

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

Minutes — February 26, 2015

Transportation Council Room
616 Six Flags Drive
Arlington, Texas

President Wilemon called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 12:47 pm on February 26, 2015.

Members of the Board Present:

Kathryn Wilemon – President, Councilmember, City of Arlington
John Horn – Vice-President, County Judge, Hunt County
Daniel Scarth – Secretary/Treasurer, Councilmember, City of Fort Worth
Stephen Terrell – Past President, Mayor, City of Allen
Vonciel Jones Hill, Councilmember, City of Dallas
Jeff Leach, State Representative
Tom Lombard, Councilmember, City of North Richland Hills
Dr. Larry Marshall, Councilmember, City of Benbrook
Jeff Leach, State Representative
Keith Self, County Judge, Collin County
Kevin Strength, Mayor, City of Waxahachie
Laura Wheat, Mayor, Town of Westlake

Members of the Board Absent:

Clay Jenkins, County Judge, Dallas County
Laura Maczka, Mayor, City of Richardson
B. Glen Whitley, County Judge, Tarrant County

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
Edith Marvin, Director of Environment and Development
Molly Thoerner, Director of Emergency Preparedness
Christy Williams, Director of 9-1-1
Lucille Johnson, Assistant to the Executive Director
Stephanie Cecil, Administrative Assistant, EDO
Bob Best, Audio/Video Comp Support Tech, Transportation
Dan Kessler, Assistant Director of Transportation
Ken Kirkpatrick, Transportation Counsel
Jessie Huddleston, Planner, Transportation
Chris Klaus, Sr. Program Manager, Transportation
Maggie Lira, Accounting Manager, Administration
Michael Mallonee, Principal Planner, Transportation
James Powell, Assistant Council, Transportation
Molly Rendon, Assistant Director of Finance, Administration
Shannan Ramirez, Chief Accounting Officer, Administration
Karen Richard, Chief Human Resources Officer
Kelly Schmidt, Senior Criminal Justice Planner
Jack Tidwell, Manager, Environment & Development
Amanda Wilson, Public Involvement Manager, Transportation

Sarah Chadderdon, Senior Planner, Transportation
LeAnna Russell, Database Supervisor, 911
Trey Ingram, Planner, Transportation
David Raybuck, Chief Technology Officer, Research and Information Services
Samantha Lamanna, Planner, Environment and Development
Mike Branum, Planner, Transportation
Rodger Mann, GIS Supervisor, 9-1-1
Kendall Wendling, Planner, Transportation
Kate Kerr, Intern, NCTCOG
Rebekah Hernandez, Communications Coordinator, Transportation
Jody Loza, Air Quality Planner, Transportation
Harrison Wicks, Management Analyst, Administration
Candice Forsyth, Administrative Assistant, Emergency Preparedness
Mary Mosley, Program Specialist, Emergency Preparedness

REGULAR SESSION

ACTION:

Item 1. Approval of Minutes

President Wilemon stated that the first item on the agenda was approval of the minutes from the January 2015 Board meeting.

Upon a Motion by Councilmember Jones Hill (seconded Councilmember Marshall), and unanimous vote of all members present, the Board approved the minutes of the January 2015 Executive Board meeting.

President Wilemon explained that Item 17 would be taken out of order so that the presenter could attend another meeting.

Item 17. Resolution Authorizing a Contract with Halff Associates, Inc., as the Professional Services Provider for the FY2014 Bear Creek Watershed Flood Risk Identification Project

Edith Marvin, Director of Environment and Development, reminded the Board that in August of 2014, they authorized NCTCOG to seek funds from FEMA for an amount up to \$1,000,000 per annum for Fiscal Year (FY) 15-16. The item also authorized the submittal of a grant application to FEMA for the FY14 Bear Creek Watershed Flood Risk Identification Project. This grant proposal, which included cost-share matching funds from the City of Colleyville and the City of Southlake, was accepted by FEMA in September, and the funds were made available to NCTCOG in January. The upcoming mapping process will serve communities in this watershed by identifying flood risk areas and potential future priority mitigation efforts. These measures will also continue the regional effort initiated by the Texas Water Development Board funded Map Needs Assessment in late 2009. A contract with Halff Associates, Inc., would be executed in an amount not to exceed \$887,000, to complete the scope of work.

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

See Exhibit E15-02-17

Mayor Strength arrived at the meeting.

Item 2. Resolution to Accept and Approve the Comprehensive Annual Financial Report for Fiscal Year 2014

Monte Mercer, Deputy Executive Director, presented for acceptance, the Comprehensive Annual Financial Report (CAFR), single audit reports, and the accompanying independent auditor's report for the fiscal year that ended on September 30, 2013. He explained that the Audit Committee had reviewed the reports with the assistance of Brad Jay, Partner, Weaver and Tidwell, L.L.P. There were no findings or comments in the Audit. Judge Horn, Audit Committee Chairman, commended the staff for their exemplary performance.

