



**North Central Texas Council of Governments**

**TO:** NCTCOG Executive Board                      **DATE:** August 18, 2016  
**FROM:** Mike Eastland  
          Executive Director  
**SUBJECT:** Executive Board Meeting

The next regular meeting of the **NCTCOG Executive Board** will be:

**DATE:** August 25, 2016

Please RSVP to the Executive Director's office as soon as possible by return email or call (817) 695-9100.

**FINANCE/PERSONNEL COMMITTEE MEETING**

(Kevin Strength, Chair; Kelly Allen Gray; Bobbie Mitchell; Ray Smith; Chris Watts)

**TIME:** 11:15 a.m.

**NCTCOG BOARD MEETING**

**TIME:** 12:00 noon – Lunch  
          12:45 p.m. – Executive Board Meeting

**NCTCOG FOUNDATION, INC. BOARD MEETING**

(All Executive Board Members are also Foundation Board Members)

Immediately Following the Executive Board Meeting

**PLACE:** NCTCOG Offices  
          Centerpoint II Conference Center  
          616 Six Flags Drive  
          Arlington, TX 76011  
          Transportation Council Room

I hope each of you will plan to attend this important meeting. I look forward to seeing you there!

ME:sc

**616 Six Flags Drive, Centerpoint Two  
P.O. Box 5888, Arlington, Texas 76005-5888  
(817) 640-3300 FAX: 817-608-2372  
[www.nctcog.org](http://www.nctcog.org)**

# North Central Texas Council of Governments

616 Six Flags Drive, Arlington, TX, 76011

## EXECUTIVE BOARD AGENDA

August 25, 2016

12:45 P.M.

### Executive Board

_____ Lissa Smith	_____ Kelly Allen Gray	_____ Keith Self
_____ Tom Lombard	_____ Clay Jenkins	_____ Ray Smith
_____ Kevin Strength	_____ Lee Kleinman	_____ Chris Watts
_____ John Horn	_____ Jeff Leach	_____ Glen Whitley
_____ Bruce Archer	_____ Dan McClendon	_____ Kathryn Wilemon
_____ J. D. Clark	_____ Bobbie Mitchell	_____ Bruce Wood

### Staff

_____ Mike Eastland	_____ Edith Marvin	_____ Christy Williams
_____ Monte Mercer	_____ Michael Morris	_____ Lucille Johnson
_____ Tim Barbee	_____ David Setzer	_____ Stephanie Cecil
_____ Doni Green	_____ Molly McFadden	

### REGULAR SESSION

Call to order time: \_\_\_\_\_

Pledge to the United States and Texas Flags

### ACTION:

Motion/ Second	Item #	Name of Item
_____/____	1	Approval of Minutes
_____/____	2	Resolution Authorizing Contract with Mascari Corporation for Housing Navigator Services - Doni Green
_____/____	3	Resolution Authorizing Contracts for Aging Case Management Services - Doni Green
_____/____	4	Resolution Authorizing Receipt of Funds from the Texas Commission on Environmental Quality for the AirCheckTexas Program - Michael Morris

- \_\_\_/\_\_\_      5      **Resolution Authorizing Submittal of Grant Application to the Department of Energy - Michael Morris**
  
- \_\_\_/\_\_\_      6      **Resolution Authorizing Execution of a Contract with a Vendor for Automated Vehicle Locator System Services - Michael Morris**
  
- \_\_\_/\_\_\_      7      **Resolution Authorizing Consultant Contract with Kapsch TrafficCom Transportation NA, Inc. to Implement the 511 DFW Traveler Information System and Information Exchange Network - Michael Morris**
  
- \_\_\_/\_\_\_      8      **Resolution Approving Disadvantaged Business Enterprise Participation Goal Update for Fiscal Years 2017-2019 - Michael Morris**
  
- \_\_\_/\_\_\_      9      **Resolution Authorizing Budget Increase for Consultant Contract with Kimley-Horn and Associates, Inc., for the Northwest Highway and Preston Road Area Plan - Michael Morris**
  
- \_\_\_/\_\_\_      10      **Resolution Approving Contract for Temporary Staffing Services with Robert Half International, Inc. through the Houston-Galveston Area Council Cooperative Purchase Program - Monte Mercer**

**STATUS REPORTS:**

- \_\_\_/\_\_\_      11      **Status Report on Fiscal Year 2017 Proposed Budget - Monte Mercer**
  
- \_\_\_/\_\_\_      12      **Status Report on NCTCOG's 50th Anniversary Celebration - Lucille Johnson**

**MISCELLANEOUS:**

- 13      **Old and New Business**
  
- 14      **Future Calendar and Attendance**

**Adjournment:** \_\_\_\_\_

# North Central Texas Council of Governments Foundation, Inc.

616 Six Flags Drive, Arlington, TX, 76011

## BOARD MEETING

August 25, 2016

[Immediately Following the Executive Board Meeting]

### Executive Board

_____ Lissa Smith	_____ Kelly Allen Gray	_____ Keith Self
_____ Tom Lombard	_____ Clay Jenkins	_____ Ray Smith
_____ Kevin Strength	_____ Lee Kleinman	_____ Chris Watts
_____ John Horn	_____ Jeff Leach	_____ Glen Whitley
_____ Bruce Archer	_____ Dan McClendon	_____ Kathryn Wilemon
_____ J. D. Clark	_____ Bobbie Mitchell	_____ Bruce Wood

### Staff

_____ Mike Eastland	_____ Edith Marvin	_____ Christy Williams
_____ Monte Mercer	_____ Michael Morris	_____ Lucille Johnson
_____ Tim Barbee	_____ David Setzer	_____ Stephanie Cecil
_____ Doni Green	_____ Molly McFadden	

### NCTCOG FOUNDATION BOARD:

Call to order time: \_\_\_\_\_

<u>Item #</u>	<u>Name of Item</u>
F1	<b>Annual Meeting and Orientation of the North Central Texas Council of Governments Foundation, Inc. - Mike Eastland</b>
_____/_____ F2	<b>Approval of Minutes for the April 28, 2016 NCTCOG Foundation Meeting</b>

Adjournment: \_\_\_\_\_

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

Minutes — July 28, 2016

Transportation Council Room

616 Six Flags Drive  
Arlington, Texas

President Smith called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 12:45 pm on July 28, 2016.

**Members of the Board Present:**

Lissa Smith – President Mayor Pro Tem, City of Plano  
Tom Lombard – Vice President, Councilmember, City of North Richland Hills  
Kevin Strength – Secretary/Treasurer, Mayor, City of Waxahachie  
John Horn – Past President, County Judge, Hunt County  
Bruce Archer, Deputy Mayor Pro Tem, City of Mesquite  
Lee Kleinman, Councilmember, City of Dallas  
Bobbie Mitchell, Commissioner, Denton County  
Ray Smith, Mayor, City of Prosper  
B. Glen Whitley, County Judge, Tarrant County  
Kathryn Wilemon, Councilmember, City of Arlington  
Bruce Wood, County Judge, Kaufman County

**Members of the Board Absent:**

J.D. Clark, County Judge, Wise County  
Kelly Allen Gray, Councilmember, City of Fort Worth  
Clay Jenkins, County Judge, Dallas County  
Jeff Leach, State Representative  
Dan McClendon, Mayor Pro Tem, City of Burleson  
Keith Self, County Judge, Collin County  
Chris Watts, Mayor, City of Denton

**Members of the Staff Present:**

Mike Eastland, Executive Director  
Monte Mercer, Deputy Executive Director  
Doni Green, Director of Aging  
Michael Morris, Director of Transportation  
David Setzer, Director of Workforce Development  
Edith Marvin, Director of Environment and Development  
Molly Thoerner, Director of Emergency Preparedness  
Christy Williams, Director of 9-1-1  
Stephanie Cecil, Administrative Assistant, EDO  
Dan Kessler, Assistant Director of Transportation  
Ken Kirkpatrick, Transportation Counsel  
Karen Richard, Chief Human Resources Officer  
Chris Klaus, Senior Program Manager, Transportation  
Lori Clark, Principal Planner, Transportation  
James Powell, Assistant Counsel, Transportation  
Molly Rendon, Assistant Director of Finance, Administration  
Jessie Shadowens, Special Projects Supervisor, Administration  
Donna Coggeshall, Manager, Research and Information Services  
Leah Brown, Planner, Transportation  
Vanessa Hooker, Administrative Assistant, Emergency Preparedness

E.J. Harbin, Purchasing, Administration  
Donna Insixiengmay, Specialist, Emergency Preparedness  
Donato Perez, Air Quality Planner, Transportation  
Heather Mazac, Compliance Legal Advisor, Administration

## **REGULAR SESSION**

### **ACTION:**

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

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

Upon a Motion by Judge Whitley (seconded by Judge Horn), and unanimous vote of all members present, the Board approved the minutes of the June 2016 Executive Board meeting.

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

Monte Mercer, Deputy Executive Director, presented the Quarterly Investment Report for the quarter ending June 30, 2016. He also provided a supplementary schedule for the State's investment activity for Regional Toll Revenue funds and NTTA Hwy 161 funds.

