

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

Minutes — January 23, 2014

Transportation Council Room  
616 Six Flags Drive  
Arlington, Texas

President Terrell called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 12:45 on January 23, 2014.

**Members of the Board Present:**

Stephen Terrell – President, Mayor, City of Allen  
Kathryn Wilemon – Vice-President, Councilmember, City of Arlington  
John Horn – Secretary/Treasurer, County Judge, Hunt County  
Bobbie Mitchell – Past President, Commissioner, Denton County  
Marcus Knight, Mayor, City of Lancaster  
Dr. Larry Marshall, Councilmember, City of Benbrook  
A.J. Mathieu, Councilmember City of Joshua  
Keith Self, County Judge, Collin County  
Lissa Smith, Mayor Pro Tem, City of Plano  
Vonciel Jones Hill, Councilmember, City of Dallas

**Members of the Board Absent:**

Clay Jenkins, County Judge, Dallas County  
Toni Rose, State Representative  
Daniel Scarth, Councilmember, City of Fort Worth  
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  
Michael Morris, Director of Transportation  
David Setzer, Director of Workforce Development  
Edith Marvin, Director, Environment and Development  
Molly Thoerner, Director of Emergency Preparedness  
Lucille Johnson, Assistant to the Executive Director  
Stephanie Cecil, Administrative Assistant, EDO  
Christy Williams, Program Manager, 9-1-1  
Bob Best, Audio/Video Comp Support Tech, Transportation  
Tamara Cook, Principle Planner, Transportation  
Debra Kosarek, Quality Assurance Manager, Workforce  
Michael Mallonee, Principal Planner, Transportation  
Mindy Mize, Program Manager, Transportation  
Molly Rendon, Fiscal Manager, Administration  
LeAnna Russell, Technical Coordinator, 9-1-1  
Shannon Stevenson, Program Manager, Transportation  
Karla Weaver, Principal Planner, Transportation  
Amanda Wilson, Public Involvement Manager, Transportation  
Sandy Wesch, Project Engineer, Transportation  
Sandra Barba, Planner, Environment and Development  
Whitney Vandiver, Communication Specialist, Transportation  
Christopher Story, Solutions Analyst, Research and Information Services  
David Raybuck, Solutions Architect, Research and Information Services  
Ali McCullough, Research Associate II, Research and Information Services

## REGULAR SESSION

### **2013 Service Awards**

The following employees received Service Awards for 2013. Those in attendance were recognized and presented with awards for their service by Executive Director Mike Eastland and Board President Mayor Steve Terrell.

#### Five Years

Christopher Anderson, Transportation  
Jacob Asplund, Transportation  
Sandra Barba, Environment & Dev.  
Mona Barbee, Administration  
Adam Beckom, Transportation  
Lori Berman, Workforce Development  
Sue Blasingame, Transportation  
Michael Branum, Transportation  
Melanie Devine, Emergency Preparedness  
Kimberley Diederich, Transportation  
Shawn Dintino, Transportation  
Nathan Drozd, Transportation  
Marcus Eyre, Transportation  
Staron Faucher, Transportation  
Kevin Feldt, Transportation  
Shyla Flores, Transportation  
Alycia Harp, PEBC  
Kevin Lovett, Administration  
Jody Loza, Transportation  
Sarah Luna, Workforce Development  
Norman Marquart, Administration  
Gregory Masota, Transportation  
Diane McCoy, Community Services  
Tracy Michel, Environment & Dev.  
Robert Pacleb, Transportation  
Donald Parker, Transportation  
Behruz Paschai, Transportation  
Melva Pryor, Transportation  
Thomas Shelton, Transportation  
Angela Smith, Transportation  
Robert Sprosty, Transportation

#### Five Years, cont.

Trina Stokes, Transportation  
Hoyt Taylor, Administration  
Sandra Wesch, Transportation  
Ralph Zaragoza, Transportation  
Ten Years

Kent Andersen, Workforce Development  
Angela Carson, Transportation  
Brian Ellsworth, Research & Info. Services  
Dora Kelly, Transportation  
Lisa Key, Transportation  
Bandi Lundberg, Administration  
Richard McComb, Transportation  
Sonia Monga, Research & Info. Services  
Trey Pope, Transportation  
Christine Tran, Community Services

#### Fifteen Years

Therese Bergeon, Transportation  
Ken Kirkpatrick, Transportation  
Chad McKeown, Transportation  
Arash Mirzaei, Transportation  
Jeffrey Rice, Environment & Development  
Tina Rider, Community Services

#### Thirty Years

Samuel Brush, Environment & Development

### **ACTION:**

#### **Item 1. Approval of Minutes**

Mayor Terrell announced that the first item on the agenda was approval of the minutes.