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

See Exhibit E15-02-2

Item 3. Resolution Authorizing Agreements for Replacement of the Automatic Location Identification (ALI) Database Solution for NCTCOG 9-1-1

Christy Williams, Director of 9-1-1, explained that the current 9-1-1 ALI Database service provider contact expires on August 31, 2015. She explained that becoming the provider for ALI Database services is the preferred and most efficient solution to meet regional 9-1-1 needs, and will provide significant cost-savings. Greater Harris 9-1-1 Network will host the NCTCOG ALI Database through an Interlocal Agreement, at no cost, utilizing its surplus infrastructure capacity. Additional services will be provided by 911Datamaster for software and support services, in an amount not to exceed \$550,000; and from GeoComm, Inc., for data processing and location change services, in an amount not to exceed \$75,000.

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

See Exhibit E15-02-3

Item 4. Resolution Authorizing Contract with National Council on Aging for Establishment of Benefits Enrollment Center

Doni Green, Director of Aging, told the Board that NCTCOG was selected as one of ten awardees nationwide of a \$100,000 grant application submitted to the National Council on Aging (NCoA) to establish a Benefits Enrollment Center (BEC). She explained how the BEC would be established and asked the Board to authorize a contract with the National Council on Aging to carry out the activities of the grant award.

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

See Exhibit E15-02-4

Item 5. Resolution Endorsing Submittal of Grant Application to the Federal Highway Administration's Strategic Highway Research Program 2 (SHRP2) Implementation Assistance Program

Michael Morris, Director of Transportation, requested endorsement of a previously submitted application for funds and authorization to receive funding, if awarded, in an amount of \$300,000, with a local in-kind contribution of an existing budgeted \$200,000 Regional Transportation Council (RTC) Local funds. He explained that funds will be used to develop SHRP2 product tools that will look at performance measures for decision making and transportation visioning for communities. Funds will also supplement various upcoming efforts, which may include corridor analysis on high-profile State facilities (State Highway 183, State Highway 5, State Highway 199, and Northwest Highway/Loop 12).

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

See Exhibit E15-02-5

Item 6. Resolution Endorsing Submittal of Grant Application to the Texas Department of Transportation for Advancing Small Transit Providers in North Central Texas

Michael Morris, Director of Transportation, asked the Board to endorse the previous submittal of a grant application to the Texas Department of Transportation, in the amount of \$211,470 in rural funding. The proposed project will leverage rural funding requested from TxDOT with urban funding currently available to NCTCOG for transit planning. The funds will be used to support small transit providers in North Central Texas and to expand the ability to implement Access North Texas and Task 3.05 of the UPWP. The total cost is \$302,100, which includes the grant request to TxDOT and requested TxDOT Transportation Development Credits to cover the

local match. The remaining \$90,630 will be provided by FTA urban funding currently available to NCTCOG, with local match to be provided by transit providers and existing sources.

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

See Exhibit E15-02-6

Item 7. Resolution Authorizing Submittal of Grant Application to the Department of Defense Office of Economic Adjustment

Dan Kessler, Assistant Director of Transportation, asked the Board to authorize the submission of a grant application to, and the receipt of funds from, the Department of Defense, Office of Economic Adjustment, in the amount of approximately \$450,000, to update the 2008 Joint Land Use Study (JLUS). He informed the Board that the Navy has recently nominated the Naval Air Station in Fort Worth (NAS Fort Worth) Joint Reserve Base (JRB) to receive funding from the Department of Defense Office of Economic Adjustment to support an update of the 2008 JLUS. He explained that the proposed scope of the study has been expanded to address encroachment issues and to preserve the capabilities of military operations at a number of military facilities across North Texas.

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

See Exhibit E15-02-7

Item 8. Resolution Authorizing Coordination with Grafton Technologies for Submittal of a Grant Application to the Transportation Research Board

Michael Morris, Director of Transportation, explained that NCTCOG has been asked to coordinate with Grafton Technologies on a grant submittal for the Transportation Research Board's Airport Cooperative Research Program (ACRP). Grafton Technologies will submit the overall grant application for an approximate amount of \$350,000. NCTCOG's portion of the grant is expected to be no greater than \$100,000. There is no local match requirement for this funding opportunity.

Councilmember Marshall left the meeting room.

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

See Exhibit E15-02-8

Item 9. Resolution Authorizing an Amended Agreement with the Texas Transportation Institute for Technical Assistance

Michael Morris, Director of Transportation, asked that Board to authorize an amendment to the current 2012 agreement between NCTCOG and TTI, to continue to provide research and technical assistance for the Texas Department of Transportation (TxDOT) in the amount of \$200,000, for a total contract amount of \$300,000 for Fiscal Years (FY) 2015 and FY2016.

