

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

Minutes — May 22, 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 12:51 p.m. on May 22, 2014.

Members of the Board Present:

Stephen Terrell – President, Mayor, City of Allen
Kathryn Wilemon – Vice-President, Councilmember, City of Arlington
Bobbie Mitchell – Past President, Commissioner, Denton County
Vonciel Jones Hill, Councilmember, City of Dallas
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
Daniel Scarth, Councilmember, City of Fort Worth
Lissa Smith, Mayor Pro Tem, City of Plano

Members of the Board Absent:

John Horn – Secretary/Treasurer, County Judge, Hunt County
Toni Rose, State Representative
Keith Self, County Judge, Collin County
B. Glen Whitley, County Judge, Tarrant County

Members of the Staff Present:

Mike Eastland, 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
Lucille Johnson, Assistant to the Executive Director
Shannan Ramirez, Assistant Director of Finance, Administration
Doni Green, Chief Aging Program Officer, Area Agency on Aging
Stephanie Cecil, Administrative Assistant, EDO
Shad Lancaster, Manager, Emergency Preparedness
Bob Best, Audio/Video Comp Support Tech, Transportation
Amanda Brimmer, Senior Planner, Transportation
Dana Buckholt, Operations Manager, Workforce
Lori Clark, Principal Planner, Transportation
Debra Kosarek, Quality Assurance Manager, Workforce
Molly Rendon, Fiscal Manager, Administration
Kelly Schmidt, Senior Criminal Justice Planner
Shannon Stevenson, Program Manager, Transportation
Karla Weaver, Principal Planner, Transportation
Kay O'Dell, Workforce Development
Angela Smith, Planner, Transportation
Andrew Malkowski, Planner, Transportation
Nicholas Lagrassa, Program Assistant, Emergency Preparedness
Tamara Cook, Principle Planner, Transportation

Visitors Present:

Neil Strassman, Tarrant County Judge Glen Whitley's Office
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 April Board meeting.

Upon a Motion by Councilmember Marshall (seconded by Commissioner Mitchell), and unanimous vote of all members present, the Board approved the minutes of the April Executive Board meeting.

Item 2. Resolutions Endorsing FY 2015 Criminal Justice Priorities for North Central Texas

Kelly Schmidt, Senior Criminal Justice Planner, explained that under an Interlocal Cooperation Agreement with the Office of the Governor's Criminal Justice Division (CJD), NCTCOG is responsible for determining regional criminal justice priorities, which are then submitted annually to CJD for funding consideration. All applications for funding were reviewed, discussed and scored by the Criminal Justice Policy Development Committee (CJPDC) and are now recommended to the Board for endorsement and submission to CJD. Priority lists, as submitted in the agenda, were developed based on high score to low score, in the following categories.

General Victim Assistance – Direct Services: The CJPDC recommended funding for 26 new project requests and 75 continuation projects exceeding \$7 million for an estimated allocation of \$5.5 million.

Justice Assistance Grant: The CJPDC recommended 40 new project requests and one continuation project exceeding \$2.3 million for an estimated regional allocation of \$1.2 million.

Juvenile Justice and Delinquency Prevention: The CJPDC recommended funding for seven (7) new project requests and 12 continuation projects exceeding \$1.4 million for an estimated allocation of at least \$900,000.

Violent Crimes Against Women: The CJPDC recommended funding for eleven (11) new project requests and seven (7) continuation projects exceeding \$1 million for an estimated allocation of at least \$900,000.

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 E14-05-2

Item 3. Resolution Authorizing the Lease of Workforce Center Copiers from Xerox

As detailed in a memo to the Board, David Setzer, Director of Workforce Development, explained that during the transition to a new workforce subcontractor in 2010, NCTCOG assumed two existing contracts for copiers from the companies of Xerox and Ricoh. Since NCTCOG had an existing contract with Xerox for their main headquarters, all existing Xerox contracts were combined and renewed in one (1) sixty (60) month contract that began in December 2011. The balance of the copiers (26) were included in an existing contract with Ricoh, which did not expire until March 31, 2014. At that time, NCTCOG negotiated with both Ricoh and Xerox for a new contract and selected Xerox as the vendor for all workforce center copiers based on their competitive bid.