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

*See Exhibit E014-01-2*

#### **Item 2. Resolution to Accept and Approve the Quarterly Investment Report**

Monte Mercer, Deputy Executive Director, presented the quarterly investment Report, which complies with the Public Funds Investment Act, provides information on the investment activity for the quarter ending December 31,

2013 and shows the average rate of return, cumulative transactions, and beginning and ending balances for the quarter. A supplementary schedule showing the State's investment activity for Regional Toll Revenue funds as well as the NTTA Hwy 161 funds was also provided to the Board.

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

*See Exhibit E014-01-2*

**Item 3. Resolution Endorsing Submittal of Grant Application and Authorization to Receive Funding from Wells Fargo for the Environmental Solutions for Communities Project**

Michael Morris, Director of Transportation, explained that funding available through the Environmental Solutions for Communities Program will be used for assessing the use of green infrastructure techniques along State Highway 199 through the cities of Sansom Park and Fort Worth. The funds include \$200,000 (\$100,000 from Wells Fargo plus \$100,000 local match), a match of \$50,000 from Regional Transportation Council (RTC) local funds, and local governments partner funds of \$30,000 from Tarrant County, \$10,000 from the City of Sansom Park, and \$10,000 from the Sansom Park Economic Development Corporation.

In addition to assessing green infrastructure, this funding will create a vision for the corridor, detail drainage and active transportation improvements, recommend improvements to stormwater drainage, and identify near and long-term implementable projects along the corridor. The project is anticipated to begin in June 2014 and conclude in June 2015 with the development of a Corridor Master Plan.

The Board agreed that the Resolution be amended to specify the \$50,000 match in local RTC funds.

Upon a Motion by Judge Self (seconded by Mayor Pro Tem Smith), and unanimous vote of all members present, the Board approved the amended resolution.

*See Exhibit E014-01-3*

**Item 4. Resolution Approving Sponsorship of North Texas Tollway Authority Toll Tags as an Abatement for Reduced Access**

Michael Morris, Director of Transportation, requested approximately \$100,000 for the purchase of toll tags as an abatement for a very unique situation that has no historical precedence. This situation occurred as a result of construction of the Chisholm Trail Parkway in southern Tarrant County. He provided background information that showed how Old Granbury Road was truncated in a way that impeded access to low income residents residing in a retirement village and created a hardship for them, including: a map of the truncated roadway, the resultant circuitous alternate paths, detailed performance measures on the change in access, the proposed action, and the principles RTC would use for future hardship cases. It was determined that the purchase of toll tags (which will be reimbursed by Tarrant County) was a cost-effective solution to maintain accessibility for the retirement village. The cost of this solution is significantly less than the millions of dollars in transportation improvements that would otherwise be necessary to mitigate the change in access.

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

*See Exhibit E014-01-4*

**Item 5. Resolution Authorizing Agreement with Eco-Counter, Inc., for Purchase of Bicycle and Pedestrian (Active Transportation) User Count Equipment and Services**

Michael Morris, Director of Transportation, informed the Board that in order to address performance measures in the Metropolitan Transportation Plan: Mobility 2035 – 2013 Update; and to support effective bicycle and pedestrian planning at the local and regional level, a regional pilot program would be initiated to collect counts of bicycle and pedestrian usage throughout the region. The program will be used to obtain new baseline data for

uses such as trend analysis, updating air quality calculations for active transportation facilities, and to help identify non-motorized commuting patterns and volumes in the region. The monitoring program equipment will collect data related to the volume, direction, time of day, and types of users (bicycle or pedestrian) of shared use paths (trails).

The Consultant Selection Committee reviewed and evaluated two proposals submitted in response to a Request for Proposals (RFP) and recommended Eco-Counter, Inc. This contractor has also provided equipment and services for the Metropolitan Planning Organizations in Houston and the cities of San Antonio, Austin, and Plano.

