

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

Minutes — December 18, 2014

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 12:50 pm on December 18, 2014.

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
Dr. Larry Marshall, Councilmember, City of Benbrook
Toni Rose, State Representative
Keith Self, County Judge, Collin County
Kevin Strength, Mayor, City of Waxahachie

Members of the Board Absent:

Vonciel Jones Hill, Councilmember, City of Dallas
Clay Jenkins, County Judge, Dallas County
Tom Lombard, Councilmember, City of North Richland Hills
Laura Maczka, Mayor, City of Richardson
B. Glen Whitley, County Judge, Tarrant County
Laura Wheat, Mayor, Town of Westlake

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
Stephanie Cecil, Administrative Assistant, EDO
Bob Best, Audio/Video Comp Support Tech, Transportation
Dan Kessler, Assistant Director of Transportation
Ken Kirkpatrick, Transportation Counsel
Bob Best, Audio/Video Comp Support Tech, Transportation
Doni Green, Chief Aging Program Officer
Mindy Mize, Program Manager, Transportation
Molly Rendon, Fiscal Manager, Administration
Shannan Ramirez, Assistant Director of Finance, Administration
Kelly Schmidt, Senior Criminal Justice Planner
Shannon Stevenson, Program Manager, Transportation
Jack Tidwell, Manager, Environment & Development
Christy Williams, Chief Program Manager, 9-1-1
Amanda Wilson, Public Involvement Manager, Transportation
Whitney Vandiver, Communication Specialist, Transportation
Jeff Hathcock, Senior Air Quality Planner, Transportation
Brent Archer, Specialist, Emergency Preparedness
Ryan Hatfield, Specialist, Emergency Preparedness

Elizabeth Whitaker, Senior Planner, Transportation
Chad McKeown, Program Manager, Transportation
Jeff Rice, Planner, Environment & Development
Samantha Lamanna, Planner, Environment & Development
Sandra Barba, Planner, Environment & Development
Sarah Chadderdon, Senior Planner, Transportation

Visitors Present:

Bob Fishe, Regional Manager, KSA Engineers

REGULAR SESSION

Mike Eastland, Executive Director, informed the Board that Councilmember Lombard sent regrets that he could not be at the meeting because he had very recently suffered the loss of his daughter.

ACTION:

Item 1. Approval of Minutes

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

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

Item 2. Resolution Authorizing Contract with the Texas Department of State Health Services (DSHS) Mass Fatality Training and Exercise Project

Molly Thoerner, Director of Emergency Preparedness, explained that the contract with DSHS, in an amount of approximately \$99,998 would provide planning, equipment, training, citizen preparedness, and exercise assistance for Health Services Regions 2/3. As detailed in the Agenda Item Memo and Resolution, training opportunities will help regional jurisdictions develop strategies for, and provide technical assistance to develop & test mass fatality plans.

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

See Exhibit E14-12-2

Item 3. Resolution Authorizing Submittal of the Fiscal Year 2015 Regional Implementation Plan to the Texas Department of Public Safety

Molly Thoerner, Director of Emergency Preparedness, presented the FY2015 Regional Implementation Plan (RIP), along with the Threat and Hazard Identification Risk Assessment (THIRA) and the State Preparedness Report (SPR). The RIP was developed by the Regional Emergency Preparedness Advisory Committee (REPAC), in conjunction with staff, and was approved by the Emergency Preparedness Planning Council (EPPC). The RIP is an annual State of Texas requirement that identifies recent accomplishments and future priorities for grant funds, including the State Homeland Security Program (SHSP) grant. The THIRA identifies and assesses the region's threats and hazards, and the SPR identifies the region's capabilities and gaps.

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 E014-12-3

Item 4. Resolution Ratifying a Contract with Woolpert, Inc. for High-Resolution Orthophotography, LiDar and Contour Data

Tim Barbee, Director of Research and Information Services, told the Board that since the November 2014 Executive Board meeting was cancelled, NCTCOG executed a contract not to exceed \$1,600,000.00 with Woolpert, Inc. on December 3, 2014 because of the need to expedite this project. He explained that NCTCOG routinely facilitates the cooperative purchase of high-resolution orthophotography, LiDAR, Contour Data and related services on behalf of its member governments for use in engineering, public works and planning efforts. The specifications are set by the NCTCOG GIS Coordinating Committee, which is comprised of member agencies from across the region. The funding will be provided by the 63 regional agency participants.