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

See Exhibit E14-05-3

Item 4. Resolution Approving the Renewal of the Facility Lease for the Greenville Workforce Center

David Setzer, Director of Workforce Development, explained that because of potential funding cuts at the time, the Workforce Board lease term for the current Greenville Workforce facility, owned by the City of Greenville, was renewed for just one year and expired on March 31, 2014.

Although the current funding situation is projected to be sufficient to support the Greenville Workforce Center location, the City of Greenville is in the process of selling the building. Due to this uncertainty, staff is requesting the one (1) year renewal option available with the current lease at the current rent rate. This will allow time for an adjustment to the new ownership and for discussions of improvements and modifications that had previously been requested.

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

See Exhibit E14-05-4

Item 5. Resolution to Approve Additional Child Care Staffing to Meet TWC Child Care Funding Requirements

David Setzer, Director of Workforce Development, explained that during the last legislative session, additional focus was placed on the Texas Rising Star Program that recognizes child care providers for the quality of service that they provide. Additional funding was allocated during that session to provide early childhood specialists to assess and mentor child care providers. Staff proposed that four additional FTE Early Childhood Specialists be employed for this purpose and stated that an additional \$143,420 of Child Care Quality funding will be allocated by the Texas Workforce Commission for the remainder of FY 2014.

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

See Exhibit E14-05-5

Item 6. Resolution Authorizing Funds to Update Hazard Mitigation Action Plans (HazMAPs) for Denton and Collin Counties

Shad Lancaster, Manager of Emergency Preparedness, explained that the Emergency Preparedness Department applied for Pre-Disaster Mitigation grant program funding totaling \$333,333.32 to update HazMAPs for Denton and Collin Counties and the participating jurisdictions therein. This amount includes a 25% local non-federal match of \$83,333.33 and a 75% federal share of \$249,999.99.

The planning grant for Denton and Collin counties was approved and funded in the amount of \$250,000. Work on the two plans will begin in June. When complete, the HazMAPs will cover more than 50 jurisdictions, helping each to recognize hazards, risks and vulnerabilities common to Texas as identified by the Texas Division of Emergency Management. Data from the plans will be used to create policy, procedures, plans and/or projects to mitigate identified hazards and reduce risk and vulnerabilities. Once adopted, the plans will also result in eligibility for future federal mitigation grant funds.

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

See Exhibit E14-05-6

Item 7. Resolution Endorsing the 2015-2018 Transportation Improvement Program for North Central Texas

Michael Morris, Director of Transportation, explained that the Transportation Improvement Program (TIP) is a staged, multi-year program of projects approved for funding by federal, State, and local sources within the Dallas-Fort Worth area. Every two years, the North Central Texas Council of Governments (NCTCOG) develops a new TIP, in cooperation with the Texas Department of Transportation (TxDOT), local governments, and transportation agencies.

The 2015-2018 TIP was approved by the Regional Transportation Council at its April 10, 2014, meeting. Projects in the 2015-2018 TIP are consistent with Mobility 2035: The Metropolitan Transportation Plan for North Central Texas – 2013 Update and the resulting air quality conformity analysis.

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

See Exhibit E14-05-7

Item 8. Resolution Authorizing the Receipt of Additional Surface Transportation Program - Metropolitan Mobility and Congestion Mitigation and Air Quality Improvement Program Funds for Planning and Implementation Programs

Michael Morris, Director of Transportation, explained that in April 2014, the Regional Transportation Council (RTC) programmed additional funding for the continuation and enhancement of existing transportation and air quality initiatives using Surface Transportation Program – Metropolitan Mobility (STP-MM) and Congestion Mitigation and Air Quality Improvement Program (CMAQ), and associated local match funds of approximately \$18 million.

NCTCOG will coordinate with the Texas Department of Transportation (TxDOT) to enter into agreements to receive these funds and anticipates a significant portion of the funding will be awarded to local governments, TxDOT, consultants, and other outside partners through calls for projects, consultant procurement initiatives, and other coordinated partnerships over the next few years. Transportation Development Credits will be used in lieu of local cash match.

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

See Exhibit E14-05-8

Item 9. Resolution Authorizing Agreement with the City of River Oaks for the State Highway 183 River Oaks Boulevard Corridor Master Plan

Michael Morris, Director of Transportation, requested authorization to enter into an Agreement with the City of River Oaks for the State Highway 183 (SH 183) River Oaks Boulevard Corridor Master Plan for the amount of \$100,000 (\$50,000 RTC local plus \$50,000 local match). This project is part of Regional Transportation Council (RTC) programmed local funds awarded through the 2009-2010 Sustainable Development Call for Projects. The RTC also approved this project in the Unified Planning Work Program (UPWP).