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

See Exhibit E15-02-9

Item 10. Resolution Authorizing Use of RTC Local Funds to Support HOV/Managed Lane Pooled Fund Study

Michael Morris, Director of Transportation, explained that the unique design and operating characteristics of tolled managed lanes (relative to traditional High Occupancy Vehicle and toll roads) create various hurdles for all agencies and regions implementing managed lanes across the country. For this reason, the Federal Highway Administration has initiated the High Occupancy Vehicle /Managed Use Lane Pooled Fund Study as a way for

public agencies and other stakeholders to combine resources and achieve common research goals. The RTC endorsed NCTCOG's membership in the Pooled Fund Study in February 2015. Other members contributing similar amounts to the Pooled Fund Study are state departments of transportation from California, Florida, Georgia, Massachusetts, Minnesota, New York, Tennessee, Virginia, Washington, and the Metropolitan Planning Organization (MPO) from the San Francisco Bay Area, Metropolitan Transportation Commission. He asked for approval of \$60,000 in Regional Transportation Council Local funds to support involvement and participation in the Pooled Fund Study.

Councilmember Marshall returned to the meeting room.

Upon a Motion by Councilmember Lombard (seconded by Councilmember Jones Hill), and unanimous vote of all members present, except for Keith Self, who voted no, the Board approved the resolution as presented.

See Exhibit E15-02-10

Item 11. Resolution Authorizing the Purchase of Federal Highway Administration Household Travel Survey Data

Michael Morris, Director of Transportation, asked the Board to authorize the purchase of Federal Highway Administration Household Travel Survey Data, in an amount of approximately \$660,000, using Surface Transportation Program-Metropolitan Mobility funds. He explained that the Federal Highway Administration (FHWA) will start the National Household Travel Survey in the fall of 2015. The Texas Department of Transportation (TxDOT) is participating in this survey by purchasing 20,000 additional samples distributed throughout the State. NCTCOG will purchase an extra 2,500 survey samples distributed in the region to enhance the geographical resolution of the data. The data will be used in conjunction with other travel survey efforts completed by NCTCOG this year.

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

See Exhibit E15-02-11

Item 12. Resolution Authorizing Execution of an Agreement with the City of Mineral Wells for Innovative Aviation Data Collection using an Unmanned Aircraft

Michael Morris, Director of Transportation, informed the Board that the City of Mineral Wells has requested a partnership to collect high resolution imagery using Unmanned Aircraft Systems (UAS). This innovative project to increase the use of unmanned aircraft for data collection will benefit aviation planning at their municipal airport. He explained the proposed agreement terms and asked the Board to authorize an Interlocal Agreement between NCTCOG and the City of Mineral Wells for completion of the project.

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

See Exhibit E15-02-12

Item 13. Resolution Authorizing Foreign Travel for Hua Yang of the Transportation Department

Michael Morris, Director of Transportation, explained that Hua Yang would travel to the United States-China Transportation Forum in Shanghai, China to give a presentation on the successful travel demand model practices in the United States and that all travel expenses will be paid by the United States Department of Transportation.

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

See Exhibit E15-02-13

Item 14. Resolution Appointing a Legislator as an Ex-Officio Member of the North Central Texas Council of Governments' Executive Board

Mike Eastland, Executive Director, explained that in accordance with the process adopted by the Board, letters were mailed to each of the eligible legislators asking them to declare their interest in holding the Executive Board seat designated for a Legislator. Five letters of interest were received by members of the Legislature in this region, as listed below. Those names were randomly numbered by a member of the Board and then placed into a lottery and selected by another member of the Board, to assure an impartial selection. The name of Representative Jeff Leach was selected and he was appointed by resolution of the Board to hold the seat through January 31, 2017. The legislators who expressed an interest in the seat include:

- Senator Craig Estes
- Representative Cindy Burkett
- Representative Giovanni Capriglione
- Representative Nicole Collier
- Representative Jeff Leach

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

See Exhibit E15-02-14

Item 15. Action Providing Comments to the Environmental Protection Agency Regarding the Proposed Ozone Standard

Mike Eastland, Executive Director, asked the Board to approve a comment letter to be submitted to the Environmental Protection Agency (EPA) in response to Proposed Rule: National Ambient Air Quality Standards for Ozone, EPA-HQ-OAR-2008-0699; FRL-9918-43-OAR, which, among other provisions, would strengthen the current ozone standard between 65 – 70 parts per billion (ppb), with consideration to a level as low as 60 ppb. A 90-day comment period for the proposed rule ends on March 17, 2015.