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 E014-12-4

Item 5. Resolution Authorizing a Contract with SHI Government Solutions, Inc. for Google High-Resolution Orthophotography

Tim Barbee, Director of Research and Information Services, asked for authorization of a contract with Google, not to exceed \$200,000, for a secondary project to secure orthophotography for the outer portion of the NCTCOG Region that is not covered by the primary Woolpert orthophotography project. Funding will be provided by the 911 Department, which requested the project to supplement the primary project in areas that do not have the funding to purchase the more expensive Woolpert product. The imagery will be used by NCTCOG and 911 personnel for visual background purposes, not detailed analysis.

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

See Exhibit E014-12-5

Item 6. Resolution Recommending Local Government Participation in the Solar Ready II Project and Adoption of Solar Energy Best Management Practices

This item was withdrawn from the agenda.

Item 7. Resolution Ratifying Consultant Services Contract Extension for the integrated Stormwater Management (iSWM) Program

Edith Marvin, Director of Environment and Development explained that due to cancellation of the November Board meeting and the need to continue services, staff executed an amended agreement to extend the contract term with Freese and Nichols, Inc. for the iSWM Program through April 30, 2016. The program assists local governments in achieving the goals of water quality protection, stream bank protection, flood control and stormwater discharge permit compliance through education, training, and implementation assistance. She asked the Board to ratify the contract extension and detailed (as described by the Agenda Item Memo and Resolution) the history of the contract, which was initiated in 2009 for a total amount not to exceed \$750,000. The latest extension, approved by the Board in 2012, authorized consultant services through FY2014. The original 2009 contract amount of \$750,000 remains unchanged and a total of \$491,004 has been expended thus far.

Councilmember Scarth expressed concern that the iSWM process and manual could become burdensome to cities and developers as the guidelines are very powerful, essentially guiding ordinances that cities will adopt. Mrs. Marvin and Mr. Eastland explained that the iSWM Program is advisory in nature and was developed by and on behalf of participating member cities. They also pointed out that, at the choice of individual cities, iSWM could be adopted in whole, or certain sections could be incorporated in local ordinances, or that a city could choose not to utilize any part of it. Board members recommended that staff continue to coordinate and solicit input from cities and the development community to be sure that the processes and guidelines are effective but not onerous. Councilmember Marshall commented that it was important that downstream cities not be negatively impacted by development located upstream of them, but in another jurisdiction.

Councilmember Scarth made a motion to approve, with the provision that COG staff be encouraged to seek more input from developers and city staff (seconded by Councilmember Marshall), and the vote was unanimous among members present, except for Judge Self, who voted no, to approve the resolution as presented.

See Exhibit E014-12-7

Item 8. Resolution Endorsing Submittal of a Grant Application for the Light Farms Regional Park Plan and Green Infrastructure Demonstration Project

Edith Marvin, Director of Environment and Development, asked the Board to endorse the submittal of a grant application (and the acceptance of funds, if awarded) to Wells Fargo and the National Fish and Wildlife Foundation for the Light Farms Regional Park Plan and Green Infrastructure Demonstration Project, in the amount of \$100,000. Matching funds will be provided by the City of Celina, Texas A&M AgriLife, the Texas Trees Foundation, the Connemara Conservancy, and the Upper Trinity Regional Water District (UTRWD) through the cost of land acquisition and in-kind services.

As detailed in the Agenda Item Memo and Resolution, the demonstration project at the Light Farms Regional Park Trailhead in the City of Celina seeks to create a showcase project that can be used as an educational tool to demonstrate how integrating green infrastructure (trees, rain gardens, native plants, permeable pavement, pond, recycled trail materials, solar lighting, and solar trash compactors) into a parking lot can reap many environmental benefits.