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

*See Exhibit E16-07-02*

#### **Item 3 Resolution Authorizing a Lease Agreement for the Stephenville Workforce Center**

David Setzer, Director of Workforce Development, explained that the Texas Workforce Commission (TWC) has informed Workforce Boards that beginning on September 1, 2016, the Texas Department of Assistive and Rehabilitative Services (DARS) will be assumed by TWC. At this time, it is uncertain exactly what the impact will be to workforce centers. Because the current three year lease term at the workforce center in Stephenville expires on July 31, 2016, extending the lease for only one year will provide time for the DARS transition plan to become more concrete. The landlord has agreed to a one year lease extension at a price per square foot, not to exceed a rate of \$12.80.

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

*See Exhibit E16-07-03*

#### **Item 4 Resolution Authorizing a Contract Amendment with BrandEra, Inc. for Communications and Outreach Services**

David Setzer, Director of Workforce Development, reminded the Board that they had previously authorized a contract with BrandEra, Inc. for communication and outreach services in an amount not to exceed \$100,000 annually. Since that time, additional funding for communication and outreach was identified. To utilize these funds, staff is requesting removal of the yearly expenditure limitation in the original authorization, in order to provide flexibility to expend funds as they become available. The original total, not to exceed contract amount of \$500,000 would remain the same.

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

*See Exhibit E16-07-04*

**Item 5 Resolution Endorsing the 2016 North Central Texas Water Quality Management Plan**

Edith Marvin, Director of Environment and Development, explained that NCTCOG is the region's water quality management planning agency, as designated by the Governor, the Texas Commission on Environmental Quality (TCEQ), and the US Environmental Protection Agency (EPA). NCTCOG annually updates a Water Quality Management Plan (WQMP) with funding provided by TCEQ. The WQMP is included by reference in the statewide WQMP, a requirement of the Clean Water Act 604(b). The 2016 WQMP Plan was developed with input from the Water Resources Council; was made available to local governments and the public for review; and was endorsed by the Water Resources Council on June 21, 2016. The NCTCOG 2016 WQMP will be transmitted with relevant materials to TCEQ for certification and subsequent transmission to the EPA for approval.

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

*See Exhibit E16-07-05*

**Item 6 Resolution Authorizing Contracts for Pavement Analysis Services as part of NCTCOG's North Texas SHARE Program**

Edith Marvin, Director of Environment and Development, explained that North Texas SHARE is a cooperative purchasing program developed with the purpose of procuring goods and services on behalf of local governments. NCTCOG has determined that pavement analysis services, if procured regionally on behalf of local member entities, would likely provide cost savings and/or reduced procurement times for local member entities. A vendor selection committee is recommending Board authorization of contracts for four pavement analysis services vendors: Data Transfer Solutions, LLC; Dynatest North America, Inc.; Fugro Roadware, Inc.; and IMS Infrastructure Management Services. These contracts will be made available to participating governmental entities through the SHARE Program. An administrative fee will be charged to vendor(s) in an effort to offset costs incurred in operating the program.

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

*See Exhibit E16-07-06*

**Item 7 Resolution Endorsing Submittal of Grant Application to the Department of Energy for Cities Leading through Energy Analysis and Planning**

Edith Marvin, Director of Environment and Development, explained that the U.S. Department of Energy (DOE) Office of Energy Efficiency and Renewable Energy has made funding available, through the Cities Leading through Energy Analysis and Planning program (Cities – LEAP), to help provide data and resources that will enable cities to lead innovations in clean energy and incorporate energy data analysis into decision making. The improvement of data analytics in the region could provide air quality, water conservation and energy efficiency benefits. For this project, NCTCOG partnered with the Texas A&M Energy Systems Laboratory, the Texas Trees Foundation, the Texas A&M AgriLife Extension Service, the Cities of Fort Worth and Plano, and Dallas-Fort Worth Clean Cities to submit an application for approximately \$555,556 (\$500,000 DOE funds and \$55,556 in local match). The funds will be used to develop technical tools that will improve decision making related to energy and emission reduction policies and programs, including: a Tree Tracker Enhancement Tool, a Building Energy Ready Interactive Tool, a Fleet Emissions Footprint and Return on Investment Report, and the foundational parameters for a Housing Energy Impact Tool. The tools would be added to the current Conserve North Texas website - a regional clearinghouse of information.

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

*See Exhibit E16-07-07*

**Item 8 Resolution Authorizing an Agreement and Receipt of Funds from the Texas Commission on Environmental Quality**

Michael Morris, Director of Transportation, explained that the Texas Commission on Environmental Quality (TCEQ) has requested that NCTCOG continue to provide air quality technical assistance through August 2018 and has provided a proposed new Umbrella Grant Agreement in the amount of approximately \$500,000.

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

*See Exhibit E16-07-08*

**Item 9 Resolution Authorizing Contract Amendment with Unison Consulting, Inc., Related to Surveys at Dallas/Fort Worth International Airport and Dallas Love Field Airport**

Michael Morris, Director of Transportation, explained that the 2016 and 2017 Unified Planning Work Program provides for traffic and travel data collection and surveys. He reminded the Board that they had previously authorized receipt of funds (federal Surface Transportation Program – Metropolitan Mobility funds and local match funds from Dallas Area Rapid Transit) for activities related to travel surveys. The Board also previously approved a consultant contract with Unison Consulting, Inc., in an amount not to exceed \$350,000, to conduct departing airline passenger travel surveys at both Dallas/Fort Worth International Airport (DFWIA) and Dallas Love Field Airport (DLFA). Security badge restrictions at the airport have required the extension of the length of the survey period, which has resulted in increased costs. He asked for a Unison contract increase of \$25,000, for a revised, not to exceed amount of \$375,000.

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 E16-07-09*

**APPOINTMENTS:**

**Item 10 Appointments to Executive Board Standing Committees**

President Smith announced the 2016 – 2017 appointments to the four standing committees of the Executive Board, as follows:

<u>Appointments</u>	<u>Audit</u>	<u>Finance/Personnel</u>	<u>Long Range Planning</u>
John Horn, Chair	Tom Lombard, Chair	Kevin Strength, Chair	Lissa Smith, Chair
Bruce Archer	Clay Jenkins	Kelly Allen Gray	John Horn
J.D. Clark	Lee Kleinman	Bobbie Mitchell	Tom Lombard
Jeff Leach	Dan McClendon	Ray Smith	Kevin Strength
Kathryn Wilemon	Keith Self	Chris Watts	
Bruce Wood	Glen Whitley		

**STATUS REPORTS:**

**Item 11 Status Report on the North Central Texas Council of Governments' Recently Completed 2016 Federal Transit Administration Triennial Review**

Michael Morris, Director of Transportation, updated the Board on the results of the 2016 Federal Transit Administration Triennial Review. As a Designated Recipient of FTA funding, NCTCOG is responsible for receiving and apportioning funds, and ensuring compliance with federal rules. The standard review is conducted every three years for the purpose of evaluating compliance in 17 areas; and to review NCTCOG's oversight of approximately 30 subrecipients. In its final report to NCTCOG, there were four areas with minor findings. He provided the Board with the final FTA report and explained that staff will soon resolve the minor compliance issues with FTA.



**Item 12 Status Report on The 2016 Big X Multi-Disciplinary, Multi-Jurisdictional Full-Scale and Functional Exercise**

Molly McFadden, Director of Emergency Preparedness, announced that the Emergency Preparedness Department is in the process of planning the North Central Texas regional full-scale “Big X” exercise for November 11-13, 2016. This exercise is designed to assess the region’s ability to successfully respond to and manage multiple, large-scale incidents, terrorist events and other emergencies occurring simultaneously throughout the region. The Big X Planning Team is designing dynamic and realistic exercise scenarios, consisting of multiple sites and scenarios running simultaneously, to provide training and evaluation of a variety of regional emergency response capabilities, including: Explosive Ordnance Disposal (EOD), Hazardous Materials (HazMat), Special Weapons and Tactics (SWAT), Urban Search and Rescue (USAR), Community Emergency Response Teams (CERT), Wildland Fire, Emergency Management, Communications and ESF-8 (Public Health and Medical).

**Item 13 Status Report on NCTCOG’s 50th Anniversary Celebration**

In continuation of the celebration of NCTCOG's 50th anniversary and an overview of each NCTCOG Department. David Setzer, Director of Workforce Development, briefed the Board on the department’s history and activities. He explained that July 2016 marks the 20th anniversary of the North Central Texas Workforce Development Board. He explained that in 1993, Texas led the nation by creating a workforce development system and in 1996 Governor George W. Bush certified the North Central Texas Workforce Development Area (WDA). In July of 1996, the Chief Elected Officials of the 14 county WDA signed a partnership agreement forming the North Central Texas Workforce Development Board. NCTCOG was selected to be the Board's fiscal agent, grant recipient and administrative agent, and the organization that oversees workforce development programs.