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 E14-05-9

Item 10. Resolution Authorizing Submittal of Grant Application to the Environmental Protection Agency for the National Clean Diesel Funding Assistance Program

Michael Morris, Director of Transportation, explained that, if awarded, NCTCOG will receive approximately \$900,000 in federal EPA funds. This will be subawarded to project partners who will be responsible for any grant-required matching funds, which will range from 50 to 75 percent of total project cost, depending upon individual activities submitted. A portion of funds will be retained for staff time associated with administration of the grant.

The National Clean Diesel Funding Assistance Program for vehicle or equipment replacement, repower, upgrade, and/or idle reduction projects target vehicles or equipment used for goods movement purposes. This may include vehicles or equipment used at terminals, intermodal facilities, rail yards, and/or airports, which have been identified as focus areas by EPA. This proposal may include activities located in the 10 counties currently designated as nonattainment for the pollutant ozone, as well as activities in Hood County, which EPA has accepted into the Ozone Advance Program.

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

See Exhibit E14-05-10

Item 11. Resolution Authorizing Execution of a Contract to Complete Planning Services for the Regional Vehicle-for-Hire Program

Michael Morris, Director of Transportation, informed the Board that the Regional Vehicle-For-Hire Program (i.e., taxis and limousines) is a cooperative program among the cities of Dallas and Fort Worth, the Dallas/Fort Worth International Airport and NCTCOG. The goals of the Program include maintaining safe operations, ensuring seamless service for the customer, improving the image of the industry, and supporting improvements to air quality. The Program also addresses needs identified through Access North Texas, the regional public transportation coordination plan.

The firm of LeighFisher was chosen through a Request for Qualifications process to provide assistance in planning for and addressing changes in the for-hire transportation industry for an amount not to exceed \$120,000. The firm will identify differentiating factors of various for-hire transportation services, review regulations and practices used in other metropolitan areas, and identify opportunities, challenges and risks associated with these services from a regulation perspective and in an airport environment. The firm will also provide recommendations on service regulations, including evaluating vehicle supply/demand distribution strategies across North Texas. This contract will be funded with Regional Toll Revenue funds (previously allocated for Sustainability for Transit Operations) and local funds provided by the Dallas/Fort Worth International Airport.

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

See Exhibit E14-05-11

Item 12. Resolution Authorizing an Agreement with Ballpark Parking Partners LLC for Improvements to a Park-N-Ride Lot at the IH 30 High Occupancy Vehicle/Managed Lane T-Ramp

Michael Morris, Director of Transportation, explained that in July 2009, the IH 30 West (Tom Landry Highway) High Occupancy Vehicle/Managed Lane opened from Sylvan Avenue west of Downtown Dallas to the Dallas/Tarrant County line. The Cities of Arlington and Grand Prairie, the Texas Department of Transportation (TxDOT), NCTCOG, and the event venues have worked closely to ensure park-and-ride facilities are located along the corridor.

The park-n-ride facility in the Arlington entertainment district is currently located south of the Ball Park, and the RTC desires to exchange the park-n-ride lot with one north of the Ball Park in Arlington that is closer to the T-ramp for the IH30 High Occupancy Vehicle (HOV)/Managed Lanes (at the intersection of IH 30 and AT&T Way). Relocating park-and-ride facilities closer to the T-ramp would allow the region to utilize the lot as a park-and-ride for the corridor. The new location would also be upgraded with lighting, signage, short sections of sidewalks, striping, and improvements to median openings, which will be provided through an agreement with the Ballpark Parking Partners LLC, in an amount not to exceed \$200,000 in Regional Transportation Council allocated Local funds.

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

See Exhibit E14-05-12

Item 13. Resolution Authorizing Amendments to Aging Funding Formulas

Doni Green, Chief Aging Program Officer, briefed the Board on the formulas used by the Aging program to allocate nutrition and transportation funds to its 14 counties on the basis of both demographic and service-related

variables. At the request of the Executive Board, Aging periodically reconvenes a Funding Formula Review Subcommittee, comprised of at least three members of its Regional Aging Advisory Committee (RAAC) to examine the formulas for equity and effectiveness.