The agreement with Eco-Counter, Inc. will include equipment, initial installation and training services, and electronic data and operations/maintenance assistance over a five-year period, in an amount not to exceed \$160,687 (\$117,314 of federal Surface Transportation Program – Metropolitan Mobility (STP-MM) funds and \$43,373 local funds).

Upon a Motion by Councilmember Jones Hill (seconded by Mayor Pro Tem Smith), and unanimous vote of all members present, except Judge Self, who voted no, the Board approved the resolution as presented.

*See Exhibit E014-01-5*

**Item 6. Resolution Authorizing Purchase and Placement of Advertising and Publications for Transportation Initiatives**

Michael Morris, Director of Transportation, requested Board approval to combine all Transportation Department advertising purchases for a total purchase of up to \$628,000. This will allow lower advertising rates with media outlets and cross communication among programs, when feasible. The funds will be used to place advertisements that support Transportation Department activities such as Public Meeting Notices, Ozone Season Emissions Reduction Campaign, Aviation Careers, Bike/Pedestrian Safety Program, Congestion Demand Management Program, and Vehicle Technologies Responsibility Program. Advertisements may be presented through print and online publications, radio spots, bill boards, social media, transit and kiosks.

Funding sources include: the Congestion Mitigation and Air Quality (CMAQ) Improvement Program, the Texas Department of Transportation (TxDOT) Transportation Enhancement (TE) Funds, funds from the Texas Commission on Environmental Quality (TCEQ), Regional Transportation Council (RTC) local funds, Transportation Planning Funds (TPF) and Partner Contributions.

Upon a Motion by Councilmember Wilemon (seconded by Mayor Knight), and unanimous vote of all members present, except Judge Self, who voted no, the Board approved the resolution as presented.

*See Exhibit E014-01-6*

**Item 7. Resolution Approving the FY2014-2015 Regional Solid Waste Funding Process**

Edith Marvin, Director of Environment and Development, asked the Board to approve a resolution authorizing the FY2014-2015 Regional Solid Waste Funding Process. She explained that the state uses a formula (combining population area, percentage of the solid waste tipping fee paid, and public health factors) to return a portion of the solid waste tipping fees through Councils of Governments for regional and local solid waste management activities. The majority of the funds are earmarked for local governments and other eligible entities to implement solid waste management projects that support the *Regional Solid Waste Management Plan*. NCTCOG will receive approximately \$2.1 million for the FY2014-2015 biennium.

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

*See Exhibit E014-01-7*

**Item 8. Resolution Authorizing a Contract with Woolpert to Provide High-Resolution Orthophotography**

Tim Barbee, Director of Research & Information Services, reminded the Board that since 2001, NCTCOG has facilitated the purchase of high-quality, color, digital aerial photography (orthos), for those member agencies who choose to participate, as a cost-sharing objective. He asked for approval of a contract with Woolpert at a cost not to exceed \$70,000.

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

*See Exhibit E014-01-8*

**Item 9. Resolution Authorizing the Application for Service Provider Certificate of Operation Authority (SPCOA) to the Texas Public Utility Commission (PUC)**

Christy Williams, Chief 9-1-1 Program Manager, informed the Board that the routing of 9-1-1 calls is limited by current Public Utilities Commission (PUC) rules to those organizations and businesses that hold Service Provider Certificate of Operations Authority (SPCOA) certification. She explained that this certification would allow the Regional 9-1-1 Program, or supplemental contracted systems and resources, to provide 9-1-1 database management services. After recently implementing the core services of an Emergency Services IP network (ESInet), NCTCOG has a need to transition the current legacy database to a geographically based Next Generation 9-1-1 (NG9-1-1) database. NCTCOG's NG9-1-1 system includes the ability to route and re-route 9-1-1 calls based on geography and specific incidents or events. The acquisition of this certificate would allow NCTCOG to eliminate telephone company selective routers and the costs associated with them.

Similar applications have been filed by some of the 9-1-1 districts in the state. NCTCOG is working with Mission Critical Partners and the 9-1-1 Alliance to create our application and they have undergone legal review. NCTCOG has notified the Commission on State Emergency Communications (CSEC) of the request to transition to a new database platform. CSEC has also received approval to apply for a SPCOA.

Upon a Motion by Councilmember Mathieu (seconded by Mayor Pro Tem Smith), and unanimous vote of all members present, except Judge Self, who voted no, the Board approved the resolution as presented.