The Workforce Development Board, known as Workforce Solutions for North Central Texas, has helped thousands of job seekers and employers since its inception. NCTCOG, on behalf of the North Central Texas Workforce Development Board, administers \$67.2 million in federal funds and supports over 35 NCTCOG staff. In 2015, Workforce Solutions served 97,000 job seekers, 8,781 employers, and provided child care to an average of 5,230 children per day.

A history of NCTCOG is featured on the NCTCOG 50th Anniversary website at: <http://www.nctcog.org/50/>, with new information being added each month.

**MISCELLANEOUS:**

**Item 14 Old and New Business**

There was no old or new Business.

**Item 15 Attendance and Calendar**

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

President Smith adjourned the meeting at 2:40 pm.

Approved by:

Checked by:

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Lissa Smith  
President, North Central Texas Council of Governments  
Mayor Pro Tem, City of Plano

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Mike Eastland, Executive Director  
North Central Texas Council of Governments

**August 25, 2016 – Item 2**



**North Central Texas Council of Governments**

TO: Mike Eastland  
Executive Director

DATE: August 17, 2016

FROM: Doni Green  
Director of Aging Programs

SUBJECT: Resolution Authorizing Contract with Mascari Corporation for Housing Navigator Services

The Texas Department of Aging and Disability Services (DADS) has funded NCTCOG's Aging program since 2010 for housing navigator services, which include developing an inventory of affordable housing, advocating for the expansion of affordable housing, and commenting on housing policy.

Aging has engaged in competitive procurement on a biennial basis to secure a contract housing navigator. It issued a Request for Qualifications in June and received only one proposal—from Mascari Corporation, which is the current contractor.

Mascari Corporation has satisfied the terms of its existing contract, and staff wishes to issue it a new contract for the next two years. Compensation under this performance-based contract will not exceed \$100,000.

I will be available during the August 25<sup>th</sup> meeting should you or Board members have any questions.

Thank you.

DG:ct

**616 Six Flags Drive, Centerpoint Two  
P.O. Box 5888, Arlington, Texas 76005-5888  
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[www.nctcog.org](http://www.nctcog.org)**

**RESOLUTION AUTHORIZING CONTRACT WITH MASCARI CORPORATION  
FOR HOUSING NAVIGATOR SERVICES**

**WHEREAS**, the Texas Department of Aging and Disability Services (DADS) is funding NCTCOG's Aging program for housing navigator services; and,

**WHEREAS**, NCTCOG has engaged in competitive procurement to select a qualified contractor for housing navigator services; and,

**WHEREAS**, NCTCOG has received only one proposal, from its current contractor, Mascari Corporation; and;

**WHEREAS**, Mascari Corporation has satisfied the terms of its contract; and

**WHEREAS**, NCTCOG has complied with federal and State regulations regarding contract and procurement proceedings.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

- Section 1.** A contract between NCTCOG and Mascari Corporation for housing navigator services, in an amount not to exceed \$100,000, be and is hereby approved.
- Section 2.** The Executive Director or designee is authorized to execute a contract with Mascari Corporation in the name of the North Central Texas Council of Governments.
- Section 3.** This resolution shall be in effect immediately upon its adoption.

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Lissa Smith, President  
North Central Texas Council of Governments  
Mayor Pro Tem, City of Plano

I hereby certify that the resolution was adopted by the Executive Board of the North Central Texas Council of Governments on August 25, 2016.

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Kevin Strength, Secretary-Treasurer  
North Central Texas Council of Governments  
Mayor, City of Waxahachie



**North Central Texas Council of Governments**

TO: Mike Eastland  
Executive Director

DATE: August 17, 2016

FROM: Doni Green  
Director of Aging Programs

SUBJECT: Resolution Authorizing Contracts for Aging Case Management Services

The North Central Texas Council of Governments (NCTCOG), in its capacity as the Area Agency on Aging (AAA), utilizes both staff and contract workers to provide services through its three case management programs: Title III-B care coordination, Title III-E caregiver support coordination, and nursing home relocation. These programs assist persons who are frail, have low incomes, are isolated, are at risk of premature institutionalization, or are institutionalized and wish to return to the community. Case managers assess clients in their home or nursing home and help arrange services that contribute to their health, safety, and independence.

Since these programs have highly variable case loads, and require face-to-face visits throughout a vast service area, contract case managers help ensure timely and cost-effective services delivery.

NCTCOG issued requests for qualifications in June 2016 for these services and received proposals from 17 respondents. Following receipt, NCTCOG evaluated the proposals, determined all meet the minimum qualifications, and now wishes to offer performance-based contracts to each respondent. Proposals will continue to be accepted from those qualified and willing to serve rural and underserved counties.

Contracts for Title III and other case management services will be reimbursed on a unit rate basis, with reimbursement rates not to exceed \$73 per unit. This is consistent with state averages. A unit is defined as time spent by the caseworker in working on an eligible case. A unit does not include travel time or training time.

One agency—REACH—has applied to provide nursing home relocation services exclusively and will be reimbursed on a cost basis up to a maximum \$90,000.

NCTCOG has up to \$990,000 available for contractual case management services and will control this expense by limiting the number of referrals given to contractors. As part of its quality assurance and cost control strategies, NCTCOG routinely analyzes contract case managers' cost per client and gives preference to those with lower cost, higher efficiency, and fuller compliance with programmatic requirements.

A draft resolution authorizing contracts for aging case management services from October 1, 2016 through September 30, 2017, is attached for Executive Board consideration.

I will be available August 25<sup>th</sup> should you or the Board have any questions.

Thank you.

**616 Six Flags Drive, Centerpoint Two  
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(817) 640-3300 FAX: 817-608-2372  
www.nctcog.org**

**RESOLUTION AUTHORIZING CONTRACTS FOR AGING CASE MANAGEMENT SERVICES**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) has been designated as the Area Agency on Aging for State Planning Region 4A by the Texas Department of Aging and Disability Services (DADS); and,

**WHEREAS**, NCTCOG is strongly committed to serving older persons, their family caregivers, and nursing home residents in the North Central Texas region; and,

**WHEREAS**, NCTCOG receives funding from DADS to provide case management services to older individuals, their family caregivers, and nursing home residents of all ages; and,

**WHEREAS**, contracting for case management services has proven an efficient means of ensuring timely and cost-effective services delivery; and

**WHEREAS**, NCTCOG has complied with federal and state regulations regarding contracting and procurement.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

- Section 1.** Contracts for aging case management services between NCTCOG and the providers listed on Attachment A, at a maximum \$73 unit rate and in a total amount not to exceed \$900,000, be and are hereby approved.
- Section 2.** A contract between NCTCOG and REACH for nursing home relocation services, on a cost reimbursement basis and in an amount not to exceed \$90,000, be and is hereby approved.
- Section 3.** The Executive Director or designee is authorized to execute contractual agreements necessary to carry out this program, in the name of the North Central Texas Council of Governments.
- Section 4.** This resolution shall be in effect immediately upon its adoption.

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Lissa Smith, President  
North Central Texas Council of Governments  
Mayor Pro Tem, City of Plano

I hereby certify that the resolution was adopted by the Executive Board of the North Central Texas Council of Governments on August 25, 2016.

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Kevin Strength, Secretary-Treasurer  
North Central Texas Council of Governments  
Mayor, City of Waxahachie

**ATTACHMENT A  
FISCAL YEAR 2017 RECOMMENDED CONTRACTORS FOR  
AGING CASE MANAGEMENT SERVICES**

- Bell-White, Shaneka (\$73/unit)
- Carr, Shoshana (\$73/unit)
- ComForCare (\$58/unit)
- Dodge, Roslyn (\$73/unit)
- Doyle, Jayne (\$73/unit)
- Griffith, Ulylesia (\$70/unit)
- James, Cathy (\$73/unit)
- McKnight, Sandra (\$73/unit)
- Mitchell-Wyatt, Kelli (\$73/unit)
- *Morgan, Kim (\$55/unit)*
- Pospisil, Amy (\$68/unit)
- REACH Resource Centers on Independent Living (cost reimbursement, not to exceed \$90,000 during FY17)
- *Reconcile Case Management Services (\$73/unit)*
- Sovereign Case Management Services (\$73/unit)
- Taylor, Gary (\$65/unit)
- Thompson, Chandra (\$73/unit)
- Tilley, Hollie (\$69/unit)

*First-time contractors are denoted in italic type.*



**August 25, 2016 – Item 4**

**North Central Texas Council of Governments**

TO: Mike Eastland  
Executive Director

DATE: August 18, 2016

FROM: Michael Morris, P.E.  
Director of Transportation

SUBJECT: Resolution Authorizing Receipt of Funds from the Texas Commission on Environmental Quality for the AirCheckTexas Program

In 2002, the North Central Texas Council of Governments (NCTCOG) initiated implementation of the Low Income Vehicle Repair Assistance, Retrofit and Accelerated Vehicle Retirement Program (LIRAP), also known as the AirCheckTexas Drive a Clean Machine Program. In continuing support of the program, the 84th Texas Legislature made full funding available statewide for the 2016–2017 biennium. The Dallas-Fort Worth nonattainment area will receive approximately \$21.6 million for continuation of the program for Fiscal Year 2017. Greater flexibility for counties to implement other types of air quality projects is being sought.

