266%	0.3845%	0.7184%	0.3995%

⁽¹⁾ All funds are invested by the Texas Treasury Safekeeping Trust Company; interest earned in the current month is credited in the following month



North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

FROM: David K. Setzer
Director of Workforce Development

DATE: July 20, 2016

SUBJECT: Resolution Authorizing a Lease Agreement for the Stephenville Workforce Center

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 (Workforce Board), operates a number of workforce centers throughout the region including a location at 2165 West South Loop in Stephenville, Texas. This location contains 3,000 square feet and is leased at a price per square foot of \$12.60 (including taxes, insurance, and common area maintenance but excluding janitorial and utilities). The current three (3) year lease term expires on July 31, 2016.

The Texas Workforce Commission (TWC) has informed Workforce Boards that beginning on September 1, 2016, the Texas Department of Assistive and Rehabilitative Services (DARS) will be assumed by TWC. DARS has multiple facilities located across Texas which are utilized primarily for retraining and rehabilitation services for people with disabilities. DARS currently has eighty four (84) staff in the region at the following facilities:

- McKinney
- Lewisville
- Stephenville
- Cleburne
- Plano
- Greenville
- Denton
- Corsicana
- Waxahachie
- Weatherford

At this time, it is uncertain exactly what the impact will be to the NCTCOG's workforce centers. Due to this uncertainty, staff recommend that the Stephenville lease only be extended for a one (1) year term. This will provide time for the transition plan to become more concrete.

Donald Peacock (landlord) has agreed to a one (1) year lease extension of the current Workforce Center facility at a price per square foot not to exceed a rate of \$12.80 (price includes base rent, taxes, insurance, and common area maintenance but excludes electric and janitorial amounts).

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

NCTCOG staff believes that this is still an optimum location for our Workforce Center due to the pricing, close proximity to major roads and thorough fares, and adequate parking.

A draft resolution authorizing a one (1) year lease agreement with Donald Peacock is attached for Executive Board consideration. I will provide a brief presentation of this item and will be available to answer any questions prior to requesting board approval.

**RESOLUTION AUTHORIZING A LEASE AGREEMENT FOR
THE STEPHENVILLE WORKFORCE CENTER**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) serves as the Administrative Entity and designated Grant Recipient/Fiscal Agent of the North Central Texas Workforce Development Board (Workforce Board); and,

WHEREAS, NCTCOG currently has a lease agreement, expiring July 31, 2016, for 3,000 square feet of office space for operation of a Workforce Center located at 2165 West South Loop in Stephenville, Texas; and,

WHEREAS, TWC has informed the Workforce Board that the Texas Department of Rehabilitative Services (DARS) will be assumed by TWC as of September 1, 2016 and it's currently uncertain what impact this will have on NCTCOG's existing workforce centers ; and,

WHEREAS, due to the uncertainty, staff recommends a one (1) year lease agreement beginning August 1, 2016, at a price per square foot of \$12.80 (including taxes, insurance, and common area maintenance but excluding utilities and janitorial).

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. A lease agreement between NCTCOG and Donald Peacock for the property located at 2165 West South Loop in Stephenville, Texas, for one (1) year beginning August 1, 2016, at a price of \$12.80 per square foot (including taxes, insurance and common area maintenance but excluding utilities and janitorial) be and is hereby approved.

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

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





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

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on July 28, 2016.

Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Councilmember, City of Waxahachie

Stephenville, TX
Comparison Chart - Retail & Office Properties

Exhibit A

Building Picture	Building Address/Name	Bldg. Size (sf)	Avail Space (sf)	% Leased	Avg. Base Rate (\$/sf)	Rate Type	OPEX* (\$/sf)	Gross Rate net of E & J (\$/sf)**	Parking Ratio per 1,000 sf	TI Allowance (\$/sf)	Yr. Built
	2165 W. South Loop (Current Workforce Center Location - 3,000 sf)	4,200	3,000	29%	\$12.80	Gross	\$0.00	\$12.80	4.3/1,000	\$0.50	2005
	2900 W Washington St Bosque River Centre	221,194	30,000	91%	\$10.00	NNN	\$2.96	\$12.96	5.19	\$3.00	1981
	2135 W Washington St University Plaza (Will divide)	17,408	6,930	60%	\$12.00	NNN	\$2.80	\$14.80	Ample	\$25.00	2006
	210 Wolfe Nursery Rd Washington Square	25,163	4,360	78%	\$16.00	NNN	\$3.00 (est.)	\$19.00	92 spaces	\$5.00 (est.)	2000

Average Gross Rate (\$/sf) \$14.89

* The estimated OPEX include taxes, insurance and CAM only.

**Gross rate equals Base Rate + Operating Expenses (NNN's), however, electrical and janitorial are not factored in.



North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

FROM: David K. Setzer
Director of Workforce Development

DATE: July 20, 2016

SUBJECT: Resolution Authorizing a Contract Amendment with BrandEra, Inc. for Communications and Outreach 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 (Workforce Board), conducted a competitive procurement in August 2015 for communication and outreach services focused on building awareness of available Workforce services and resources. In October 2015, the NCTCOG Executive Board authorized a one (1) year contract with four (4) optional one (1) year renewals with BrandEra, Inc. for communication and outreach services in an amount not to exceed \$100,000 annually.

Since that time, additional funding was identified to be utilized for communication and outreach purposes which has caused expenditures to exceed the current annual limitation of \$100,000. As a result, NCTCOG staff is requesting removal of the yearly expenditure limitation to provide flexibility to expend funds as they become available within the original authorized \$500,000 not to exceed contract amount approved in October 2015.

A draft resolution authorizing a contract amendment with BrandEra, Inc., to remove the annual \$100,000 expenditure limitation and establish a total not to exceed contract amount of \$500,000 is attached for Executive Board consideration. I will provide a brief presentation and be available to answer any questions prior to requesting Board approval.

RESOLUTION AUTHORIZING A CONTRACT AMENDMENT WITH BRANDERA INC. FOR COMMUNICATIONS AND OUTREACH SERVICES

WHEREAS, the North Central Texas Council of Governments (NCTCOG) serves as the Administrative Entity and designated Grant Recipient/Fiscal Agent of the North Central Texas Workforce Development Board (Workforce Board); and,

WHEREAS, NCTCOG conducted a competitive procurement for communication and outreach services in August 2015 and, following evaluation, BrandEra, Inc., was recommended to provide such services; and,

WHEREAS, the NCTCOG Executive Board authorized a one (1) year contract with four (4) optional one (1) year renewals with BrandEra, Inc. for communication and outreach services in an amount not to exceed \$100,000 annually; and,

WHEREAS, NCTCOG staff is requesting removal of the yearly expenditure limitation to provide flexibility to expend funds as they become available within the original authorized \$500,000 not to exceed contract amount approved in October 2015.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. A contract amendment with BrandEra, Inc., to remove the annual \$100,000 expenditure limitation and establish a total not to exceed contract amount of \$500,000, be and is hereby approved.

Section 2. The Executive Director or designee is authorized to execute a contract amendment with BrandEra, Inc., in the name of The North Central Texas Council of Governments.

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

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

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on July 28, 2016.

Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie

July 28, 2016 – ITEM 5



North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

DATE: July 20, 2016

FROM: Edith Marvin, P.E.
Director of Environment and Development

SUBJECT: Resolution Endorsing the *2016 North Central Texas Water Quality Management Plan*

The North Central Texas Council of Governments (NCTCOG) continually works with local governments and others in the region to implement programs and policies that improve water quality in North Central Texas. In support of this goal, NCTCOG annually updates a Water Quality Management Plan (WQMP) that supports current and future planning decisions concerning water quality efforts, wastewater infrastructure development, watershed management, and related issues. This activity is one element of a larger effort with water districts and wastewater providers to maintain and improve water quality. The Texas Commission on Environmental Quality (TCEQ) provides the funding to develop the WQMP, which is included by reference in the statewide WQMP, a requirement of the Clean Water Act 604(b).