*See Exhibit E014-01-9*

**APPOINTMENTS:**

**Item 10. Appointments to the Regional Aging Advisory Committee (RAAC) and Election of Officers**

Doni Green, Chief Aging Program Officer, informed the Board that during its November 12, 2013 meeting the Regional Aging Advisory Committee (RAAC) selected the following persons to serve as officers during Calendar Year 2014: President, Martin Rechnitzer of Johnson County; Vice-President, Joe Milligan of Hunt County; Secretary, Allen Sumners of Somervell County.

The terms of membership for the 28 member Committee are based on staggered three-year terms with approximately one-third of the membership appointed each year. The committee currently has 14 vacancies. To fill those vacancies, the NCTAAA solicited nominations from county judges and local contractors, and received eleven nominations. Of these eleven nominations, three are re-nominations, as follows:

1. Pat Bonds, Johnson County, re-nominated by Judge Roger Harmon
2. Caye Mauney, Mineral Wells, re-nominated by Judge David Nicklas
3. J. C. Campbell, Granbury, re-nominated by Judge Darrell Cockerham

Eight of the nominations are first-time nominations, as follows:

4. Tim Woodruff of Decatur
5. Homer Norville, Sr. of Kaufman
6. Bailee McCauley of Morgan Mills
7. Linda Ake of Dublin
8. Vivian Conrad of Mineral Wells
9. Deborah Richardson of Corsicana
10. Stephen Straughan of Rockwall
11. Laverne West of Somervell

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

*See Exhibit E014-01-10*

**Item 11. Appointments to the Emergency Preparedness Planning Council (EPPC)**

Molly Thoerner, Director, Emergency Preparedness, asked the Board to approve seven representatives to the Emergency Preparedness Planning Council (EPPC) due to end-of-term rotations that left certain population category positions open. She explained that the Board appoints qualified local elected officials to serve a two-year term from a pool of nominations. The Council is responsible for providing policy direction and oversight functions pertaining to the development and maintenance of a coordinated and integrated regional approach to emergency management planning and response systems. The Council recommends how the region can most efficiently and effectively utilize state and/or federal funds to fill gaps in preparedness, response, recovery, and mitigation capabilities. The following nominations were recommended and the nomination period has been extended to fill two additional seats.

- Connie White, Trophy Club
- Joe Frizzell, Midlothian
- Raymond Stephens, Forney
- Stephen Mason, Cedar Hill
- Scott Turnage, North Richland Hills
- Roger Harris, McKinney
- Shirley Roberts, Mesquite

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

*See Exhibit E014-01-11*

**STATUS REPORTS:**

**Item 12. Research and Information Services Staff Recognized in National Competition for Work on the Texas Connector**

Tim Barbee, Director of Research & Information Services, commended Chris Story, Ali McCullough, Sonia Monga and David Raybuck as part of a team that recently earned the silver medal in the National Civic Data Challenge with their Texas Connector Application. The Civic Data Challenge is a national competition for applicants that have turned raw civic health data into useful information that can have a direct impact on public decision-making. Judges for the competition included executives from such companies as Amazon, Salesforce, CraigsList, and Facebook.

The Texas Connector is an online, interactive mapping tool that links needs with nonprofits providing a snapshot of social service needs and resources to allow funders, local and state government leaders, researchers, and the non-profit community to more effectively evaluate and meet Texas growing needs. Texas Connector bridges the information gap between the areas served by nonprofits and the underserved communities of Texas.

**Item 13. Status Report on North Central Texas Council of Governments Population and Employment Forecasting Model**

As detailed in the Memo to the Board, Dan Kessler, Assistant Director of Transportation, briefed the Board on the process underway for the development of future forecasts for regional population and employment that will be used to drive the development of Mobility 2040, the region's next metropolitan transportation plan (anticipated completion in early 2016). These Demographic forecasts are developed approximately every four years through a collaborative process involving staff from both Research and Information Services (RIS) and Transportation Departments, as well as input from local governments and partner agencies. He explained the first step in the process of developing the forecasts, the establishment of Regional Control Totals, which are estimates of future total population and employment developed by examining and comparing a number of external sources. The Control Totals are used to set the ceiling for future level of activity within the forecast horizon year, now 2040. The forecasts currently being used in the region were approved by the Board in February of 2011.