A draft resolution authorizing receipt of Texas Commission on Environmental Quality funds through the participating counties of Collin, Dallas, Denton, Ellis, Johnson, Kaufman, Parker, Rockwall, and Tarrant for continuation of the AirCheckTexas Program is attached. I will provide a brief presentation on this item, and will be available to answer any questions prior to requesting Board approval.

SS:mg  
Attachment

## **RESOLUTION AUTHORIZING RECEIPT OF FUNDS FROM THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY FOR THE AIRCHECKTEXAS PROGRAM**

**WHEREAS**, the North Central Texas Council Of Governments (NCTCOG) has been designated as the Metropolitan Planning Organization for the Dallas-Fort Worth Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and,

**WHEREAS**, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with NCTCOG, and has been and continues to be a forum for cooperative decisions on transportation; and,

**WHEREAS**, the Dallas-Fort Worth region is in nonattainment of federal air quality standards for ozone, and NCTCOG is actively involved in the development and implementation of the State Implementation Plan for air quality; and,

**WHEREAS**, the RTC is committed to the development and implementation of policies, projects, and programs to improve air quality and reduce emissions that create ozone; and,

**WHEREAS**, Subtask 3.03 of the Fiscal Year (FY) 2016 and FY2017 Unified Planning Work Program for Regional Transportation Planning provides for activities to improve air quality by reducing vehicle and equipment emissions; and,

**WHEREAS**, the RTC adopted a resolution on June 13, 2002, endorsing NCTCOG as the administrator for the Regional High-Emitting Vehicle Program for all participating counties in the North Central Texas region, which includes administration of the AirCheckTexas Program; and,

**WHEREAS**, on June 27, 2002, the NCTCOG Executive Board adopted a resolution authorizing NCTCOG to administer the Regional High-Emitting Vehicle Program including the AirCheckTexas Program; and,

**WHEREAS**, during the 84th Legislature of the State of Texas, House Bill 1 made funding available statewide for the 2016–2017 biennium for the Low Income Vehicle Repair Assistance, Retrofit and Accelerated Vehicle Retirement Program (LIRAP), also known as the AirCheckTexas Drive a Clean Machine Program.

### **NOW THEREFORE, BE IT RESOLVED THAT:**

**Section 1.** NCTCOG is authorized to accept Texas Commission on Environmental Quality funds through the nine participating counties for approximately \$21.6 million for the AirCheckTexas Program for Fiscal Year 2017.

**Section 2.** These funds will be incorporated into the applicable fiscal year budget as appropriate.



**Section 3.** The Executive Director or designee is authorized to execute the necessary agreements to carry out this initiative.

**Section 4.** This resolution shall be in effect immediately upon its adoption.

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Lissa Smith, President  
North Central Texas Council of Governments  
Mayor Pro Tem, City of Plano

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on August 25, 2016.

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Kevin Strength, Secretary-Treasurer  
North Central Texas Council of Governments  
Mayor, City of Waxahachie



August 25, 2016 – Item 5

North Central Texas Council of Governments

TO: Mike Eastland  
Executive Director

DATE: August 18, 2016

FROM: Michael Morris, P.E.  
Director of Transportation

SUBJECT: Resolution Authorizing Submittal of Grant Application to the Department of Energy

The US Department of Energy (DOE) released the Fiscal Year 2016 Vehicle Technologies Multi-Topic Funding Opportunity Announcement. Under Area of Interest 3, this initiative will provide funding for projects that would accelerate the use of commercially available electric drive and alternative fuel vehicles and supporting infrastructure technologies through community-based partnerships among State and local governments and the private sector. A goal of this initiative is to support petroleum reduction efforts through the DOE Clean Cities program, which supports projects to replace petroleum with alternative fuels and other vehicle technologies. The grant submittal deadline is August 29, 2016.

The proposed project focuses on encouraging electric vehicle (EV) adoption by workplaces, fleets, and the general public by providing incentives for and education about EVs and facilitating installation of charging infrastructure. Target audiences will include workplaces and high-density residential areas. This application will be submitted on behalf of a team of DOE-designated Clean Cities Coalitions, with the North Central Texas Council of Governments (NCTCOG) serving as the prime recipient in its capacity as the Dallas-Fort Worth Clean Cities Coalition. If awarded, NCTCOG will receive up to \$5,000,000 federal DOE funds and would be responsible for securing \$5,000,000 in match. Match is expected to be met through vehicles and equipment, industry and other external partners, and participating Clean Cities Coalitions.

Work performed under this grant would support Subtasks 3.03 and 3.04 of the Unified Planning Work Program for Regional Transportation Planning. A draft resolution authorizing the submittal of a grant application to the DOE, and, if awarded, execution of Agreements as needed, is attached for Executive Board consideration. I will provide a brief presentation on this item and will be available to answer any questions prior to requesting Board approval.

PB:ch  
Attachment

**RESOLUTION AUTHORIZING SUBMITTAL OF GRANT APPLICATION TO THE  
DEPARTMENT OF ENERGY**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and,

**WHEREAS**, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with NCTCOG, and has been and continues to be a forum for cooperative decisions on transportation; and,

**WHEREAS**, the Dallas-Fort Worth (DFW) region is in nonattainment of the federal air quality standards for ozone, and NCTCOG is actively involved in the development and implementation of the State Implementation Plan for air quality; and,

**WHEREAS**, the RTC is committed to the development and implementation of policies, projects, and programs to improve air quality and reduce emissions that create ozone; and,

**WHEREAS**, on February 28, 2013, the Executive Board endorsed NCTCOG's redesignation as the host organization for the DFW Clean Cities Coalition, and on July 23, 2013, the US Department of Energy approved the redesignation of the DFW Clean Cities Coalition; and,

**WHEREAS**, Subtasks 3.03 and 3.04 of the Fiscal Year (FY) 2016 and FY 2017 Unified Planning Work Program for Regional Transportation Planning includes implementation of air quality initiatives; and,

**WHEREAS**, the US Department of Energy through the FY 2016 Vehicle Technologies Multi-Topic Funding Opportunity has made funding available for projects that invest in advanced vehicle technologies; and,

**WHEREAS**, the funding being sought will support initiatives currently listed in the DFW Eight-Hour Ozone State Implementation Plan.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** The Executive Board authorizes NCTCOG to submit a grant application to the US Department of Energy to implement a project that would focus on accelerating deployment of electric drive vehicles and supporting infrastructure.

**Section 2.** NCTCOG is authorized to receive up to approximately \$5,000,000 from the US Department of Energy and \$5,000,000 in match from project partners.

**Section 3.** These funds shall be incorporated into the appropriate fiscal year budget.

**Section 4.** The Executive Director or designee is authorized to execute any necessary agreements to carry out this project.

**Section 5.** This resolution shall be in effect immediately upon its adoption.

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Lissa Smith, President  
North Central Texas Council of Governments  
Mayor Pro Tem, City of Plano

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on August 25, 2016.

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Kevin Strength, Secretary-Treasurer  
North Central Texas Council of Governments  
Mayor, City of Waxahachie



August 25, 2016 – Item 6

North Central Texas Council of Governments

TO: Mike Eastland  
Executive Director

DATE: August 18, 2016

FROM: Michael Morris, P.E.  
Director of Transportation

SUBJECT: Resolution Authorizing Execution of a Contract with a Vendor for Automated Vehicle Locator System Services

In March 2016, the North Central Texas Council of Governments (NCTCOG) Executive Board approved a resolution authorizing execution of agreements with subrecipients selected to receive funding for vehicle replacements under the Clean Fleets North Texas 2015 Call for Projects. As part of this action, a portion of funding was set aside for purchase, installation, and operation of an automated vehicle locator system (AVLS) to facilitate monitoring of grant-funded assets. The AVLS services will allow NCTCOG staff to accurately track fulfillment of agreement obligations, including use of funded vehicles within the air quality nonattainment area. This technology also provides benefits to the subrecipients by streamlining and automating grant-required reporting, which has formerly been completed manually. NCTCOG staff is developing policies to manage the AVLS devices over time, including proper disposition once grant obligations have been fulfilled.

NCTCOG staff administered a request for proposals (RFP) to select an AVLS provider. The RFP closed on May 20, 2016. Seven firms submitted proposals in response to the RFP. The Consultant Selection Committee met on June 8, 2016 to review and evaluate the proposals. Three firms were selected for interviews, which were held on July 12 and August 11, 2016. The Consultant Selection Committee recommended the proposal from Marshall GIS for this project. Marshall GIS has submitted an affirmative action plan. There is no Disadvantaged Business Enterprise (DBE) participation for this project. None of the seven firms submitted a DBE goal as part of their proposal.

A draft resolution authorizing execution of a consultant contract with Marshall GIS to provide AVLS services for subrecipients of the Clean Fleets North Texas 2015 Call for Projects in an amount not to exceed \$119,000, is attached for Executive Board consideration. The funding source for this project is Congestion Mitigation and Air Quality Improvement Program funds, utilizing Transportation Development Credits as the local match. I will provide a brief presentation of this item and will be available to answer any questions prior to requesting Board approval.