The *2016 North Central Texas Water Quality Management Plan* was developed with input from and endorsed by the Water Resources Council on June 21, 2016. A draft resolution endorsing the *2016 North Central Texas Water Quality Management Plan* is attached for Executive Board consideration. If approved, NCTCOG will forward the Plan to TCEQ for approval. The complete *2016 North Central Texas Water Quality Management Plan* is posted at: <http://www.nctcog.org/waterresources>.

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

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**RESOLUTION ENDORSING THE
2016 NORTH CENTRAL TEXAS WATER QUALITY MANAGEMENT PLAN**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is the region's water quality management planning agency as designated by the Governor, Texas Commission on Environmental Quality (TCEQ), and US Environmental Protection Agency (EPA); and,

WHEREAS, NCTCOG supports multiple programs and planning efforts related to watershed management throughout the region; and,

WHEREAS, NCTCOG works with local governments and other stakeholders in the region to implement programs and policies that improve water quality in North Central Texas; and,

WHEREAS, The *2016 North Central Texas Water Quality Management Plan* (WQMP) includes current and future planning information concerning regional water quality, wastewater infrastructure development, watershed management, and related issues; and,

WHEREAS, the region's WQMP, which NCTCOG has been responsible for preparing since 1977, meets all requirements stated in the signed contract with TCEQ; and,

WHEREAS, the *2016 North Central Texas WQMP* has been made available to local governments and the public for review; a public hearing has been conducted; and public comments have been incorporated; and,

WHEREAS, NCTCOG's Water Resources Council has formally endorsed the *2016 North Central Texas WQMP* and recommends endorsement by NCTCOG's Executive Board.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The NCTCOG Executive Board endorses the *2016 North Central Texas Water Quality Management Plan* and authorizes transmittal of relevant materials to TCEQ for certification and subsequent transmission to the EPA for approval.

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

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

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on July 28, 2016.

Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie

July 28, 2016 – ITEM 6



North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

DATE: July 20, 2016

FROM: Edith Marvin, P.E.
Director of Environment and Development

SUBJECT: Resolution Authorizing Contracts for Pavement Analysis Services as part of NCTCOG's North Texas SHARE Program

The North Central Texas of Governments (NCTCOG), in consultation with its member governments and other interested public entities, identified an opportunity to provide pavement analysis services through a shared services procurement. Currently, many local jurisdictions routinely purchase these services independently and on a three to five year recurring timeline. Following review, NCTCOG determined that pavement analysis services, if procured regionally on behalf of local member entities, would likely provide cost savings and/or reduced procurement times for local member entities.

NCTCOG issued RFQ # NCT-2016-14 Pavement Analysis Services on March 1, 2016, to receive qualified responses from pavement analysis/management service vendors. NCTCOG received six (6) responses by the April 19, 2016, deadline.

A vendor selection committee, composed of five (5) public works professionals or other pavement management subject matter experts representing local public entities of various sizes reviewed and evaluated the proposals, including issuance of a Best and Final Offer (BAFO) request. After careful consideration, the Selection Committee is recommending Executive Board award of contracts to four (4) pavement analysis services vendors: Data Transfer Solutions, LLC; Dynatest North America, Inc.; Fugro Roadware, Inc.; and IMS Infrastructure Management Services.

A draft resolution authoring contracts for pavement analysis services with Data Transfer Solutions, LLC; Dynatest North America, Inc.; Fugro Roadware, Inc.; and IMS Infrastructure Management Services is attached for Executive Board consideration. These contracts, if approved, will be made available to participating governmental entities through NCTCOG's North Texas SHARE Program. An administrative fee will be charged to the vendor(s) in an effort to offset costs incurred by NCTCOG in operating the program.

I will provide a brief presentation and be available to respond to any questions prior to requesting Board approval.

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**RESOLUTION AUTHORIZING CONTRACTS FOR PAVEMENT ANALYSIS SERVICES
AS PART OF NCTCOG'S NORTH TEXAS SHARE PROGRAM**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a voluntary association of, by and for local governments organized under Chapter 391 of the Texas Local Government Code and was established to assist local governments in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG created North Texas SHARE, a cooperative purchasing program with the purpose of procuring goods and services on behalf of our members; and,

WHEREAS, NCTCOG issued a Request for Qualifications (RFQ) seeking qualified vendors to provide Pavement Analysis Services on March 1, 2016, and received six (6) responses by the April 19, 2016, deadline; and,

WHEREAS, a Vendor Selection Committee composed of public works professionals and other pavement management subject matter experts evaluated and is recommending Executive Board award of contracts to four (4) pavement analysis services vendors including: Data Transfer Solutions, LLC, Dynatest North America, Inc., Fugro Roadware, Inc., and IMS Infrastructure Management Services; and,

WHEREAS, these vendors will be accessible to governmental entities participating in North Texas SHARE; and,

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

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. Contracts between NCTCOG and Data Transfer Solutions, LLC, Dynatest North America, Inc., Fugro Roadware, Inc., and IMS Infrastructure Management Services, for pavement analysis services, be and are hereby approved.

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

Section 3. That this resolution be in effect immediately upon its adoption.

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

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on July 28, 2016.

Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie

July 28, 2016 – ITEM 7



North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

DATE: July 20, 2016

FROM: Edith Marvin, P.E.
Director of Environment & Development

SUBJECT: Resolution Endorsing Submittal of Grant Application to the Department of Energy for Cities Leading through Energy Analysis and Planning

In late June 2016, the U.S. Department of Energy (DOE) Office of Energy Efficiency and Renewable Energy announced a funding opportunity for the Cities Leading through Energy Analysis and Planning (Cities – LEAP) grant program. The goal of the program is to provide cities with data and resources that will allow cities to lead innovation in clean energy and incorporate energy data analysis into decision making.

In response to this opportunity, the North Central Texas Council of Governments (NCTCOG) partnered with the Texas A&M Energy Systems Laboratory, Texas Trees Foundation, Texas A&M AgriLife Extension Service, City of Fort Worth, City of Plano, and Dallas-Fort Worth Clean Cities to submit an application on June 23, 2016. Staff submitted the grant application to DOE for approximately \$555,556 (\$500,000 DOE funds and \$55,556 in local match). If awarded, the goal of the program is to develop three new technical tools to improve decision making by local governments related to energy and emission reduction policies and programs including a Tree Tracker Enhancement Tool, a Building Energy Ready Interactive Tool, and a Fleet Emissions Footprint and Return on Investment Report. The team will also develop the foundational parameters for a Housing Energy Impact Tool. These technical tools would build on a website currently in progress known as Conserve North Texas, which is designed to be a regional clearinghouse of information that integrates resources addressing energy efficiency, transportation/fuel consumption, and water conservation. These tools will assist stakeholders in determining return on investment of implementing various measures; improve data analytics; improve institutional capacity to inform energy policy and programs; and influence investments that lead to energy and emission reductions.

A draft resolution endorsing submittal of the grant application to the Department of Energy for the Cities Leading through Energy Analysis and Planning grant program is attached for Executive Board consideration.

A brief presentation of this item will be provided, and I will be available to answer any questions prior to requesting Board approval.