**OLD AND NEW BUSINESS:**

**Item 14. Discussion of Process for Reviewing NCTCOG Bylaws to Consider Possible Amendments**

Mike Eastland, Executive Director, reminded the Board that in December, they had discussed the fact that the recent use of the Bylaws to appoint a replacement member to the Board and to replace vacancies in the officers of the Board brought to light the fact that the Bylaws may need revision in several areas. He encouraged the Board, at that time, to consider if and how they would like to approach the consideration of amending the Bylaws.

After discussion it was decided that the best way for the Board to consider amendments of the bylaws would be acting as a "Committee of the Whole." The Board agreed to meet an hour before its regular meeting in February and to continue to do so in succeeding meetings for so long as necessary to complete its work.

**Item 15. Report on Potential Legislation to Allow Councils of Governments to Create 9-1-1 Districts**

Mike Eastland, Executive Director, explained that he wanted the Board to be fully aware and informed of activities regarding the possible creation of 9-1-1 districts. He pointed out that several councils of governments in Texas are seriously considering asking for the introduction of a bill in the 2015 legislative session that would give them authority to create a 9-1-1 District within their territory and thus withdraw from the state's 9-1-1 program, as the Capital Area Council of Governments did during the last regular session. He highlighted the current considerations regarding 9-1-1 Districts.

One approach that is being considered calls for umbrella legislation that allows for a regional district to be formed by formal action of those entities that it would serve. If formed, the entities served would determine the composition of its governing board and would set policies and adopt its budget. The council of governments would serve as its fiscal and administrative agent and be responsible for staffing.

Other considerations include a provision that existing Emergency Communication Districts or municipal 9-1-1 Districts could merge with a COG district with the official consent of the respective governing bodies. An individual municipality currently served by an Emergency Communication District could not opt out of that district and become a member of a COG district unless the district voted to let it do so and the COG district voted to accept it. However, all 9-1-1 districts would be permitted to contract with each other through interlocal agreements to provide enhanced public safety and to promote increased fiscal efficiency and service effectiveness.

COG districts would be allowed to assess a fee on land lines and wireless phones at up to 50 cents a month, as is now authorized by state legislation. The existing surcharge of six cents per month that all 9-1-1 entities currently remit to the state would stay in place so that appropriate 9-1-1 services can be delivered in sparsely populated regions of Texas.

The overarching reason for creating a COG 9-1-1 District would be to assure that the region has the best planned approaches and the best technology for delivering emergency services to its citizens. This could be assured if the 50 cent per month fee paid by citizens and businesses was retained within the region where it is assessed. These fees are now being remitted to the State Comptroller and held in a dedicated fund. Each Legislative

Session, each Council of Governments puts forth a funding request to the Commission on State Emergency Communications (CSEC) and the Commission produces a Legislative appropriation request to submit to the Legislature, which is typically less than the amount requested by the COGs. The Legislature then determines how much funding it will actually appropriate. The state is currently holding some \$140-\$160 million of 9-1-1 dedicated funds collected over the last several years. Due to the significant amount of unappropriated funds, it is impossible for COGs to have a reliable long-term capital equipment purchase and replacement plan. The non-COG districts directly receive all funds derived from the fees collected in their jurisdictions and therefore do not operate under the disadvantaged situation that COGs do. The ability to create a COG district would give NCTCOG equal footing with other districts and would guarantee this region's citizens the best level of service possible in a timely manner.

Planned next steps are to reach out to all potentially affected parties to discuss the proposal to have legislation drafted, determine their support for this action, receive any suggestions they may offer and, if these parties agree to move forward, begin the effort with them taking the lead to garner legislators' support.

The Regional Advisory Committee for NCTCOG's 9-1-1 program has given its blessing to begin the process just described and has indicated that, at this point, it believes the creation of a district in this region would offer many benefits.

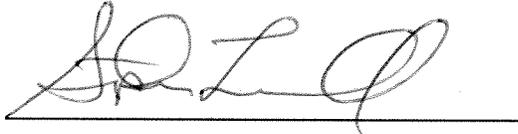
**MISCELLANEOUS:**

**Item**        16.    Future Calendar and Board Attendance

The Board was provided a calendar of upcoming meetings and a record of attendance.

President Terrell adjourned the meeting at 2:38 p.m.

Approved by:



Stephen Terrell  
President, North Central Texas Council of Governments  
Mayor, City of Allen

Checked by:



Mike Eastland, Executive Director  
North Central Texas Council of Governments