LPC:mg  
Attachment

**RESOLUTION AUTHORIZING EXECUTION OF A CONTRACT WITH A VENDOR FOR  
AUTOMATED VEHICLE LOCATOR SYSTEM SERVICES**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) has been designated as the Metropolitan Planning Organization for the Dallas-Fort Worth Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and,

**WHEREAS**, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with NCTCOG, and has been and continues to be a forum for cooperative decisions on transportation; and,

**WHEREAS**, the Dallas-Fort Worth region is in nonattainment of the federal air quality standards for ozone, and NCTCOG is actively involved in the development and implementation of the State Implementation Plan for air quality; and,

**WHEREAS**, the RTC is committed to the development and implementation of policies, projects, and programs to improve air quality and reduce emissions that create ozone; and,

**WHEREAS**, Subtask 3.03 of the Fiscal Year (FY) 2016 and FY2017 Unified Planning Work Program for Regional Transportation Planning provides for activities to improve air quality by reducing vehicle and equipment emissions, including implementation of technology improvements; and,

**WHEREAS**, on March 24, 2016, the NCTCOG Executive Board authorized execution of agreements with subrecipients of the Clean Fleets North Texas 2015 Call for Projects for implementation of vehicle replacement projects, as well as reservation of funds for purchase, installation, and operation of an automated vehicle locator system (AVLS) to facilitate project monitoring; and,

**WHEREAS**, on April 22, 2016, NCTCOG initiated a Request for Proposals to secure consultant assistance for a turnkey AVLS and associated ongoing service; and,

**WHEREAS**, the Consultant Selection Committee recommended Marshall GIS to implement the AVLS; and,

**WHEREAS**, NCTCOG complied with federal and State regulations regarding contract and procurement proceedings.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** A contract between NCTCOG and Marshall GIS for AVLS services in an amount not to exceed \$119,000, be and is hereby approved.

**Section 2.** The Executive Director or designee is authorized to execute a contract with Marshall GIS in the name of the North Central Texas Council of Governments.

**Section 3.** This resolution shall be in effect immediately upon its adoption.

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Lissa Smith, President  
North Central Texas Council of Governments  
Mayor Pro Tem, City of Plano

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on August 25, 2016.

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Kevin Strength, Secretary-Treasurer  
North Central Texas Council of Governments  
Mayor, City of Waxahachie



August 25, 2016 – Item 7

North Central Texas Council of Governments

TO: Mike Eastland  
Executive Director

DATE: August 18, 2016

FROM: Michael Morris, P.E.  
Director of Transportation

SUBJECT: Resolution Authorizing Consultant Contract with Kapsch TrafficCom Transportation NA, Inc. to implement the 511DFW Traveler Information System and Information Exchange Network

On April 22, 2016, the North Central Texas Council of Governments (NCTCOG) issued a Request for Proposals (RFP) to solicit consultant assistance for the Development, Operations and Maintenance Support of the 511DFW Traveler Information System and Information Exchange Network. Four firms submitted proposals in response to the RFP. The Consultant Selection Committee met on June 21, 2016, to review and evaluate the proposals. The Consultant Selection Committee recommended interviews with two firms, which were held on June 29, 2016. The Consultant Selection Committee recommended Kapsch TrafficCom Transportation NA, Inc. for this project. Kapsch TrafficCom Transportation NA, Inc. has submitted an affirmative action plan and a DBE Participation Goal of 32.7%.

The region benefits from a single source of traveler information available to agencies and the public. The purpose of this project is to provide for enhancements recommended by the 511DFW Independent Evaluation and continued operation of the region's 511DFW system.

A draft resolution authorizing a consultant contract with Kapsch TrafficCom Transportation NA, Inc. for the Development, Operations and Maintenance Support of the 511DFW Traveler Information System and Information Exchange Network, in an amount not to exceed \$3,675,000, is attached for Executive Board consideration. The funding for this program is Surface Transportation Block Grant Program (formerly known as Surface Transportation Program – Metropolitan Mobility) funds and state funds to support the match requirement.

MT:lk  
Attachment



**RESOLUTION AUTHORIZING CONSULTANT CONTRACT WITH  
KAPSCH TRAFFICCOM TRANSPORTATION NA, INC. TO IMPLEMENT THE  
511DFW TRAVELER INFORMATION SYSTEM AND INFORMATION EXCHANGE  
NETWORK**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and,

**WHEREAS**, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with NCTCOG and has been and continues to be a forum for cooperative decisions on transportation; and,

**WHEREAS**, the Regional Transportation Council is committed to the development and implementation of policies, projects, and programs to improve air quality and reduce emissions; and,

**WHEREAS**, Subtask 5.05 of the Fiscal Year (FY) 2016 and FY2017 Unified Planning Work Program for Regional Transportation Planning provides for implementation of the 511DFW Traveler Information System; and,

**WHEREAS**, on April 22, 2016, NCTCOG initiated a Request for Proposals to secure consultant assistance for the Development, Operations and Maintenance Support of the 511DFW Traveler Information System and Information Exchange Network efforts; and,

**WHEREAS**, on April 28, 2016, the NCTCOG Executive Board adopted a resolution authorizing the receipt of Surface Transportation Program – Metropolitan Mobility (STP-MM), Congestion Mitigation and Air Quality Improvement Program (CMAQ), and associated local match funds for planning and implementation programs to be administered and managed by NCTCOG; and,

**WHEREAS**, Kapsch TrafficCom Transportation NA, Inc. has been recommended by the Consultant Selection Committee to implement the Development, Operations and Maintenance Support of the 511DFW Traveler Information System and Information Exchange Network for NCTCOG; and,

**WHEREAS**, NCTCOG has complied with federal and State regulations regarding contract and procurement proceedings.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** A contract between NCTCOG and Kapsch TrafficCom Transportation NA, Inc. for the Development, Operations and Maintenance Support of the 511DFW Traveler Information System and Information Exchange Network in an amount not to exceed \$3,675,000 for a term of three years, with three one-year optional renewals, be and is hereby approved at the onset of funding availability for the initial term as follows: Fiscal Year 2017 \$1,595,000, Fiscal Year 2018 \$1,040,000, Fiscal Year 2019 \$1,040,000.

**Section 2.** Optional one-year renewals will be brought back for Executive Board approval.

**Section 3.** The Executive Director or designee is authorized to execute a contract with Kapsch TrafficCom Transportation NA, Inc. in the name of the North Central Texas Council of Governments.

**Section 4.** This resolution shall be in effect immediately upon its adoption.

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Lissa Smith, President  
North Central Texas Council of Governments  
Mayor Pro Tem, City of Plano

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on August 25, 2016.

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Kevin Strength, Secretary-Treasurer  
North Central Texas Council of Governments  
Mayor, City of Waxahachie



August 25, 2016 – Item 8

**North Central Texas Council of Governments**

TO: Mike Eastland  
Executive Director

DATE: August 18, 2016

FROM: Michael Morris, P.E.  
Director of Transportation

SUBJECT: Resolution Approving Disadvantaged Business Enterprise Participation Goal Update for FY2017 to FY2019

As a recipient of Federal Transit Administration funds, the North Central Texas Council of Governments (NCTCOG) is required to update its Disadvantaged Business Enterprise (DBE) Participation Goal every three years for submittal to federal funding agencies for review and approval. Staff has been working over the last several months to update the DBE Participation Goal for Fiscal Years (FY) 2017-2019. Staff recommends maintaining the current DBE goal of 25 percent for United States Department of Transportation (US DOT)-assisted contracts, which was approved by the Regional Transportation Council on August 11, 2016.

Staff reviewed the last six years of US DOT-assisted contracting awards to develop a projection of anticipated contracting opportunities by type and award amount for FY2017-FY2019. NCTCOG anticipates issuing consultant/contractor procurements in the following categories during FY2017-2019: Urban Planning/Engineering Services, Advertising/Public Relations and Outreach/Marketing, Software Development/Computer Services, and Transportation-Related Equipment. The estimated value of the awards for these procurements is approximately \$13.3 million.

The methodology employed to develop the DBE goal of 25 percent was a two-step process. First, staff analyzed data to develop a percentage of ready, willing, and able DBE firms in the Dallas-Fort Worth market area to perform anticipated work to be awarded over the next three years. Second, staff checked for availability of recent disparity studies, reviewed other agencies' DBE goals, analyzed data from NCTCOG's historical DBE performance, and reviewed NCTCOG's previous DBE Participation Goals and associated availability to determine if any adjustments to the base figure were warranted.

Staff engaged the public and contractor community throughout the process to elicit feedback and comments to guide staff's recommendations. A series of three public meetings was held in June to present the proposed DBE goal for review and comment. Staff also hosted a DBE Open House in July targeted specifically to the consultant/contractor community to obtain their feedback and comments and to provide an overview on the Transportation Department's procurement process. The proposed goal and supporting materials were published for review and comment for the federally required 45-day comment period on June 1, 2016. Staff received favorable comments and clarifying questions regarding the proposed goal. Included is additional information regarding the proposed goal.