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www.nctcog.org**

**RESOLUTION ENDORSING SUBMITTAL OF GRANT APPLICATION TO THE
DEPARTMENT OF ENERGY FOR CITIES LEADING THROUGH ENERGY ANALYSIS AND
PLANNING**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is established to assist local governments in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, the NCTCOG is working with local governments and other stakeholders in the region to implement programs and policies that improve energy efficiency, improve air quality, and reduce water consumption; and,

WHEREAS, the NCTCOG is committed to the development and implementation of policies, projects, and programs to improve air quality, reduce emissions, conserve water, and promote energy efficiency; and,

WHEREAS, the improvement of data analytics in the North Central Texas region could provide air quality benefits through emissions reductions and also provide water conservation and energy efficiency benefits; and,

WHEREAS, the development of more accurate technical tools could improve decision making by local governments related to energy and emission reduction policies and programs; and,

WHEREAS, the U.S. Department of Energy (DOE), through the Cities Leading through Analysis and Planning Grant Program, has made funding available for organizations to lead innovation in clean energy and incorporate energy data analysis into decision making; and,

WHEREAS, the NCTCOG partnered with Texas Trees Foundation, Texas A&M AgriLife Extension Service, Texas A&M Energy Systems Laboratory, the City of Fort Worth, the City of Plano, and Dallas Fort Worth Clean Cities to submit an application on June 23, 2016.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The NCTCOG Executive Board endorses submittal of the grant application to the U.S. Department of Energy for the Cities Leading through Energy Analysis and Planning grant program, in the amount of approximately \$555,556.

Section 2. NCTCOG is authorized to receive grant funds, if awarded, in the amount of approximately \$555,556 (\$500,000 DOE funds and \$55,556 in local match), from DOE through the Cities Leading through Energy Analysis and Planning Grant Program.

Section 3. If awarded, these funds shall be incorporated into the appropriate fiscal year budget.

Section 4. The Executive Director or designee is authorized to execute contractual agreements necessary to carry out this program, including agreements for receipt of local match funds and agreements with subrecipients.

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

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

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on July 28, 2016.

Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Councilmember, City of Waxahachie



July 28, 2016 – Item 8

North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

DATE: July 21, 2016

FROM: Michael Morris, P.E.
Director of Transportation

SUBJECT: Resolution Authorizing an Agreement and Receipt of Funds from the Texas
Commission on Environmental Quality

The North Central Texas Council of Governments (NCTCOG) previously received funding from the Texas Commission on Environmental Quality (TCEQ) to assist in programs specified in the federal Clean Air Act (as amended by the Clean Air Act Amendments of 1990), Texas Clean Air Act, federal and TCEQ rules and regulations, and other air quality technical assistance provided to TCEQ.

NCTCOG's existing Umbrella Grant Agreement with TCEQ expires on August 31, 2016. TCEQ has again requested NCTCOG's assistance and has provided a proposed new Umbrella Grant Agreement for continued technical support on air quality initiatives through August 31, 2018, in the amount of up to \$500,000.

A draft resolution authorizing the execution of this new agreement and receipt of TCEQ funding of approximately \$500,000 is attached for Executive Board consideration. I will provide a brief presentation of this item and will be available to answer any questions prior to requesting Board approval.

JPL:ch
Attachment

**RESOLUTION AUTHORIZING AN AGREEMENT AND RECEIPT OF FUNDS FROM THE TEXAS
COMMISSION ON ENVIRONMENTAL QUALITY**

WHEREAS, the North Central Texas Council of Governments (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 Dallas-Fort Worth region is in nonattainment of federal air quality standards and NCTCOG is actively involved in the development and implementation of the State Implementation Plan for air quality; 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 is committed to the development and implementation of policies, projects, and programs to improve air quality and reduce emissions that create ozone; and,

WHEREAS, the Fiscal Years 2016 and 2017 Unified Planning Work Program includes air quality initiatives to reduce vehicle and equipment emissions; and,

WHEREAS, the Texas Commission on Environmental Quality (TCEQ) is requesting NCTCOG to provide air quality technical assistance through August 2018.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

- Section 1.** An Agreement with the Texas Commission on Environmental Quality for NCTCOG to provide air quality technical assistance in the amount of approximately \$500,000, be and is hereby approved.
- Section 2.** NCTCOG is authorized to accept funds from the Texas Commission on Environmental Quality for air quality technical assistance.
- Section 3.** These funds will be incorporated into the appropriate fiscal year budget as appropriate.
- Section 4.** The Executive Board directs staff to include these funds in the appropriate Unified Planning Work Programs.
- Section 5.** The Executive Director or designee is authorized to execute an agreement with TCEQ consistent with the terms herein.
- Section 6.** This resolution shall be in effect immediately upon its adoption.

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

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on July 28, 2016.

Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie



July 28, 2016 – Item 9

North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

DATE: July 21, 2016

FROM: Michael Morris, P.E.
Director of Transportation

SUBJECT: Resolution Authorizing Contract Amendment with Unison Consulting, Inc., Related to Surveys at Dallas/Fort Worth International Airport and Dallas Love Field Airport

The North Central Texas Council of Governments (NCTCOG) has received Surface Transportation Program - Metropolitan Mobility funds from the Texas Department of Transportation and local participation from Dallas Area Rapid Transit for travel survey efforts, including completion of airport passenger travel surveys.

In May 2015, the Executive Board authorized a consultant contract with Unison Consulting, Inc., in an amount not to exceed \$350,000 to conduct departing airline passenger travel surveys at both Dallas/Fort Worth International Airport (DFWIA) and Dallas Love Field Airport (DLFA). It was necessary to extend the length of the survey period due to security badge restrictions at both DFWIA and DLFA, resulting in increased costs of the project. Staff is requesting to amend the Board authorization by \$25,000, resulting in a new not to exceed amount of approximately \$375,000.

A draft resolution authorizing a contract amendment with Unison Consulting, Inc., is attached for Executive Board consideration. I will provide a brief presentation of this item and will be available to answer any questions prior to requesting Board approval.

EB:tmb
Attachment

**RESOLUTION AUTHORIZING CONTRACT AMENDMENT WITH UNISON CONSULTING, INC.,
RELATED TO SURVEYS AT DALLAS/FORT WORTH INTERNATIONAL AIRPORT AND
DALLAS LOVE FIELD AIRPORT**

WHEREAS, the North Central Texas Council of Governments (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 Fiscal Years 2016 and 2017 Unified Planning Work Program Subtask 2.01 provides for traffic and travel data collection and surveys; and,

WHEREAS, in December 2008 and June 2012 the Executive Board authorized receipt of federal Surface Transportation Program – Metropolitan Mobility funds and local match funds from Dallas Area Rapid Transit (DART) for activities related to travel surveys; and,

WHEREAS, in May 2015, the Executive Board authorized a consultant contract with Unison Consulting, Inc., in an amount not to exceed \$350,000 to complete the Dallas/Fort Worth International Airport and Dallas Love Field Airport Surveys; and,

WHEREAS, it was necessary to extend the length of the survey period due to security badge restrictions resulting in increased costs of the project; and, therefore necessary to amend the contract with Unison Consulting, Inc.; and,

WHEREAS, under Local Government Code Chapter 252, the Executive Board has authority to amend contracts by up to 25 percent without undergoing additional procurement activities.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

- Section 1.** The Executive Board authorizes an increase of \$25,000 to the contract not to exceed amount for Unison Consulting, Inc., for a revised not to exceed amount of \$375,000.
- Section 2.** The Executive Director or designee is authorized to execute a contract amendment with Unison Consulting, Inc., consistent with the terms herein.
- Section 3.** This resolution shall be in effect immediately upon its adoption.

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

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on July 28, 2016.