As detailed in a Memo to the Board, the Funding Formula Subcommittee has proposed the following amendments to the current funding formulas; and RAAC has given favorable consideration to these amendments.

- Transportation: Increase each county's base from \$4,000 to \$5,000 per annum.
- Congregate Meals: Decrease weight of people age 60 and over who live within the county, relative to people age 60 and over who live within the Aging service area, from 15% to 10%. Increase weight of low-income people age 60 and over who live within the county, relative to low-income people age 60 and over who live within the Aging service area, from 15% to 20%.
- Home-Delivered Meals: In the event that regional funding for home-delivered meals is reduced by 5% or more, allocate funding to counties using the same percentages as were used during the prior year.

Upon a Motion by Commissioner Mitchell (seconded by Councilmember Wilemon), and unanimous vote of all members present, except Councilmember Jones Hill, who had left the meeting, the Board approved the resolution as presented.

See Exhibit E14-05-13

Item 14. Resolution Approving the Project List for First Call FY2014-2015 Solid Waste Implementation Funding

Edith Marvin, Director of Environment and Development reminded the Board that NCTCOG is the designated regional solid waste management planning agency for the 16-county region and receives allocated state funds through the Texas Commission on Environmental Quality (TCEQ) each biennium.

The resource Conservation Council (RCC) has completed a competitive project selection process to allocate approximately \$1.3 million available for the FY2014-2015 solid waste funding cycle. The procedures for scoring these applications were set forth in a process approved by the Board on January 23, 2014. The final scores for the first call for projects were reviewed and endorsed at the May 15, 2014 RCC meeting. Contracts will be initiated with each of the funded applicants after final approval by the TCEQ.

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

See Exhibit E14-05-14

Item 15. Resolution Approving the 2014 Water Quality Management Plan Update

Edith Marvin, Director of Environment and Development, reminded the Board that a vision of "Sustainable Environmental Excellence" (SEE) was developed in the SEE Safe Clean & Green Regional Plan. The goal of the plan is that North Texans will SEE SAFE waterways with CLEAN water within a regional ecosystem framework of GREEN watersheds. SAFE waterways are ones where the risk of flooding is reduced and erosion of stream banks is stabilized. CLEAN water—in forms including rivers, streams, reservoirs, drinking water, and groundwater sources—meets desired goals for water quality and is available in sufficient quantity to support the needs of a growing population. GREEN watersheds are strategically planned and managed networks of natural lands, working landscapes and other open spaces, which protect, sustain or restore vital ecosystems, provide recreational and mobility opportunities, and contribute to the health and quality of life of people and communities.

The SEE Safe Clean & Green Regional Plan is updated annually as part of strategic planning efforts. Amendments are developed as a collaborative effort among local government, state/federal agencies, private sector, and citizen group representatives. The Water Resources Council (WRC) provides input and oversight for the *SEE Clean* section of the plan in preparation for submittal to the Texas Commission on Environmental Quality as the Annual Water Quality Management Plan Update (*2014 Water Quality Management Plan Update*). On May 8, 2014, the WRC formally recommended this revised plan for adoption by the Executive Board.

Upon a Motion by Mayor Knight (seconded by Councilmember Scarth), and unanimous vote of all members present, except Councilmember Jones Hill, who had left the meeting, the Board approved the resolution as presented.

See Exhibit E14-05-15

MISCELLANEOUS:

Item 16. Old and New Business

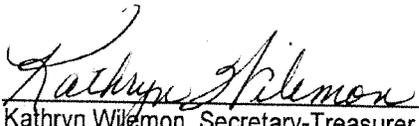
President Terrell and Mike Eastland noted that this would be the last regular meeting of the Board for Councilmember Mathieu, Commissioner Mitchell, Mayor Knight and Mayor Pro Tem Smith. They both remarked how appreciative they were for the service of these members. Councilmember Mathieu commented that it had been a very enjoyable experience and that the NCTCOG staff was remarkable. Mayor Knight said that serving on the Board had been a great opportunity for him. Commissioner Mitchell said she would say so long for now, but that she would probably serve once again in the future, if nominated.

Item 17. Future Calendar and Attendance

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

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

Approved by:



Kathryn Wilmon, Secretary-Treasurer
North Central Texas Council of Governments
Mayor Pro Tem, City of Arlington

Checked by:



Mike Eastland, Executive Director
North Central Texas Council of Governments