A draft resolution approving the DBE Participation Goal Update for FY2017-FY2019 for US DOT-assisted contracts is attached for Executive Board consideration. Ken Kirkpatrick will present this item and will be available to answer any questions you may have.

EB:al

**RESOLUTION APPROVING DISADVANTAGED BUSINESS ENTERPRISE PARTICIPATION GOAL  
UPDATE FOR FY2017 TO FY2019**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and,

**WHEREAS**, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with NCTCOG and has been and continues to be a forum for cooperative decisions on transportation; and,

**WHEREAS**, 49 Code of Federal Regulations (CFR) Part 26 requires recipients of federal transportation funds to develop a Disadvantaged Business Enterprise (DBE) Program and Goal consistent with the spirit and intent of those regulations and update the DBE Participation Goal every three years; and,

**WHEREAS**, the current DBE Participation Goal for United States Department of Transportation (US DOT)-assisted contracts is 25 percent, and it has become necessary to update the DBE goal for FY2017-FY2019; and,

**WHEREAS**, NCTCOG underwent an analysis, consistent with federal guidance, to update the DBE goal for FY2017-FY2019 and published the proposed goal and supporting materials for review and comment from June 1, 2016, through July 21, 2016, to meet federal requirements; and,

**WHEREAS**, based on the analysis conducted and comments from the public and contractor community, staff recommends maintaining an overall DBE goal of 25 percent for US DOT-assisted contracts through NCTCOG's Transportation Department; and,

**WHEREAS**, although developed specifically to meet federal transportation requirements, staff recommends applying the DBE goal of 25 percent to any procurements initiated through NCTCOG's Transportation Department regardless of funding source; and,

**WHEREAS**, on August 11, 2016, RTC approved the proposed FY2017-FY2019 DBE goal of 25 percent.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

- Section 1.** The FY2017-FY2019 DBE Participation Goal of 25 percent for US DOT-assisted contracts is hereby approved.
- Section 2.** Procurements through NCTCOG's Transportation Department shall apply the 25 percent DBE Participation Goal regardless of funding source.
- Section 3.** The FY2017-FY2019 DBE Participation Goal shall be submitted to necessary federal funding agencies for review and approval.
- Section 4.** This resolution shall be in effect immediately upon its adoption.

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Lissa Smith, President  
North Central Texas Council of Governments  
Mayor Pro Tem, City of Plano

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on August 25, 2016.

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Kevin Strength, Secretary-Treasurer  
North Central Texas Council of Governments  
Mayor, City of Waxahachie



August 25, 2016 – Item 9

North Central Texas Council of Governments

TO: Mike Eastland  
Executive Director

DATE: August 18, 2016

FROM: Michael Morris, P.E.  
Director of Transportation

SUBJECT: Resolution Authorizing Budget Increase for Consultant Contract with Kimley-Horn and Associates, Inc., for the Northwest Highway and Preston Road Area Plan

NCTCOG is currently coordinating with the City of Dallas for the Northwest Highway and Preston Road Area Plan. This project is funded from Regional Transportation Council (RTC) local funds, and local match provided by the City of Dallas. The purpose of the Northwest Highway and Preston Road Area Plan is to develop a vision and provide recommendations in order to guide future policy and public investment within the study area at Northwest Highway and Preston Road in Dallas. The study is examining future possible land development scenarios and their potential impact to the transportation network.

On April 3, 2015, NCTCOG issued a Request for Proposals (RFP) to solicit consultant assistance for the project. Executive Board approved a resolution to enter into a contract with Kimley-Horn and Associates on June 25, 2015 to perform work for the Northwest Highway and Preston Road Area Plan in an amount not to exceed \$350,000 (\$250,000 RTC Local and \$100,000 from the City of Dallas). Due to additional project meetings and data collection requested by the community and the City of Dallas, staff is requesting the Executive Board to approve an increase in the contract budget of \$40,000 using RTC Local funds for a new not to exceed total of \$390,000.

A draft resolution authorizing a budget increase to the contract with Kimley-Horn and Associates, Inc. to complete the Northwest Highway and Preston Road Area Plan is attached for Executive Board consideration. I will provide a brief presentation of this item and will be available to answer any questions prior to requesting board approval.

TI

**RESOLUTION AUTHORIZING BUDGET INCREASE FOR CONSULTANT CONTRACT WITH  
KIMLEY-HORN AND ASSOCIATES, INC., FOR THE NORTHWEST HIGHWAY AND  
PRESTON ROAD AREA PLAN**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and,

**WHEREAS**, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with NCTCOG and has been and continues to be a forum for cooperative decisions on transportation; and,

**WHEREAS**, on June 3, 2010, the Regional Transportation Council (RTC) awarded projects for the Sustainable Development Program in the Dallas-Fort Worth Metropolitan Area for the implementation of transportation improvements related to local sustainable development infrastructure projects and local planning programs; and,

**WHEREAS**, the Fiscal Year (FY) 2016 and FY2017 Unified Planning Work Program Element 5.03; provides for consultant assistance to implement various local planning projects, including the Northwest Highway and Preston Road Area Plan; and,

**WHEREAS**, the City of Dallas has committed to contributing local funds to the project through an Interlocal Agreement; and,

**WHEREAS**, NCTCOG initiated a Request for Proposals to hire a consultant to complete the scope of work for the Northwest Highway and Preston Road Area Plan; and,

**WHEREAS**, Kimley-Horn and Associates, Inc. was recommended by the Consultant Selection Committee to complete the scope of work for the Northwest Highway and Preston Road Area Plan and approved by the Executive Board on June 25, 2015; and,

**WHEREAS**, the Interlocal Cooperation Act, Chapter 791 of the Government Code, provides authority for NCTCOG and Local Governments to enter into Agreements for the provision of governmental functions and services of mutual interest; and,

**WHEREAS**, NCTCOG has complied with federal and State regulations regarding contract and procurement proceedings.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** The Executive Board authorizes a budget increase of \$40,000 to the contract between NCTCOG and Kimley-Horn and Associates, Inc. for a new not to exceed amount of \$390,000.

**Section 2.** The Executive Director or designee is authorized to execute a contract amendment with Kimley-Horn and Associates, Inc. consistent with the terms herein.

**Section 3.** This resolution shall be in effect immediately upon its adoption.

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Lissa Smith, President  
North Central Texas Council of Governments  
Mayor Pro Tem, City of Plano

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on August 25, 2016.

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Kevin Strength, Secretary-Treasurer  
North Central Texas Council of Governments  
Mayor, City of Waxahachie

TO: Mike Eastland  
Executive Director

DATE: August 17, 2016

FROM: Monte Mercer  
Deputy Executive Director

SUBJECT: Resolution Approving Contract for Temporary Staffing Services with Robert Half International, Inc. through the Houston-Galveston Area Council Cooperative Purchasing Program

The North Central Texas Council of Governments (NCTCOG) has utilized the Robert Half International, Inc. (Half), as an employment agency at times for temporary staffing purposes. Even though Half can provide temporary staff for most typical office type positions, NCTCOG has utilized them primarily for technology related staffing. These temporary placements have included various positions to assist departments with specific technology type projects. These services were approved administratively under authority delegated by the Executive Board. However, temporary staffing needs are anticipated to exceed staff's administrative authority. As such, Executive Board approval is required for the continued use of Robert Half for temporary staffing services for Fiscal Years 2016 and 2017.

Half is an approved contractor for temporary staffing services through the Houston-Galveston Area Council (H-GAC). Participating entities must execute an Interlocal Agreement (ILA) with H-GAC in order to access approved contractors. NCTCOG needs to reaffirm its participation in the H-GAC cooperative purchasing program through the execution of an ILA.

A draft resolution authorizing a contract with Robert Half International, Inc., for continued use of its temporary staffing services for FY 2016 and FY 2017 for an amount not to exceed \$200,000 is attached for the Executive Board's consideration. The draft resolution also authorizes an Interlocal Agreement with the Houston-Galveston Area Council to participate in its cooperative purchasing program. I will provide a brief presentation of this item and will be available to answer any questions prior to requesting Board.

I will be available at the Board meeting to answer any questions.