Kevin Strength, Secretary-Treasurer
North Central Texas Council of Governments
Mayor, City of Waxahachie

July 28, 2016 – Item 10



North Central Texas Council of Governments

TO: NCTCOG Executive Board

DATE: July 21, 2016

FROM: Mike Eastland
Executive Director

SUBJECT: Appointments to Executive Board Standing Committees

Each year NCTCOG's President recommends the appointment of Board members to serve on four standing committees:

1. Personnel and Finance
2. Audit
3. Appointments
4. Long-Range Planning

A list of these committees and their members is attached. President Smith is requesting Board approval of the attached roster, which effectuates the appointments of these committees.

ME:sc
Attachment

**616 Six Flags Drive, Centerpoint Two
P.O. Box 5888, Arlington, Texas 76005-5888
(817) 640-3300 FAX: 817-640-7806
www.nctcog.org**

NCTCOG EXECUTIVE BOARD

Committee Roster

2016 - 2017

APPOINTMENTS

John Horn, Chair

Bruce Archer

J.D. Clark

Jeff Leach

Kathryn Wilemon

Bruce Wood

AUDIT

Tom Lombard, Chair

Clay Jenkins

Lee Kleinman

Dan McClendon

Keith Self

Glen Whitley

LONG RANGE PLANNING

Lissa Smith, Chair

John Horn

Tom Lombard

Kevin Strength

FINANCE/PERSONNEL

Kevin Strength, Chair

Kelly Allen Gray

Bobbie Mitchell

Ray Smith

Chris Watts



July 28, 2016 – Item 11

North Central Texas Council of Governments

TO: Mike Eastland
Executive Director

DATE: July 21, 2016

FROM: Michael Morris, P.E.
Director of Transportation

SUBJECT: Status Report on the North Central Texas Council of Governments' Recently Completed 2016 Federal Transit Administration Triennial Review

NCTCOG serves as a Designated Recipient of FTA funding in the Dallas-Fort Worth-Arlington and Denton-Lewisville Urbanized Areas. Responsibilities of Designated Recipients include receiving and apportioning funds, and ensuring compliance with federal rules.

In April, FTA staff and their contractors conducted NCTCOG's 2016 Triennial Review. This is a standard review that is conducted every three years. The purpose is to evaluate how well NCTCOG follows the federal rules in 17 compliance areas and also to review NCTCOG's oversight of approximately 30 subrecipients who provide transportation services. As part of the Triennial Review, NCTCOG staff submitted approximately 500 pages of written responses and participated in the 2-day onsite portion of the review.

On June 13, 2016, FTA issued the final report to NCTCOG. There were four areas with minor findings. Three of these were associated with policy adjustments subgrantees need to make. The final finding was a result of NCTCOG staff properly following FTA disposition rules but not notifying FTA in advance. Staff will resolve these issues with FTA by this fall. Overall, the review was successful. In addition, most reviews are of one agency, not one agency with many subgrantees.

A copy of the final report is provided in Attachment 1, and summary information is provided in Attachment 2. Staff will provide a brief presentation of this item and will be available to answer any questions.

KEM/JH:tmb
Attachments



U.S. Department
of Transportation
**Federal Transit
Administration**

REGION VI
Arkansas, Louisiana,
New Mexico, Oklahoma,
Texas

Fritz Lantham Federal Building
819 Taylor Street, Room 14A02
Fort Worth, TX 76102
817-978-0550
817-978-0575 (fax)

June 13, 2016

The Honorable John Horn
President, Executive Board
North Central Texas Council of Governments
Hunt County Courthouse
2507 Lee Street, 2nd Floor
Greenville, TX 75401

Re: Federal Transit Administration FY 2016 Triennial Review – Final Report

Dear Mr. Horn:

The enclosed final report documents the Federal Transit Administration’s (FTA) Triennial Review of the North Central Texas Council of Governments (NCTCOG) in Arlington, Texas. This review is required by Chapter 53 of Title 49, United States Code, Section 5307. Although not an audit, the Triennial Review is the FTA’s assessment of NCTCOG’s compliance with Federal requirements, determined by examining a sample of grant management and program implementation practices. As such, the Triennial Review is not intended as, nor does it constitute, a comprehensive and final review of compliance with grant requirements.

The Triennial Review focused on NCTCOG’s compliance in 17 areas. No deficiencies were found with the FTA requirements in 13 areas. Deficiencies were found in four areas: Maintenance, Procurement, Satisfactory Continuing Control and Drug-Free Workplace/Drug and Alcohol Program. The Drug-Free Workplace/Drug and Alcohol Program finding has been closed with the issuance of this report. NCTCOG had no repeat deficiencies from the 2013 Triennial Review.

Please submit your corrective actions to Ms. Phyllis DeGarmo and Mr. Abel Ayala no later than the due date(s) identified in the report. A final report that incorporates your comments to the draft report will be provided to you within 14 business days of your response.

Thank you for your cooperation and assistance during this Triennial Review. If you need any technical assistance or have any questions, please do not hesitate to contact Phyllis DeGarmo at (817) 978-0501 or by email at Phyllis.DeGarmo@dot.gov, or Abel Ayala at 817-978-0560 or Abel.Ayala@dot.gov.

Sincerely,

Robert C. Patrick
Regional Administrator

Enclosure

cc Mr. Michael Morris, NCTCOG

FINAL REPORT

FY 2016 TRIENNIAL REVIEW

of the

**North Central Texas Council of Governments
(NCTCOG)
Arlington, Texas
Recipient ID: 1588**

Performed for:

**U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL TRANSIT ADMINISTRATION
REGION 6**

Prepared by:

Interactive Elements, Inc.

Scoping Meeting Date: February 3, 2016

Site Visit Dates: April 11-12, 2016

Draft Report Date: May 6, 2016

Final Report Date: June 13, 2016

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I. Executive Summary

This report documents the Federal Transit Administration’s (FTA) Triennial Review of the North Central Texas Council of Governments (NCTCOG). Andrew Lynd of Interactive Elements, Inc. performed the review. During the site visit, administrative and statutory requirements were discussed and documents were reviewed. The transit facilities of City/County Transportation of Cleburne, Texas, a NCTCOG subrecipient, were toured to provide an overview of activities related to FTA-funded projects.

The Triennial Review focused on NCTCOG’s compliance in 17 areas. Deficiencies were found in the areas listed below.

Review Area	Deficiencies	
	Code	Description
Maintenance	D-48	Vehicle maintenance plan incomplete or out of date
Procurement	D-129	No FTA clauses
	D-494	Debarment and suspension clauses not included in agreement/procurement solicitations
Satisfactory Continuing Control	D-99	Failure to comply with property disposal requirements
Drug-Free Workplace/Drug and Alcohol Program	D-28	Drug and alcohol policy lacking required elements

II. Review Background and Process

1. Background

The United States Code, Chapter 53 of Title 49 (49 U.S.C. 5307(f)(2)) requires that “At least once every three years, the Secretary shall review and evaluate completely the performance of a grantee in carrying out its program, specifically referring to compliance with statutory and administrative requirements.” This Triennial Review was performed in accordance with FTA procedures (published in FTA Order 9010.1B, April 5, 1993).

The Triennial Review includes a review of the grantee’s compliance in 17 areas. The basic requirements for each of these areas are summarized in Section IV.

This report presents the findings from the Triennial Review of the North Central Texas Council of Governments. The review concentrated on procedures and practices employed during the past three years; however, coverage was extended to earlier periods as needed to assess the policies in place and the management of grants. The specific documents reviewed are referenced in this report and are available at FTA’s regional office or the grantee’s office.