The Board discussed the phrase "NCTCOG may retain 10 percent of the award for administration of the program," and agreed to change the wording to: "NCTCOG may retain up to 10 percent of the award for administration of the program."

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

See Exhibit E014-12-8

Item 9. Resolution Authorizing Purchase and Placement of Advertising for Transportation Initiatives

Michael Morris, Director of Transportation, asked for authorization to enter into agreements with various multimedia outlets for the purchase and placement of advertising for Transportation Department initiatives in an amount not to exceed \$829,000: \$678,000 in federal funds and \$151,000 in matching funds. Coordinating multimedia advertising within the Transportation Department during Fiscal Year (FY) 2014 resulted in increased Web site traffic, greater public participation, and broader audience reach among the various advertised programs. It also resulted in improved staff coordination, increased timeliness, lower advertising rates, increased audience reach, and cross communication when feasible. He explained that the Board approved advertising funding in January 2014 and approximately \$330,000 of the funding was not expended and will carry over into FY 2015. Approximately \$499,000 will be expended for new FY2015 initiatives, as detailed in the Agenda Item Memo and Resolution, which included a funding table detailing funding sources, funding amounts including carry-over funds, match sources, and match amounts.

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 E014-12-9

Item 10. Resolution Endorsing Mobility 2035: The Metropolitan Transportation Plan for North Central Texas – 2014 Amendment and the 2014 Transportation Conformity Determination for the North Central Texas Ten-County Nonattainment Area

Michael Morris, Director of Transportation, told the Board that the Regional Transportation Council (RTC) approved Mobility 2035: The Metropolitan Transportation Plan for North Central Texas – 2014 Amendment (Mobility 2035 – 2014 Amendment) and the 2014 Transportation Conformity on November 13, 2014. The Mobility 2035 – 2014 Amendment is the long-range multimodal transportation plan that guides the expenditure of federal

and state funds. 2014 Transportation Conformity demonstrates that the Mobility 2035 – 2014 Amendment meets the transportation conformity-related state and federal requirements.

As detailed in the Agenda Item Memo and Resolution, the Mobility 2035 – 2014 Amendment specifies plans for \$94.5 billion in expenditures for improvements in freeway, tollway, tolled managed lanes and passenger rail. It meets numerous local, state and federal requirements, including financial constraints, nondiscrimination and environmental justice requirements, the motor vehicle emissions budgets test, and the RTC approved public participation plan.

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

See Exhibit E014-12-10

Item 11. Resolution Authorizing the Receipt of Additional Congestion Mitigation and Air Quality Improvement Program Funds for Planning and Implementation Programs

Michael Morris, Director of Transportation, explained that the Roy Orr Trail along Ten Mile Creek in DeSoto has a low water crossing which is not compliant with the American Disabilities Act (ADA) and is not suitable for bicyclists as currently designed. The Regional Transportation Council (RTC) has programmed additional Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds for completion of a feasibility plan and initial design schematic of a bicycle/pedestrian bridge crossing for the Trail. Funding includes \$160,000 CMAQ funds and Transportation Development Credits in lieu of the local match. NCTCOG will coordinate with the Texas Department of Transportation (TxDOT) to enter into an agreement to receive these funds. NCTCOG anticipates a significant portion of the funding will be awarded to a consultant to complete the feasibility plan and initial design schematic. Contracts resulting from procurement activities will be brought back to the Board for any necessary approval.

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 E014-12-11

Item 12. Resolution Authorizing an Agreement with the North Texas Tollway Authority for Travel Demand Modeling and Traffic Forecasting Assistance

Michael Morris, Director of Transportation, explained that the North Texas Tollway Authority (NTTA) has requested travel modeling technical assistance to support analysis of potential toll road facilities. The current Board-approved agreement for technical assistance with NTTA will expire on December 31, 2014. The new agreement, in the amount of approximately \$100,000, would extend through December 31, 2016. Work under the proposed agreement would be performed on a task-order basis, consistent with the previous agreement with NTTA. NCTCOG will provide assistance such as travel modeling technical assistance to support toll road feasibility/viability assessments, corridor studies, environmental analyses and forecasting, and other initiatives.