MM:kk



**RESOLUTION APPROVING CONTRACT FOR TEMPORARY STAFFING SERVICES WITH  
ROBERT HALF INTERNATIONAL, INC. THROUGH THE HOUSTON-GALVESTON AREA  
COUNCIL COOPERATIVE PURCHASING PROGRAM**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) is established to assist local governments in planning for common needs, cooperative for mutual benefit, and coordinating for sound regional development; and,

**WHEREAS**, NCTCOG has a periodic need to utilize temporary staffing services; and,

**WHEREAS**, NCTCOG has utilized Robert Half International, Inc., (Half) in the past for temporary staffing of technology type positions; and,

**WHEREAS**, the Houston-Galveston Area Council (H-GAC) has a cooperative purchasing program and Half is an approved contractor; and,

**WHEREAS**, NCTCOG needs to reaffirm its participation in the H-GAC cooperative purchasing program through the execution of an Interlocal Agreement; and,

**WHEREAS**, NCTCOG staff is proposing to continue utilizing Half's temporary staffing services through the H-GAC purchasing cooperative for Fiscal Years 2016 and 2017.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

- Section 1.** An Interlocal Agreement with Houston-Galveston Area Council for NCTCOG to reaffirm its participation in H-GAC's cooperative purchasing program in order to access approved contractors, be and is hereby approved.
- Section 2.** A contract with Robert Half International, Inc., through the H-GAC cooperative purchasing program, for Fiscal Years 2016 and 2017 in an amount not to exceed \$200,000, be and is hereby approved
- Section 3.** The Executive Director or designee is authorized to execute a contract with the Houston-Galveston Area Council and Robert Half International, Inc., in the name of The North Central Texas Council of Governments.
- Section 4.** This resolution shall be in effect immediately upon its adoption.

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Lissa Smith, President  
North Central Texas Council of Governments  
Mayor Pro-Tem, City of Plano

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on August 25, 2016.

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Kevin Strength, Secretary-Treasurer  
North Central Texas Council of Governments  
Mayor, City of Waxahachie



**North Central Texas Council of Governments**

TO: Mike Eastland  
Executive Director

DATE: August 17, 2016

FROM: Monte Mercer  
Deputy Executive Director

SUBJECT: Status Report on Fiscal Year 2017 Proposed Budget

An overview of the Fiscal Year 2017 Proposed Budget will be presented to the Executive Board at the monthly meeting on August 25, 2016. The program structure is similar to previous years with the following characteristics:

- Total expenditures of \$210,513,003;
- Consists of state and federal grants that fund approximately 85% of programs with the remainder being local funding.
- Fiscal controls are established by individual grants and contracts, not the plan outlined in the Annual Fiscal Program.
- Annual dues from the membership comprise less than 1% of the total budget. The per capita rate has not changed.

Prior to the Board meeting, a session will be held with the Finance/Personnel Committee for their review.

I will be available at the Board meeting to answer any questions.

MM:rm

**North Central Texas  
Council Of Governments  
FY 2017 Proposed Budget**

Executive Board Meeting  
August 25, 2016

# NCTCOG FY 2017 Proposed Budget

- Characteristics of NCTCOG budgeting and contrasts with typical local government budgeting.
  - Funding is comprised primarily of grants and local contracts for services.
  - Each grant is a separate contract with its own grant period and funding amount. Grants can encompass more than one NCTCOG fiscal year.
  - Continuously evolving as program needs change and funding opportunities become available.
  - Scope of work, funding, and expenditure limitations are regulated by the individual grant or contract, rather than the planned program summary.
- High inter-departmental dependency and cooperation.
  - Common objectives (i.e. environmental, air quality and transportation programs).
  - Multi-disciplinary approach (i.e. operating departments, computer services, finance and accounting teams).

# NCTCOG FY 2017 Proposed Budget

Funding Sources	<u>FY 2017</u>	<u>FY 2016</u>	<u>Change</u>
State and Federal Grants	\$ 169,158,242	\$ 164,516,251	\$ 4,641,991
Local Contracts/Grants	11,017,186	10,252,694	764,492
In-Kind Match Funds	18,523,867	16,022,604	2,501,263
Membership Dues	697,482	687,528	9,954
Training Revenues	<u>643,438</u>	<u>628,314</u>	<u>15,124</u>
<b>Total</b>	<b><u>\$ 200,040,215</u></b>	<b><u>\$ 192,107,391</u></b>	<b><u>\$ 7,932,824</u></b>

# NCTCOG FY 2017 Proposed Budget

<b>STATE</b>	<b>FY 2017</b>	<b>% of Total Funding</b>	<b>FY 2016</b>	<b>Change</b>
Texas Workforce Commission (TWC)	64,972,192	32.48%	67,053,810	(2,081,618)
Texas Department of Transportation (TxDOT)	37,074,125	18.53%	33,652,009	3,422,116
Texas Commission on Environmental Quality (TCEQ)	26,257,674	13.13%	23,418,043	2,839,631
Commission on State Emergency Communications (CSEC)	10,950,230	5.47%	11,021,810	(71,580)
Texas Department of Aging and Disability Services (DADS)	7,730,236	3.86%	7,744,740	(14,504)
Governor's Office (00G)	2,793,875	1.40%	974,020	1,819,855
Texas Department of Public Safety (DPS)	2,000,674	1.00%	4,273,146	(2,272,472)
Texas Department of Agriculture (TDA)	18,916	0.01%	18,916	-
State Energy Conservation Office (SECO)	-	-	197,000	(197,000)
Department of State Health Services (DSHS)	-	-	49,893	(49,893)
<b>TOTAL STATE</b>	<b>\$ 151,797,922</b>	<b>75.88%</b>	<b>\$ 148,403,387</b>	<b>\$ 3,394,535</b>
<b>FEDERAL</b>				
Federal Transit Administration (FTA)	14,487,974	7.24%	12,489,193	1,998,781
Federal Emergency Management Agency (FEMA)	1,049,000	0.53%	1,515,000	(466,000)
Environmental Protection Agency (EPA)	814,104	0.41%	490,332	323,772
Federal Highway Administration (FHA)	417,009	0.21%	769,221	(352,212)
United States Department of Energy (US DOE)	266,716	0.13%	335,070	(68,354)
United States Department of Defense (DOD)	265,517	0.13%	258,686	6,831
United States Department of Commerce (US DOC)	60,000	0.03%	50,000	10,000
United States Department of Labor (US DOL)	-	-	155,778	(155,778)
Federal Aviation Administration (FAA)	-	-	49,584	(49,584)
<b>TOTAL FEDERAL</b>	<b>\$ 17,360,320</b>	<b>8.68%</b>	<b>\$ 16,112,864</b>	<b>\$ 1,247,456</b>
<b>TOTAL STATE AND FEDERAL</b>	<b>\$ 169,158,242</b>	<b>84.56%</b>	<b>\$ 164,516,251</b>	<b>\$ 4,641,991</b>

# NCTCOG FY 2017 Proposed Budget Funding Changes

## **State and Federal Grant Changes - \$4.6 Million Net Increase primarily comprised of:**

- **Transportation - \$7.7 million increase primarily comprised of:**
  - Texas Department of Transportation (TXDOT) - (\$3.42 million increase).
  - Texas Commission on Environmental Quality (TCEQ) - (\$2.39 million increase).
  - Federal Transit Authority (FTA) - (\$1.99 million increase).
  - Environmental Protection Agency (EPA) - (\$323 thousand increase).
  - U.S. Department of Defense (DOD) - (\$7 thousand increase).
  - Federal Highway Administration (FHA) - (\$352 thousand decrease).
  - Department of Energy (DOE) - (\$68 thousand decrease).
  - Federal Aviation Administration (FAA) - (\$50 thousand decrease).
- **Workforce - \$2.2 million decrease primarily comprised of:**
  - Texas Workforce Commission (TWC) - (\$2.08 million decrease).
  - U.S. Department of Labor (DOL) - (\$155 thousand decrease).

# NCTCOG FY 2017 Proposed Budget Funding Changes

## State and Federal Grant Changes - \$4.6 Million Increase (Continued)

- **Emergency Preparedness - \$501 thousand decrease comprised of:**
  - \*Governor's Office - (\$1.82 million increase).
  - \*Texas Department of Public Safety (\$2.27 million decrease).
  - Department of State Health Services (DSHS) - (\$50 thousand decrease).
  - \* Change in grant administration of Homeland Security Grant Program (HSGP)
- **Environment & Development - \$222 thousand net decrease primarily comprised of:**
  - Texas Commission on Environmental Quality (TCEQ) - (\$441 thousand increase).
  - Federal Emergency Management Agency (FEMA) - (\$466 thousand decrease).
  - State Energy Conservation Office (SECO) - (\$197 thousand decrease).
- **Regional 9-1-1 - \$72 thousand decrease, comprised of:**
  - Commission on State Emergency Communications (CSEC) - (\$72 thousand decrease).
- **Area Agency on Aging - \$15 thousand decrease comprised of:**
  - Department of Aging and Disability Services (DADS) - (\$15 thousand decrease).



# NCTCOG FY 2017 Proposed Budget Funding Changes

## **Local Contracts & Training Revenue - \$845 thousand increase primarily due to:**

- Transportation - (\$833 thousand increase).
- Research and Information Services - (\$817 thousand increase).
- Regional Police Academy / Training & Development Institute - (\$15 thousand increase).
- Environment and Development - (\$455 thousand decrease).
- Emergency Preparedness Assessment - (\$277 thousand decrease).
- Public Employee Benefits Cooperative - (\$128 thousand decrease).

## **In-Kind Match Funds - \$2.5 million increase due primarily to:**

- Transportation - (\$1.71 million increase).
- Area Agency on Aging - (\$520 thousand increase).
- Workforce Development - (\$441 thousand increase).
- Emergency Preparedness - (\$183 thousand decrease).