2. Process

The Triennial Review process includes a pre-review assessment, a review scoping meeting with the FTA regional office, and an on-site visit to the grantee’s location. The review scoping meeting was conducted with the Region 6 Office on February 3, 2016. Necessary files retained by the regional office were sent to the reviewer electronically. A grantee information request and review package was sent to NCTCOG advising it of the site visit and indicating information that would be needed and issues that would be discussed. The site visit to NCTCOG occurred on April 11 and 12, 2016.

The onsite portion of the review began with an entrance conference, at which the purpose of the Triennial Review and the review process were discussed. The remaining time was spent discussing administrative and statutory requirements and reviewing documents. The reviewers visited the NCTCOG subrecipient City/County Transportation of Cleburne, Texas, to provide an overview of activities related to FTA-funded projects. The reviewers examined a sample of maintenance records for FTA-funded vehicles and equipment. Upon completion of the review, FTA and the reviewers provided a summary of preliminary findings to NCTCOG at an exit conference. Section VI of this report lists the individuals participating in the review.

3. Metrics

The metrics used to evaluate whether a grantee is meeting the requirements for each of the areas reviewed are:

- *Not Deficient*: An area is considered not deficient if, during the review, no findings were noted with the grantee’s implementation of the requirements.

- *Deficient*: An area is considered deficient if any of the requirements within the area reviewed were not met.
- *Not Applicable*: An area can be deemed not applicable if, after an initial assessment, the grantee does not conduct activities for which the requirements of the respective area would be applicable.

III. Grantee Description

1. Organization

The North Central Texas Council of Governments (NCTCOG) has been a designated recipient of FTA funds since 2005. The NCTCOG is a voluntary association of, by, and for local governments; and was established to assist local governments in planning for common needs, cooperating for sound regional development. NCTCOG’s purpose is to strengthen both the individual and collective power of local governments and to help them recognize regional opportunities, eliminate unnecessary duplication, and make joint decisions.

NCTCOG serves a 16-county region of North Central Texas, which is centered on the two urban centers of Dallas and Fort Worth. The population of the region is approximately 6.5 million. NCTCOG has over 230 member governments including 16 counties, numerous cities, school districts, and special districts.

NCTCOG's Executive Board, composed of 17 locally elected officials, and one ex-officio non-voting member of the legislature, is the policy-making body for all activities undertaken by the Council of Governments, including program activities and decisions, regional plans, and fiscal and budgetary policies. The Board is supported by technical, study, and policy development committees and a professional staff headed by the Executive Director. The Executive Board is the fiduciary agent to the MPO, while the Regional Transportation Council (RTC) is the policy body to the MPO.

2. Services

NCTCOG does not operate transit service. However, the agency provides funding, manages procurement activities, and performs oversight for subrecipients that operate transit service.

NCTCOG is a designated recipient of Urbanized Area Formula Program (Section 5307) funding for transit services in the urbanized areas that are outside the service areas of Dallas Area Rapid Transit (DART), the Fort Worth Transportation Authority (The T), and the Denton County Transportation Authority (DCTA). Under the 5307 program, NCTCOG has five subrecipients: City County/Transportation; STAR Transit; Special Programs for Aging Needs (SPAN, Inc.); Public Transit Services (PTS); and Texoma Area Paratransit System (TAPS).

3. Grant and Project Activity

At the time of the site visit, NCTCOG had the following open grants listed as active on TRAMS:

Grant Number	Grant Amount	Year Executed	Description
TX-90-Y071	\$5,163,106	2015	FY 2014 Urbanized Area Formula Program

Grant Number	Grant Amount	Year Executed	Description
TX-90-Y135	\$5,605,708	2015	FY 2015 Urbanized Area Formula Program
TX-16-X026	\$973,981	2015	FY 2015 Enhanced Mobility Program Funds
TX-90-X840	\$1,893,394	2010	FY2008 Urbanized Area Formula (Closeout Requested)
TX-90-X948	\$1,046,905	2011	Section 5307 FY 2011 Funds (Closeout Requested)
TX-37-X074	\$1,005,807	2009	2008 JARC (FY 2007 & 2008 Funds)
TX-57-X021	\$1,008,615	2009	2008 New Freedom (FY 2007 & 2008 F
TX-90-Y040	\$3,159,506	2014	FY 2013 Urbanized Area Formula Program
TX-90-X980	\$1,677,859	2013	FY 2012 Urbanized Area Formula Program
TX-39-0001	\$784,000	2008	Transit Planning Studies
TX-37-X106	\$2,050,813	2013	2012 JARC Program
TX-16-X010	\$2,723,970	2014	FY2013 Section 5310 Funds
TX-16-X023	\$1,325,290	2015	FY 2014 Enhanced Mobility Program Funds
TX-37-X081	\$2,939,549	2011	2009 JARC (FY 2008 & 2009 Funds)
TX-57-X043	\$856,089	2014	2012 New Freedom Program
TX-57-X009	\$1,836,568	2008	2007 New Freedom Program
TX-95-X083	\$8,000,000	2015	FY2015 CMAQ Transfer
TX-34-0014	\$725,735	2015	FY 2013 & 2014 BBF Funds
TX-90-X862	\$2,721,118	2012	FY 2009 Urbanized Area Formula 5307
TX-78-0001	\$26,000,000	2011	Dallas Streetcar Initiative
TX-37-X096	\$2,207,030	2012	2011 JARC Program
TX-57-X039	\$1,295,716	2012	2011 New Freedom Program (FY 2010 Funds)
TX-90-X911	\$1,763,956	2013	5307 FY 2010
TX-57-X028	\$980,543	2010	2009 New Freedom (FY 2008 & 2009)

In the past few years, NCTCOG completed the following noteworthy projects:

- Implemented MAP-21 changes:
 - Revised the suballocation process for formula funding to include a set-aside for competitively awarded JARC projects within the Urbanized Area Formula Program
 - Developed a suballocation process for Bus and Bus Facilities Program funds
 - Coordinated the transition of the award of Enhanced Mobility of Seniors and Individuals with Disabilities project funding from the Texas Department of Transportation (TxDOT) to NCTCOG (as the new designated recipient under

MAP-21) for the Dallas-Fort Worth-Arlington and Denton-Lewisville urbanized areas.

- Conducted a Call for Projects that included the award of approximately \$4.6M in the Urbanized Area Formula and Enhanced Mobility of Seniors and Individuals with Disabilities Programs to five agencies.
- Completed coordination with the City of Dallas and DART on the construction of the Dallas Streetcar TIGER Project that is nearing grant closeout. The streetcar project successfully began revenue service on April 13, 2015 operating on a 1.6-mile route between Union Station and Methodist Hospital.

NCTCOG is currently implementing the following noteworthy projects:

- Conducting a vehicle procurement on behalf of its subgrantees. To date, NCTCOG has delivered a total of 55 vehicles to 8 subgrantees. Through this effort, NCTCOG will procure a total of 116 vehicles for its subgrantees.
- Working with regional transit authorities (i.e., DART, Fort Worth Transportation Authority (The T), and Denton County Transportation Authority (DCTA)) to establish a partnership to help cities gain access to transit, to better coordinate services among providers, and to create a seamless system for transit riders. As part of this partnership, Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds have been set-aside to incentivize service outside the current boundaries of these transit authorities through the procurement of vehicles and the development of consensus on regional project priorities.
- Coordinating with public and private transit providers to meet gaps in service created by TAPS' reduction of service due to financial deficits. Staff will continue to assist in coordinating alternative transit options for former TAPS riders.
- Continues to provide assistance to cities (Grand Prairie and Arlington) impacted by the elimination of operating assistance by exploring alternative sources of funding, identifying partnerships, and evaluating impacts (if any) from the Fixing America's Surface Transportation (FAST) Act.

