

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

Minutes — March 27, 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 12:50 pm on March 27, 2014.

Members of the Board Present:

Stephen Terrell – President, Mayor, City of Allen
Bobbie Mitchell – Past President, Commissioner, Denton County
Clay Jenkins, County Judge, Dallas County
Marcus Knight, Mayor, City of Lancaster
Dr. Larry Marshall, Councilmember, City of Benbrook
A.J. Mathieu, Councilmember City of Joshua
Toni Rose, State Representative
Daniel Scarth, Councilmember, City of Fort Worth
Keith Self, County Judge, Collin County
Lissa Smith, Mayor Pro Tem, City of Plano
B. Glen Whitley, County Judge, Tarrant County

Members of the Board Absent:

Kathryn Wilemon – Vice-President, Councilmember, City of Arlington
John Horn – Secretary/Treasurer, County Judge, Hunt County
Vonciel Jones Hill, Councilmember, City of Dallas

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 of Environment and Development
Molly Thoerner, Director of Emergency Preparedness
Lucille Johnson, Assistant to the Executive Director
Stephanie Cecil, Administrative Assistant, Executive Director's Office
Dan Kessler, Assistant Director of Transportation
Ken Kirkpatrick, Counsel, Transportation
James Powell, Assistant Counsel, Transportation
Bob Best, Audio/Video Comp Support Tech, Transportation
Shannan Ramirez, Assistant Director of Finance, Administration
Doni Green, Chief Aging Program Officer, Area Agency on Aging
Randy Richardson, Fiscal Analyst, Workforce
Stephanie Mullen, Grants and Contracts Supervisor, Transportation
Rebekah Hernandez, Communications Coordinator, Transportation
Linda Johnson, Grants & Contracts Coordinator, Transportation

Visitors Present:

Jonathan Grummer, Citizen

REGULAR SESSION

ACTION:

Item 1. Approval of Minutes

President Terrell stated that the first item on the agenda was approval of the minutes from the February 27, 2014 Board meeting.

Upon a Motion by Councilmember Marshall (seconded by Mayor Pro Tem Smith), and unanimous vote of all members present, the Board approved the minutes of the February Executive Board meeting.

Item 2. Resolution Authorizing Approval of Aging Area Plan

Doni Green, Chief Aging Program Officer, presented an Executive Summary of the North Central Texas Area Agency on Aging (NCTAAA) two-year plan to serve older persons and their family caregivers in the 14 counties surrounding Dallas and Tarrant Counties. She pointed out that the completed plan was reviewed, approved and recommended for favorable consideration by the Regional Aging Advisory Committee at its March 10 meeting. The NCTAAA is required to develop a Plan for the service area by both the Older Americans Act of 1965 and the Texas Department of Aging and Disability Services (DADS). The plans are required in order to provide, administer, and coordinate health and social services for persons age 60 and over, and their family caregivers.

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

See Exhibit E14-03-2

Item 3. Resolution Authorizing Addition of Two Part-Time Employees for Aging Program

Doni Green, Chief Aging Program Officer, explained that the North Central Texas Aging and Disability Resource Center (ADRC) assists persons of all ages, who have disabilities, in accessing long-term services and supports. Since 2008 NCTCOG has served as the lead agency for ADRC, which is funded through a competitive procurement process by the Texas Department of Aging and Disability Services (DADS) and is staffed by NCTCOG's Aging Program. The ADRC has been serving only four counties—Collin, Denton, Hood, and Somervell. DADS is expanding ADRC services and requiring the North Central Texas ADRC program to serve people in all 14 counties in the service area, including Ellis, Erath, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, and Wise. DADS has awarded Aging approximately \$100,000 per annum to support these expansion efforts and Aging wishes to add two new part-time case managers in order to serve the entirety of the service area. Annualized salary expenses are approximately \$40,000 for both positions combined.

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

See Exhibit E14-03-3

Item 4. Item Removed

This item was removed before the Board meeting began.

Item 5. Contract with a Consultant to Provide Ongoing Support and Annual Enrollment Assistance for PEBC

Tim Barbee, Director of Research & Information Services, explained that the Public Employee Benefits Cooperative (PEBC) is administered by NCTCOG and provides for joint purchase and cost-effective, centralized administrative services for employee health insurance benefits to five entities: Dallas County, Denton County, Parker County, the North Texas Tollway Authority and Tarrant County. PEBC activities affect over 28,000 current employees and retirees and consist of over 103,000 records.