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

See Exhibit E014-12-12

Item 13. Resolution Authorizing a Consultant Contract with McDonald Transit Associates, Inc., for Bus Route Planning Services

Michael Morris, Director of Transportation, explained that two NCTCOG subgrantees, STAR Transit and Public Transit Services (PTS), requested assistance in procuring consulting services in order to complete bus route planning work to improve the efficiency of public transportation operations in communities outside the service areas of the Dallas Area Rapid Transit (DART) and the Fort Worth Transportation Authority (The T). As explained in the Agenda Item Memo and Resolution, McDonald Transit Associates, Inc. was selected as the consultant for bus route planning services, in a contract amount not to exceed \$125,000. \$100,000 in FTA Urbanized Area Formula Program funding and \$25,000 in local funds provided by STAR Transit and PTS will be used for the planning effort, which will result in detailed plans to select and implement efficient bus routes.

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

See Exhibit E014-12-13

Item 14. Resolution Authorizing Allocations for Title III Nutrition and Transportation Services

Doni Green, Chief Aging Program Officer, reminded the Board that NCTCOG, as the designated Area Agency on Aging for State Planning Region 4A, receives federal and state funding through Title III of the Older Americans Act for nutrition and transportation services to older persons. It is anticipated that approximately \$3.4 million of these funds will be received and allocated to contractors during Fiscal Year 2015.

As detailed in the Agenda Item Memo and Resolution, these pass-through funds to the 15 not-for-profit agencies listed were allocated through a competitive process using a formula approved by the Executive Board on May 22, 2014. The current contractors were selected in 2013 for one-year contracts with the option to renew for one additional year with both parties' consent. Reimbursement rates and total reimbursement are renegotiated on an annual basis.

• City of Cleburne (Cle-Tran)	\$ 11,850
• Collin County Committee on Aging	\$632,110
• SPAN (Denton County Committee on Aging)	\$434,934
• Erath County Senior Citizens, Inc.	\$132,570
• Meals on Wheels of Johnson and Ellis Counties	\$525,736
• Hood County Committee on Aging	\$232,654
• Senior Center Resources and Public Transit (Hunt County Committee on Aging)	\$292,881
• Kaufman/Navarro County Senior Citizens, Inc.	\$495,240
• Meals on Wheels of Palo Pinto County	\$115,297
• Parker County Committee on Aging	\$245,235
• Meals on Wheels Senior Services of Rockwall County	\$106,881
• Somervell County Committee on Aging	\$ 90,079
• Wise County Committee on Aging	\$ 90,700
• Public Transit Services (Palo Pinto and Parker counties)	\$ 25,287
• Senior Citizens Services of Greater Tarrant County	\$ 15,000

TOTAL \$3,431,454

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

See Exhibit E014-12-14

Item 15. Resolution Adopting Policies and Procedures for Criminal Justice Grant Cycle Fiscal Year 2016

Kelly Schmidt, Senior Criminal Justice Planner, asked the Board to adopt the Fiscal Year (FY) 2016 Criminal Justice Policy Development Committee Policies and Procedures (as submitted in Agenda Item 15, Attachment 1) that were approved by the 2014 the Criminal Justice Policy Development Committee. She explained that under an Interlocal Cooperation Agreement with the Criminal Justice Division (CJD) of the Office of the Governor, NCTCOG is required to develop policies and procedures that guide the process for submitting, reviewing and scoring applications requesting funding under the following listed programs. She explained that CJD staff had advised COG that morning to remove all funding limits for general victim assistance projects in anticipation of funding increases. She told the Board that changes would be made accordingly; to Section 3.3.2 General Assistance, to read, *Funding limits do not apply for new applications submitted in the General Victim Assistance category*; and in Section 3.4 to reflect that *applicants are exempt from the 3-application limit*.