Judge Self asked that the resolution wording be strengthened and staff agreed to do so.

Upon a Motion by Judge Self to accept the resolution provided the wording was strengthened, (seconded by Councilmember Lombard), and unanimous vote of all members present, the Board approved the resolution.

See Exhibit E15-02-15

Item 16. Resolution Supporting the Texas Legislature in Efforts to Reduce Reliance on General Revenue-Dedicated Accounts

Mike Eastland, Executive Director, asked the Board to approve a resolution to support the Texas Legislature as they consider proposals that would change the 25 year practice of using General Revenue-Dedicated Account balances to certify the state budget and encouraging them to use the funds for the purposes for which they were originally intended.

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

See Exhibit E15-02-16

Item 17. Item 17 was taken as the second item on the agenda.

APPOINTMENTS:

Item 18. Appointments to the Criminal Justice Policy Development Committee (CJPDC)

Kelly Schmidt, Senior Criminal Justice Planner, asked the Board to approve the nominations for appointment to the Criminal Justice Policy Development Committee (CJPDC). The CJPDC Nominations Subcommittee reviewed and recommended all the proposed nominations, as follows:

Criminal Justice Policy Development Committee - Proposed New Members:

- Mr. Chris Alexander, Assistant Director, Denton County CSCD
- Ms. Jennifer Gonzalez, PhD, Assistant Professor, UT School of Public Health (Dallas Regional Campus of UT Southwestern Medical Center)
- Mr. Arrick Jackson, PhD, Vice President of Continuing Education, Tarrant County College District
- Mr. Craig Johnson, Justice of the Peace, Wise County
- Ms. Molly Mabery, Community Relations Coordinator, Pecan Valley Centers for Behavioral and Developmental Health Care
- Ms. Kelli Martin, Research Unit Supervisor, Tarrant County CSCD
- Mr. Luis Soler, Chief of Police, City of Crowley
- Mr. Duane Steele, Dallas County Criminal Justice Advisory Board Coordinator, Dallas County
- Ms. Carmen White, Assistant District Attorney / Chief of Child Abuse Division, Dallas County District Attorney's Office
- Mr. Gary D. Word, Senior Pastor, Cityview Community Church, Assembly of God

Reappointments:

- Mr. Ed Drain, Assistant Chief of Police, City of Plano
- Rev. Ernie McCoulskey, Director, Kauf-Van Baptist Association
- Mr. John Sands, Citizen-At-Large, Hunt County

Upon a Motion by Judge Horn (seconded by Mayor Terrell), and unanimous vote of all members present, the Board approved the proposed appointments.

See Exhibit E15-02-18

STATUS REPORTS:

Item 19. Status Report on Agreement with Texas A&M University for Implementation of Texercise Select Research Study

Doni Green, Director of Aging, briefed the Board on the details of NCTCOG involvement with Texercise Select, an exercise program designed for older adults by the Cooper Clinic, under the direction of the Texas Department of Aging and Disability Services (DADS). She explained that DADS has contracted with Texas A&M to develop and implement a research study on the program and that Texas A&M will engage the Area Agency on Aging, to plan and carry out classes in Collin and Denton Counties as part of the study.

Item 20. Status Report Public Education Preparedness Campaign

Molly McFadden, Director of Emergency Preparedness, briefed the Board on a four week emergency preparedness campaign conducted by The Public Education Subcommittee. The campaign will begin in mid-March (and will also be promoted during the month of September). The total cost for the two month campaign is \$42,680 and it will include radio, television, and billboards.

MISCELLANEOUS:

Item 20. Old and New Business

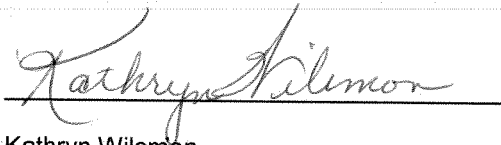
There was no old or new Business.

Item Attendance and Calendar

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

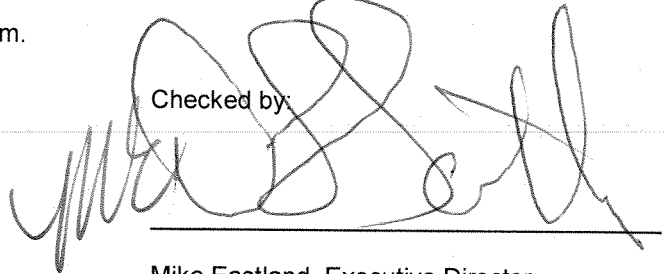
President Wilemon adjourned the meeting at 2:53 pm.

Approved by:



Kathryn Wilemon
President, North Central Texas Council of Governments
Mayor Pro Tem, City of Arlington

Checked by:



Mike Eastland, Executive Director
North Central Texas Council of Governments