NCTCOG plans to pursue the following noteworthy projects in the next three to five years:

- Complete the current cooperative vehicle procurement and in concert with the implementation of transit asset management principles, staff will identify ways to stagger funding for vehicle purchases to lessen the financial impact, in any one year, of the procurement on funds available in the Dallas-Fort Worth-Arlington Urbanized Area (UZA).

- Conduct at least one competitive Call for Projects to award funds from two FTA funding programs: Urbanized Area Formula Program for Job Access/Reverse Commute projects and the Enhanced Mobility of Seniors and Individuals with Disabilities Program.
- Prepare to implement Transit Asset Management programs, plans, and procedures as the FTA issues final rules, programs and additional guidance.
- Assist our subrecipients with addressing service expansion as population growth continues and federal sources of operating assistance declines by creatively utilizing existing federal funds and identifying additional sources of federal and non-federal funding sources.
- Complete a comprehensive update to Access North Texas, the region's coordinated public transit-human services transportation plan. The updated plan will include outreach and an assessment of transportation needs in the 16-county region that covers approximately 10,000 square miles.
- Assess the financial and compliance impacts of the passage of the Fixing America's Surface Transportation (FAST) Act on transit providers in the region's three UZA and develop and implement any action plans needed.
- Plan for the impacts of population growth anticipated to continue beyond the 2020 Census. Growth in the region is predicted to continue to outpace federal and state transportation funding available. Staff will work with providers to identify additional sources of funds as well as develop alternative financial strategies and service delivery models.

IV. Results of the Review

1. Financial Management and Capacity

Basic Requirement: The grantee must demonstrate the ability to match and manage FTA grant funds, cover cost increases and operating deficits, cover maintenance and operational costs for FTA-funded facilities and equipment, and conduct and respond to applicable audits.

Finding: During this Triennial Review of NCTCOG, no deficiencies were found with the FTA requirements for Financial Management and Capacity.

2. Technical Capacity

Basic Requirement: The grantee must be able to implement FTA-funded projects in accordance with the grant application, FTA Master Agreement, and all applicable laws and regulations, using sound management practices.

Finding: During this Triennial Review of NCTCOG, no deficiencies were found with the FTA requirements for Technical Capacity.

3. Maintenance

Basic Requirement: Grantees and subrecipients must keep federally funded vehicles, equipment and facilities in good operating condition. Grantees and subrecipients must keep Americans with Disabilities Act (ADA) accessibility features on all vehicles, equipment and facilities in good operating order.

Finding: During this Triennial Review of NCTCOG, deficiencies were found with the FTA requirements for Maintenance. During the site visit to the NCTCOG subrecipient City/County Transportation, a review of the vehicle preventive maintenance plan found the agency established a 3,000 mile inspection interval for its transit vehicles. The manufacturer's recommended preventive maintenance interval is 7,500 miles. In practice, City/County has been servicing the vehicles on a 5,000 mile interval. A document in the maintenance records indicated that the interval was changed to 5,000 miles approximately two years before, but the maintenance plan was never updated to reflect the change.

Corrective Action(s) and Schedule: No later than September 12, 2016, NCTCOG must submit to the FTA Region 6 Office a revised City/County Transportation vehicle maintenance program that reflects the revised preventive maintenance interval and provide evidence that the revised plan has been implemented.

4. Americans with Disabilities Act

Basic Requirement: Titles II and III of the ADA of 1990 provide that no entity shall discriminate against an individual with a disability in connection with the provision of transportation service. The law sets forth specific requirements for vehicle and facility accessibility and the provision of service, including complementary paratransit service.

Finding: During this Triennial Review of NCTCOG, no deficiencies were found with the U.S. Department of Transportation (US DOT) requirements for ADA.

5. Title VI

Basic Requirement: The grantee must ensure that no person shall, on the grounds of race, color, or national origin, be excluded from participating in, or be denied the benefits of, or be subject to discrimination under any program or activity receiving Federal financial assistance without regard to whether specific projects or services are federally funded. The grantee must ensure that federally supported transit services and related benefits are distributed in an equitable manner.

Note: The fiscal year 2016 Triennial Review covers a three-year period in which the FTA issued a revised circular for Title VI, which provided more information on how to comply and changed requirements for some grantees with populations over 200,000. FTA Circular 4702.1B became effective October 1, 2012. Title VI programs submitted to FTA after this date must comply with the requirements of this circular. The Triennial Review will look at compliance with the requirement of FTA Circular 4702.1A for the period prior to October 1, 2012, and compliance with the revised circular for activities after this date.

Finding: During this Triennial Review of NCTCOG, no deficiencies were found with the FTA requirements for Title VI.

6. Procurement

Basic Requirement: Grantees use their own procurement procedures that reflect applicable state and local laws and regulations, provided that the process ensures competitive procurement and the procedures conform to applicable Federal law, including 49 CFR Part 18, (repealed effective December 26, 2014), 2 CFR Part 1201, incorporating 2 CFR Part 200 (specifically Sections 200.317-200.326), and FTA Circular 4220.1F, “Third Party Contracting Guidance.”

Finding: During this Triennial Review of NCTCOG, deficiencies were found with the FTA requirements for Procurement. The review of NCTCOG’s procurement records found that no FTA required clauses were included in the July 2015 procurement of communication system upgrades valued at \$7,200. Davis-Bacon Act and Copeland Anti-Kickback Act clauses were not included in a June 2015 fence construction contract valued at \$26,923. The fence project also was missing the required Debarment and Suspension clause in the solicitation and contract.

Corrective Action(s) and Schedule: No later than September 12, 2016, NCTCOG must provide the FTA Region 6 Office with revised procurement procedures that address inclusion of all FTA required third party contract clauses.

7. Disadvantaged Business Enterprise

Basic Requirement: The grantee must comply with 49 CFR Part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. Grantees also must create a level playing field on which DBEs can compete fairly for US DOT-assisted contracts.

Finding: During this Triennial Review of NCTCOG, no deficiencies were found with the US DOT requirements for DBE.

8. Legal

Basic Requirement: The grantee must be eligible and authorized under state and local law to request, receive, and dispense FTA funds and to execute and administer FTA-funded projects. Grantees must comply with Restrictions on Lobbying requirements.

Finding: During this Triennial Review of NCTCOG, no deficiencies were found with the FTA requirements for Legal.

9. Satisfactory Continuing Control

Basic Requirement: The grantee must ensure that FTA-funded property will remain available to be used for its originally authorized purpose throughout its useful life until disposition.

Finding: During this Triennial Review of NCTCOG, deficiencies were found with the FTA requirements for Satisfactory Continuing Control. An NCTCOG subrecipient, Public Transit Services (PTS) had an FTA funded vehicle involved in a collision in July 2014. The vehicle was declared a total loss by the insurance company and NCTCOG applied the insurance proceeds to the purchase of a replacement vehicle, following the guidance of FTA Circular 5010.1D. NCTCOG did not notify FTA of the loss of the vehicle and its removal from service prior to the end of its useful service life. NCTCOG also did not provide FTA with a calculation of the remaining federal interest in the vehicle nor did it request FTA guidance and approval for application of the insurance proceeds to the purchase of a replacement vehicle.

Corrective Action(s) and Schedule: No later than September 12, 2016, NCTCOG must work with the FTA Region 6 Office to obtain approval for applying insurance proceeds to the replacement of the destroyed paratransit vehicle or to return to FTA an amount equal to the remaining federal interest in the destroyed property. Submit to the FTA Region 6 Office procedures for addressing insurance proceeds and procedures for notifying FTA of any premature removal of equipment from service.