The Research and Information Services Department (RIS) enhances and provides support for the application used by PEBC to provide these services and maintain these records. The consultant would augment existing RIS staff with expertise specific to this highly customized application and assist RIS, through December 2014, with troubleshooting and support services, including development assistance during the open enrollment process starting in September. The consultant contract is for an amount not to exceed \$50,000, which will be funded by PEBC.

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

See Exhibit E14-03-5

Item 6. Resolution Approving the Renewal of the Facility Lease for the Terrell Workforce Facility

David Setzer, Director of Workforce Development, explained that the lease for the current Terrell Workforce facility (\$12.75 per square foot) ends on March 31, 2014. The Landlord has agreed to a five (5) year extension at a price not to exceed \$15.50 per square foot (excluding taxes, insurance, common area maintenance, utilities, and janitorial). A market survey of other comparable properties showed that this rate is within the market price for that surrounding area. Staff believes that pricing, proximity, parking and the square footage of the current Terrell Workforce facility still make it an optimum location. The lease price includes the following improvements:

- New carpet
- Construction of additional storage closet
- Demolition of specific interior wall necessary to create more open work environment
- Removal of shelving and wall paper attached to specific interior wall and repaint

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

See Exhibit E14-03-6

Item 7. Resolution Approving the Termination of the Facility Lease for the Rockwall Workforce Center

David Setzer, Director of Workforce Development, explained that the North Central Texas Workforce Development Board is proposing the closure of the Rockwall Workforce Center, currently located at 102 South 1st Street, Rockwall, Texas, in order to address an emerging need to partner with the Tarrant County Workforce Board for a joint workforce center near the Denton-Tarrant County line. This change is being considered for the following reasons:

- An emerging need to address the exploding employer base in Southern Denton County
- Projected loss of existing Rockwall lease space in June 2015
- Lower demand for service in Rockwall County
- Close proximity to the Plano, Greenville or Terrell centers

The North Central Texas Workforce Development Board has been informed that all notifications of such closure have been either made or shall be timely made in accordance with state and federal law, including notifying the Texas Workforce Commission, elected officials and staff of the workforce centers. The impact of transition of service will be mitigated through use of the Mobile Workforce Unit on site in Rockwall County for six months.

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

See Exhibit E14-03-7

Item 8. Resolution Authorizing Submittal of Grant Application and Authorization to Receive Funding from the Federal Highway Administration for Development of Analytical Products

Michael Morris, Director of Transportation, explained that the Federal Highway Administration (FHWA) is soliciting proposals for research and development projects that could lead to innovative changes and

revolutionary advances for transportation planning in the United States. The objective is to advance the practice and application of transportation planning among state, metropolitan, regional, local, and tribal transportation planning governments in response to significant changes in the planning process; and to identify new tools, techniques, and approaches that respond to national transportation planning priorities.

The FHWA has budgeted approximately \$1,500,000 for fiscal year 2014 to fund this research program. If awarded, the grant for approximately \$500,000 (\$400,000 FHWA + \$100,000 RTC local match) will be utilized to develop analytical tools, data products, and behavioral models that can be used in transportation forecasting, planning, management, and funding allocation of projects.

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

See Exhibit E14-03-8

Item 9. Resolution Authorizing a Consultant Contract with Kimley-Horn and Associates, Inc., to Implement the Regional Traffic Signal Retiming Program

Michael Morris, Director of Transportation, explained that the goal of the Regional Traffic Signal Retiming Program is to maximize the capacity of the existing roadway system by improving traffic operations through signal retiming along selected corridors. It is anticipated this program will continue to reduce mobile source emissions. The selected consultant will establish a baseline analysis, implement signal retiming, perform subsequent analysis (improved conditions) and prepare an executive summary of the program for signalized intersections across jurisdictional boundaries. The contract, in an amount not to exceed \$2,700,000 will use Congestion Mitigation and Air Quality Improvement Program funds. Kimley-Horn and Associates, Inc. was selected for this project by a Consultant Selection Committee from among four firms that submitted proposals in response to a Request for Proposals.