CJD Programs

- General Victim Assistance – Direct Services Programs
- Justice Assistance Grant Programs
- Juvenile Justice and Delinquency Prevention Programs
- Violent Crimes Against Women Criminal Justice and Training Projects – Domestic Violence, Sexual Assault, Dating Violence, and Stalking Programs

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

See Exhibit E014-12-15

STATUS REPORTS:

Item 16. Air Quality Update

Mike Eastland, Executive Director, explained that the 2014 ozone season had ended and he updated the Board on current air quality issues (Attachment 1), including:

- Monitoring data and the historical trend in achievement of the 85 parts per billion (PPB) standard
- The Consent Decree between the California Sierra Club and the Environmental Protection Agency (EPA) regarding EPA's failure to reclassify the DFW non-attainment area from "Serious" to "Severe" due to non-attainment of the 85 ppb standard in 2013
- The time-frame for the Texas Commission on Environmental Quality (TCEQ) to submit a State Implementation Plan (SIP) to EPA to demonstrate how the DFW area will attain the current federal standard of 75 ppb
- The EPA announcement of a new standard in December on which it is now receiving public comments.

Item 17. Initiation of Process for Selecting a Legislator to Fill an Ex-Officio, Non-Voting Seat on the North Central Texas Council of Governments' Executive Board

Mike Eastland, Executive Director, reminded the Board that January would be the last meeting for Representative Tony Rose and thanked her for her service on the Board. He explained that the Texas Legislature, under House Bill (HB) 2160, requires Councils of Governments to offer a seat on the Board to a legislator whose district is located wholly or partly within the counties served. Accordingly, in January 2013, the Board passed a resolution that established a method of notifying each qualified legislator of the availability of this seat and establishing a process for selecting a person from among those who indicate an interest. Under that process, Representative Rose was seated on the Board during February of 2013 and in January of 2015, President Wilemon will send a letter to the region's legislative delegation notifying them of the opportunity to submit a letter of interest in holding this ex-officio, non-voting seat on the Board. Selection of the legislator and passage of a resolution appointing the selected person will occur at the February Board meeting.

Item 18. Status Report on Aging Application to National Council on Aging

Doni Green, Chief Aging Program Officer, briefed the Board on a grant application, for the amount of \$100,000, that was submitted by the Aging Department to the National Council on Aging to establish a Benefits Enrollment Center (BEC). She told the Board that awards will be announced in early February 2015, with up to 10 grants approved throughout the U.S. Should the application be recommended for funding, Aging will seek Board authorization to enter into a contract with the National Council on Aging. If awarded, the funds will be used to expand the capacity of the benefits counseling program, whose staff would assist the North Central Texas Aging and Disability Resource staff case managers with an expected influx of callers resulting from the spring 2015 implementation of a statewide toll-free Aging and Disability Resource Center phone line. As described in the Agenda Item Memo, she explained other details of the proposed grant that would be accomplished during the 15-month period of performance, beginning March 1, 2015 and ending May 31, 2016.

MISCELLANEOUS:

Item 19. Old and New Business

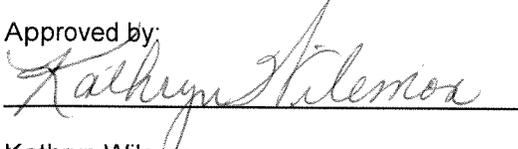
Judge Self requested that staff look into the possibility of streaming Executive Board meetings. Mr. Eastland stated that he would take action on this request.

Item 20. Attendance and Calendar

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

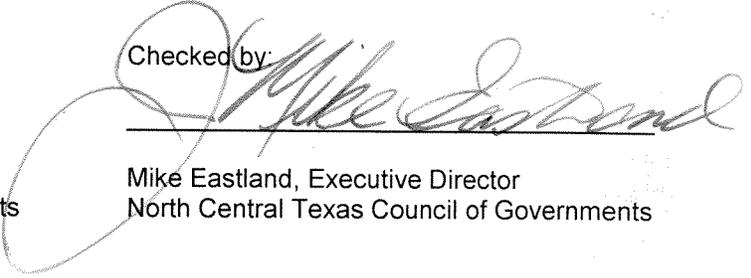
President Wilemon adjourned the meeting at 2:36 pm.

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