10. Planning/Program of Projects

Basic Requirement: The grantee must participate in the transportation planning process in accordance with FTA, Moving Ahead for Progress in the 21st Century, and the metropolitan and statewide planning regulations. Each recipient of a Section 5307 grant shall develop, publish, afford an opportunity for a public hearing on, and submit for approval, a program of projects (POP).

Finding: During this Triennial Review of NCTCOG, no deficiencies were found with the FTA requirements for Planning/POP.

11. Public Comment on Fare Increases and Major Service Reductions

Basic Requirement: Section 5307 grantees are expected to have a written, locally developed process for soliciting and considering public comment before raising a fare or carrying out a major transportation service reduction.

Finding: During this Triennial Review of NCTCOG, no deficiencies were found with the FTA requirements for Public Comment on Fare Increases and Major Service Reductions.

12. Half Fare

Basic Requirement: For fixed-route service supported with Section 5307 assistance, fares charged seniors, persons with disabilities, or an individual presenting a Medicare card during off peak hours will not be more than one half the peak hour fares.

Finding: During this Triennial Review of NCTCOG, no deficiencies were found with the FTA requirements for Half Fare.

13. Charter Bus

Basic Requirement: Grantees are prohibited from using federally funded equipment and facilities to provide charter service if a registered private charter operator expresses interest in providing the service. Grantees are allowed to operate community based charter services excepted under the regulations.

Finding: During this Triennial Review of NCTCOG, no deficiencies were found with the FTA requirements for Charter Bus.

14. School Bus

Basic Requirement: Grantees are prohibited from providing exclusive school bus service unless the service qualifies and is approved by the FTA Administrator under an allowable exemption. Federally funded equipment or facilities cannot be used to provide exclusive school bus service. School tripper service that operates and looks like all other regular service is allowed.

Finding: During this Triennial Review of NCTCOG, no deficiencies were found with the FTA requirements for School Bus.

15. Security

Basic Requirement: As recipients of Section 5307 funds, grantees must annually certify that they are spending at least one percent of such funds for transit security projects or that such expenditures for security systems are not necessary.

Finding: During this Triennial Review of NCTCOG, no deficiencies were found with the FTA requirements for Security.

16. Drug Free Workplace and Drug and Alcohol Program

Basic Requirement: Grantees are required to maintain a drug-free workplace for all grant-related employees and to have an ongoing drug-free awareness program. Grantees receiving Section 5307, 5309, 5311 or 5339 funds that have safety-sensitive employees must have a drug and alcohol testing program in place for such employees.

Finding: During this Triennial Review of NCTCOG, deficiencies were found with the FTA requirements for Drug-Free Workplace and Drug and Alcohol Program. A review of the drug and alcohol policy of NCTCOG subrecipient City/County Transportation found that the policy did not include all of the behaviors that constitute a refusal to submit to a drug and alcohol test as listed in 49 CFR Part 40.191 and 40.261, as required by FTA regulations. The City/County Transportation policy also utilized the FMCSA requirement language, not FTA, for the consequences for an employee found to have an alcohol concentration of 0.02 or greater, but less than 0.04.

Corrective Action(s) and Schedule: No later than September 12, 2016, NCTCOG must submit to the FTA Region 6 Office an amended City/County Transportation drug and alcohol policy that has been adopted by the governing board or other “final authority,” and recommunicated to all affected employees.

Subsequent to the issuance of the Triennial Review draft report, NCTCOG submitted a revised City/County Transportation Drug and Alcohol Policy that had been adopted by the City Council and Manager on April 15, 2016. The revised policy included all behaviors that constitute a refusal to submit to a drug and alcohol test as listed in 49 CFR Part 40.191 and 40.261 and clearly lists the consequences for an employee found to have an alcohol concentration of 0.02 or greater, but less than 0.04. This finding is closed with the issuance of the final report.

17. Equal Employment Opportunity

Basic Requirement: The grantee must ensure that no person in the United States shall on the grounds of race, color, religion, national origin, sex, age, or disability be excluded from participating in, or denied the benefits of, or be subject to discrimination in employment under

any project, program, or activity receiving Federal financial assistance under the Federal transit laws. (Note: Equal Employment Opportunity Commission's regulation only identifies/recognizes religion and not creed as one of the protected groups.)

Finding: During this Triennial Review of NCTCOG, no deficiencies were found with the FTA requirements for Equal Employment Opportunity (EEO).

V. Summary of Findings

Review Area	Finding	Deficiency	Corrective Action	Response Date	Date Closed
1. Financial Management and Capacity	ND				
2. Technical Capacity	ND				
3. Maintenance	D-48	Vehicle maintenance plan incomplete or out of date	Submit to the FTA Region 6 Office a revised City/County Transportation vehicle maintenance program that reflects the revised preventive maintenance interval and provide evidence that the revised plan has been implemented.	9/12/16	
4. ADA	ND				
5. Title VI	ND				
6. Procurement	D-129	No FTA clauses	Provide the FTA Region 6 Office with revised procurement procedures that address inclusion of all FTA required third party contract clauses.	9/12/16	
	D-494	Debarment and suspension clauses not included in agreement/procurement solicitations			
7. DBE	ND				
8. Legal	ND				
9. Satisfactory Continuing Control	D-99	Failure to comply with property disposal requirements	Work with the FTA Region 6 Office to obtain approval for applying insurance proceeds to the replacement of the destroyed paratransit vehicle or to return to FTA an amount equal to the remaining federal interest in the destroyed property. Submit to the FTA Region 6 Office procedures for addressing insurance proceeds and procedures for notifying FTA of any premature removal of equipment from service.	9/12/16	
10. Planning/ POP	ND				
11. Public Comment on Fare Increases and Major Service Reductions	ND				
12. Half Fare	ND				
13. Charter Bus	ND				
14. School Bus	ND				
15. Security	ND				

Review Area	Finding	Deficiency	Corrective Action	Response Date	Date Closed
16. Drug-Free Workplace/ Drug and Alcohol Program	D-28	Drug and alcohol policy lacking required elements	Submit to the FTA Region 6 Office an amended City/County Transportation policy that has been adopted by the governing board or other “final authority,” and recommunicated to all affected employees.	9/12/16	6/13/16
17. EEO	ND				

VI. Attendees

Name	Title	Phone Number	E-mail Address
<i>NCTCOG</i>			
Michael Morris	Director of Transportation	817-695-9241	mmorris@nctcog.org
Jessie Huddleston	Transit Operations	817-608-2399	jhuddleston@nctcog.org
Sarah Chadderdon	Principal Transp. Planner	817-695-9180	schadderdon@nctcog.org
Jamie Patel	Principal Transp. Planner	817-608-2377	jpatel@nctcog.org
Dan Kessler	Asst. Director Transportation	817-695-9248	dkessler@nctcog.org
Emily Beckham	Grants & Contracts Super.	817-608-2308	ebeckham@nctcog.org
Ken Kirkpatrick	Counsel for Transportation	817-695-9278	kkirkpatrick@nctcog.org
Norman Marquart	Transportation Accountant	817-705-2352	nmarquart@nctcog.org
Amy Waslelewski	Transp. Planner II	817-608-2384	awaslelewski@nctcog.org
Edgar Hernandez	Transp. Planner I	817-695-9240	ehernandez@nctcog.org
Karina Maldonado	Transp. Planner III	817-704-5641	kmaldonado@nctcog.org
Kelli Schlicher	Transp. Planner II	817-695-9287	kschlicher@nctcog.org
<i>City of Cleburne - City/County Transportation</i>			
Grady Easdon	Transportation Manager	817-645-0924	grady.easdon@cleburne.net
Robert Severance III	Chief of Police	817-645-0973	rob.severance@cleburne.net
<i>FTA</i>			
Abel Ayala	Transportation Program Specialist	817-978-0560	abel.ayala@dot.gov
Dan Peschell	Transportation Program Specialist	817-978-0563	daniel.peschell@dot.gov
<i>Interactive Elements, Inc.</i>			
Andrew Lynd	Reviewer	856-404-2040	alynd@pierlottassociates.com

VII. Appendices

No appendices included in this report.