A Project Review Committee (PRC) established the identification of criteria for corridor selection. In December 2013, NCTCOG issued a Call for Projects to local agencies for a list of prioritized corridors to be considered. The PRC will meet to finalize corridor selection in spring 2014. NCTCOG staff will then begin contracting with local agencies and collecting local match. The consultant will not be authorized to proceed in each corridor until corresponding local match has been identified.

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

See Exhibit E14-03-9

Item 10. Resolution Endorsing the Regional Transportation Council November 4, 2014, Constitutional Amendment Position Statement

Michael Morris, Director of Transportation, requested Board endorsement of a Regional Transportation Council position statement supporting Senate Joint Resolution 1 (SJR 1), approved by the 83rd Legislature at the 3rd Called Session. SJR 1 proposes a constitutional amendment that will appear on the November 4, 2014 ballot and, if approved, would result in an estimated \$1.4 billion per year for the state highway fund. Although this would not fully fund the state's overall transportation needs, it would be a key component toward securing critical funding for transportation projects in Texas.

In advance of this election, the Regional Transportation Council adopted a position statement expressing support for the proposed constitutional amendment, that reads as follows:

November 4, 2014 Constitutional Amendment Election Position Statement

SJR 1, approved by the 83rd Legislature at the 3rd Called Session, proposes a constitutional amendment that will appear on the November 4, 2014, ballot for voter approval.

Constitutional Amendment for Transportation Funding

The constitutional amendment providing for the use and dedication of certain money transferred to the state highway fund to assist in the completion of transportation construction, maintenance and rehabilitation projects, not to include toll roads.

*The Regional Transportation Council **supports** the proposed constitutional amendment to address transportation funding in Texas. If approved, the amendment would require the Comptroller of Public Accounts to deposit one-half of the amount of oil and gas production tax revenue that exceeds certain amounts already allocated by law into the state highway fund for the sole purpose of constructing, maintaining and acquiring rights-of-way for public roadways other than toll roads.*

The proposed amendment would result in an estimated \$1.4 billion per year for the state highway fund. Although this would not fully fund the state's overall transportation needs, it would be a key step toward securing critical funding for transportation projects in Texas.

Judge Self expressed regret that the Board was being asked to vote on SJR1 because he does not believe that it is a fix to the state's transportation problems and that it will only deflect progress on a real solution. He asked that, at the least, the Resolution be amended to place a focus on the fact that it is only a partial remedy, at best.

Upon a Motion by Judge Whitley (seconded by Commissioner Mitchell), and unanimous vote of all members present, except for Judge Self, who abstained, the Board approved the resolution as amended.

See Exhibit E14-03-10

STATUS REPORTS:

Item 11. Status Report on the Federal Transit Administrations Review of the North Central Texas Council of Governments Title VI Program

Ken Kirkpatrick, Legal Counsel for Transportation, reminded the Board that on May 23, 2013, they approved the NCTCOG Title VI Program. This program documents how the agency complies with requirements to ensure nondiscrimination based on race, color, national origin, religion, sex, age, or disability. NCTCOG submitted the Title VI Program to the Federal Transit Administration (FTA) last year and has recently received the results of the FTA's review. He briefed the Board on the minor comments received from the FTA and the response NCTCOG submitted in order to be in full compliance.

Item 12. Announcement of the President's 2014-15 Executive Board Nominating Committee

Mike Eastland, Executive Director, explained that it has been customary for the current President to serve as Chairman of the Nominating Committee, along with several of NCTCOG's past presidents. He provided a list of Nominating Committee members that will be appointed by President Terrell in order to qualify prospective nominees and prepare a slate of Officers and Directors to be considered for election at the General Assembly, which is scheduled for June 20, 2014. Mr. Eastland also stated that he would send out nominations forms in April as the Nominations Committee would meet on May 22, 2014.

MISCELLANEOUS:

Item 13. Old and New Business

Commissioner Mitchell noted that the attendance figures for her were transposed on the attendance sheet and asked that they be corrected.

Item 14. Future Calendar and Attendance

The Board was provided with a calendar and a record of attendance for their review and information.

There being no other business, President Terrell adjourned the meeting at 2:27 pm.

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