Federal Transit Administration (FTA) Oversight

1

Triennial Review

An FTA oversight tool

Occurs every 3 years for agencies who receive FTA funding directly

Assesses NCTCOG and subrecipient compliance in 17 key areas including:

Legal Capacity

Title VI

Technical Capacity

Procurements

Financial Capacity

Public Involvement Process

Summary of Findings

2

Maintenance: Subrecipient's preventive maintenance plan should match their current practice.

Drug and Alcohol: Subrecipient should include all required FTA language and citations in their policy.

Procurement: Subrecipients should include all applicable FTA clauses for small purchases.

Satisfactory Continuing Control: NCTCOG should notify FTA in advance of applying insurance proceeds for a vehicle destroyed before the end of its useful life.



**North Central Texas Council of Governments
Executive Board**

Item **12**

Exhibit: **EP-2016-07-12**

Meeting Date: July 28, 2016

Department: Emergency Preparedness

Presenter: Molly McFadden, Director

Subject: Status Report on The 2016 Big X Multi-Disciplinary, Multi-Jurisdictional Full-Scale and Functional Exercise

The North Central Texas Council of Governments (NCTCOG), Emergency Preparedness Department, is in the process of planning the North Central Texas Regional Full-Scale “Big X” Exercise for November 11-13, 2016.

This exercise is designed to assess the region’s ability to successfully respond to and manage multiple terrorist events and other emergencies occurring simultaneously throughout the region. The primary goal for this exercise is to increase proficiency levels in identified target capabilities and enhance the regional response to large-scale incidents. The Big X Planning Team is designing dynamic and realistic exercise scenarios to provide training, as well as a unique opportunity to evaluate a variety of regional emergency response capabilities including Explosive Ordnance Disposal (EOD), Hazardous Materials (HazMat), Special Weapons and Tactics (SWAT), Urban Search and Rescue (USAR), Community Emergency Response Teams (CERT), Wildland Fire, Emergency Management, Communications, and ESF-8 (Public Health and Medical) participants.

The exercise will consist of multiple sites and scenarios running simultaneously throughout the 3-day event. Each group will have its own site, scenario, and length of “play,” with the exception of the SWAT and EOD groups which will travel to multiple sites throughout the exercise. Currently, the specifics for each group are as follows. Please note that details could change as the date of the exercise approaches and more details are solidified.

Communications

- Date and length of play: November 11-13, 2016, 20 hours
- Scenario: will play and integrate with groups at various site locations to test operational communication capabilities

Community Emergency Response Teams (CERT)

- Date and length of play: November 11-12, 2016, 8-10 hours
- Scenario: tornado touchdown causes damage and leads to mass search and rescue operations

Emergency Management

- Date and length of play: November 11, 2016, 4 hours
- Scenario: tornado touchdown and improvised explosive device (IED) attacks trigger Emergency Operations Center (EOC) activation

ESF-8 (Public Health and Medical)

- Date and length of play: November 11, 2016, 4 hours
- Scenario: novel pandemic influenza resulting in mass fatalities

Explosive Ordnance Disposal (EOD)

- Date and length of play: November 11-13, 2016, 10 hours
- Multiple scenarios, including: homemade explosives lab (HME), and building search in active threat environment

Hazardous Materials (HazMat)

- Date and length of play: November 11-13, 2016, 20 hours
- Multiple scenarios, including: homemade explosives lab (HME), ammonia leak in an active threat environment, and radiological dispersal device

Special Weapons and Tactics (SWAT)

- Date and length of play: November 11-13, 2016, 20 hours
- Multiple scenarios, including: barricaded suspect, school bus hostage rescue, mass transit rescue operations, active threat incident (e.g. active shooter), open-area search for suspect, and hostage rescue in a HazMat environment with IEDs

Urban Search and Rescue (USAR)

- Date and length of play: November 11-13, 2016, 20 hours
- Scenario: tornado touchdown causes damage and leads to mass search and rescue operations

Wildland Fire

- Date and length of play: November 13, 2016, 4 hours
- Scenario: wildland fire breaks out in Palo Pinto County

Should either you or the Executive Board members have questions, staff and I will be present at the meeting to summarize and address any questions, or I may be contacted by phone at 817-608-2322 or by e-mail at mmcfadden@nctcog.org.

MMc: jm/th



North Central Texas Council of Governments

TO: NCTCOG Executive Board

DATE: July 19, 2016

FROM: Lucille Johnson
Assistant to the Executive Director

SUBJECT: Status Report on NCTCOG's 50th Anniversary Celebration

In continuation of the celebration of NCTCOG's 50th anniversary and an overview of each NCTCOG Department, the Workforce Development Department is presented this month. David Setzer, Director of Workforce Development and his staff will brief the Board on the department's history and activities, and the celebration of the department's 20th anniversary this month.

A history of NCTCOG is featured on the NCTCOG 50th Anniversary website at: <http://www.nctcog.org/50/>, with new information being added each month. The Board is encouraged to visit this site often throughout this year.

EXECUTIVE BOARD ATTENDANCE

June 2016 - May 2017

Name	June	July	August	September	October	November	December	January	February	March	April	May	TOTAL
Lissa Smith President	P												1
Tom Lombard Vice-President	P												1
Kevin Strength Secretary/Treasurer	P												1
John Horn Past President	P												1
Bruce Archer	A												0
J. D. Clark	P												1
Kelly Gray	A												0
Clay Jenkins	P												1
Lee Kleinman	A												0
Dan McClendon	P												0
Bobbie Mitchell	P												0
Keith Self	A												1
Ray Smith	P												1
Kevin Strength	P												1
Chris Watts	A												0
Kathryn Wilemon	P												1
Bruce Wood	P												1
Glen Whitley	P												1
Jeff Leach - Ex Officio, Non-Voting Member	P												1
TOTAL PRESENT													
Attendance Code:	P=Present A=Absence NM=No meeting												



North Central Texas Council of Governments

2016-17 NCTCOG Executive Board Calendar

July 28, 2016	Executive Board Meeting – NCTCOG Offices
August 25, 2016	Executive Board Meeting – NCTCOG Offices
September 22, 2016	Executive Board Meeting – NCTCOG Offices
October 27, 2016	Executive Board Meeting – NCTCOG Offices
November 17, 2016	Executive Board Meeting – NCTCOG Offices
December 15, 2016	Executive Board Meeting – NCTCOG Offices
January 26, 2017	Executive Board Meeting – NCTCOG Offices
February 23, 2017	Executive Board Meeting – NCTCOG Offices
March 23, 2017	Executive Board Meeting – NCTCOG Offices
April 27, 2017	Executive Board Meeting – NCTCOG Offices
May 25, 2017	Executive Board Meeting – NCTCOG Offices
June 22, 2017	Executive Board Meeting – NCTCOG Offices
July 27, 2017	Executive Board Meeting – NCTCOG Offices
August 24, 2017	Executive Board Meeting – NCTCOG Offices
September 28, 2017	Executive Board Meeting – NCTCOG Offices
October 26, 2017	Executive Board Meeting – NCTCOG Offices
November 16 , 2017	Executive Board Meeting – NCTCOG Offices
December 21, 2017	Executive Board Meeting – NCTCOG Offices