## **Total Change to Funding - \$8 Million Increase**

# NCTCOG FY 2017 Proposed Budget

<b>Total Expenditures</b>	<b><u>FY 2017</u></b>	<b><u>FY 2016</u></b>	<b><u>Change</u></b>
Transportation	\$86,506,330	\$76,362,413	10,143,917
Workforce Development	65,935,743	68,219,788	(2,284,045)
Area Agency on Aging	15,051,499	14,578,959	472,540
Regional 9-1-1	10,848,230	10,911,810	(63,580)
Research & Information Services	9,531,742	7,617,944	1,913,798
Agency Administration	9,354,960	8,878,183	476,777
Emergency Preparedness	5,558,736	6,526,938	(968,202)
Environment & Development	3,652,878	4,365,784	(712,906)
Public Employee Benefits Cooperative	1,254,022	1,381,816	(127,794)
Agency Management <sup>(1)</sup>	1,200,936	1,156,834	44,102
Regional Police Academy	1,130,271	1,127,147	3,124
Training & Development Institute	302,618	264,618	38,000
Criminal Justice Planning	<u>185,038</u>	<u>202,049</u>	<u>(17,011)</u>
<b>Total Proposed Expenditures</b>	<b><u>\$210,513,003</u></b>	<b><u>\$201,594,283</u></b>	<b><u>8,918,720</u></b>
Less: Interdepartmental Charges <sup>(2)</sup>	<u>(10,472,788)</u>	<u>(9,486,892)</u>	<u>(985,896)</u>
<b>Net Expenditures</b>	<b><u>\$200,040,215</u></b>	<b><u>\$192,107,391</u></b>	<b><u>\$ 7,932,824</u></b>

(1) Includes Public Affairs

(2) Includes Direct Service Charges and Indirect Overhead

# NCTCOG FY 2017 Proposed Budget

## Total Expenditures

### Transportation

- **Total expenditures net increase of \$10.1 million, primarily comprised of:**
  - Cooperative Vehicle Procurement - (\$3.2 million increase).
  - EPA DERA 2015 - (\$2.6 million increase).
  - AirCheck TX: 2016 State Funding - (\$2.3 million increase).
  - 2005-2006 Sustainable Development Infrastructure Projects - (\$1.9 million increase).
  - Traffic Signal Projects - (\$1.36 million increase).
  - Regional Goods Movement – (\$856 thousand increase).
  - Air Quality Initiatives - (\$689 thousand increase).
  - Regional Parking Analysis – (\$400 thousand increase).
  - JA/RC Projects - (\$377 thousand increase).
  - SH199 Feasibility Study – (\$374 thousand increase).
  - Air Quality Communications (\$371 thousand increase).
  - Roadway and Transit Technical Support – (\$355 thousand increase).
  - Disadvantaged Community/Employment/Minority Program – (\$339 thousand increase).
  - Environmental Justice Activities – (\$245 thousand increase).
  - Regional ITS - (\$236 thousand increase).
  - Transportation Project Programming – (\$216 thousand increase).

# NCTCOG FY 2017 Proposed Budget Total Expenditures

## Transportation (cont.)

- **Total expenditures net increase of \$10.1 million, primarily comprised of:**
  - FTA Transit projects - (\$2.1 million decrease).
  - Incident Management & Safety Patrols Pilot Program - (\$1.2 million decrease).
  - North Texas Smartway Idle Reduction Project – (781 thousand decrease).
  - Transit Bus Initiative - (\$615 thousand decrease).
  - FTA New Freedom Projects - (\$364 thousand decrease).
  - Land Use Transportation General – (\$355 thousand decrease).
  - Regional Vanpool Program – (\$259 thousand decrease).

# NCTCOG FY 2017 Proposed Budget Total Expenditures

## Area Agency on Aging

- **Total expenditures \$473 thousand increase.**
  - In-Kind (\$520 thousand increase).
  - DADS funding and local contracts (\$47 thousand decrease).

## Workforce Development

- **Total expenditures net decrease of \$2.3 million, primarily comprised of:**
  - Workforce Innovations Opportunities Act (WIOA) - (\$2.4 million decrease).
  - Supplemental Nutrition Assistance Program (SNAP) – (\$193 thousand decrease).
  - Trade Adjustment Assistance funding - (\$152 thousand decrease).
  - Department Of Labor H 1B Grant - (\$151 thousand decrease).
  - Industry-Recognized Skills Certificate Initiative - (\$108 thousand decrease).
  - Local Innovation Partnership Grants - (\$75 thousand decrease).
  - Long Term Unemployment - (\$55 thousand decrease).
  - TWC Workforce Initiatives - (\$35 thousand decrease).
  - Childcare funding - (\$908 thousand increase).

# NCTCOG FY 2017 Proposed Budget Total Expenditures

## Emergency Preparedness

- **Total expenditures net decrease of \$968 thousand, primarily comprised of:**
  - The Homeland Security Grant Program (HSGP), which includes the Urban Area Security Initiative (UASI) and State Homeland Security Grant Program - (\$920 thousand decrease).
  - CASA WX (Local) - (\$269 thousand decrease).
  - Hazard Mitigation Program - (\$237 thousand increase).

## Environment & Development

- **Total expenditures net decrease of \$713 thousand, primarily comprised of:**
  - \* CTP Mapping Statement - (\$465 thousand decrease).
  - \* Stormwater Management Program - (\$428 thousand decrease).
  - State Energy Conservation Office (SECO) - (\$149 thousand decrease).
  - Transportation Department Support – (\$97 thousand decrease).
  - Landscape - (\$24 thousand decrease).
  - \* Solid Waste Management Direct Projects- (\$450 thousand increase).

\* Primarily pass-through and contracts

# NCTCOG FY 2017 Proposed Budget

## Total Expenditures

### Research & Information Services

- **Total expenditures increase of \$1.9 million, primarily comprised of:**
  - Information Services (Network Support) - (\$626 thousand increase).
    - Personnel - (\$258 thousand).
    - Laserfiche - (\$194 thousand).
    - Software support - (\$97 thousand).
    - Webhosting - (\$40 thousand).
    - Security - (\$37 thousand).
  - Fee for Service - (\$820 thousand increase), primarily
    - Aerial Photography - (\$1.2 million increase).
    - One Star - (\$250 thousand decrease).
    - CityNet - (\$94 thousand decrease).
  - Various Departmental Support - (\$456 thousand increase); primarily
    - Workforce - (\$413 thousand increase).
    - Transportation - (\$103 thousand increase).
    - Environment & Development - (\$52 thousand decrease).

# NCTCOG FY 2017 Proposed Budget Total Expenditures

## Agency Administration

- **Total expenditures \$477 thousand increase, primarily comprised of:**
  - Agency Support - (\$151 thousand increase).
    - Miscellaneous Services (\$56 thousand increase)
    - Workforce Department (\$54 thousand increase)
    - Facilities Management (\$28 thousand increase)
    - Transportation Department (\$13 thousand increase)
  - Information Services (\$51 thousand increase)
  - Merit impact (\$128 thousand increase)
  - Auditor (.5 FTE funding impact, \$40 thousand increase)
  - Contracts / Contingency (\$107 thousand increase)



# NCTCOG FY 2017 Proposed Budget Total Expenditures

**Agency Management <sup>(1)</sup> net increase of \$44 thousand.**

**Training & Development Institute net increase of \$38 thousand.**

**Regional Police Academy net increase of \$3 thousand.**

**Public Employee Benefits Cooperative decrease of \$128 thousand.**

**Regional 9-1-1 net decrease of \$64 thousand.**

**Criminal Justice Planning net decrease of \$17 thousand.**

**Total Change to Total Expenditures \$8.9 million increase.**

<sup>(1)</sup> Includes Public Affairs

# NCTCOG FY 2017 Proposed Budget

## **Personnel and Fringe Benefits**

- 365 full-time positions and 36 part-time positions.
- Net Increase of 12 full-time positions.
- Healthcare 8% increase.
- 3% merit pool.

# NCTCOG FY 2017 Proposed Budget

Full-time Positions	FY 2017 <u>Budget</u>	FY 2016 <u>Budget</u>	<u>Change</u>
Transportation	161	158	3
Workforce Development	40	40	-
Agency Administration	40	39	1
Research & Information Services	35	29	6
Regional 9-1-1	26	24	2
Area Agency on Aging	21	22	(1)
Environment & Development	13	13	-
Emergency Preparedness	11	11	-
Regional Police Academy	5	5	-
PEBC	5	5	-
Agency Management <sup>(1)</sup>	5	5	-
Training & Development Institute	2	1	1
Criminal Justice Planning	<u>1</u>	<u>1</u>	<u>-</u>
<b>Total</b>	<b><u>365</u></b>	<b><u>353</u></b>	<b><u>12</u></b>

(1) Includes Public Affairs

# NCTCOG FY 2017 Proposed Budget

## Full-Time Positions

### **Research & Information Services +6**

- IT Project Manager +2
- Network Administrator
- Solutions Analyst
- Service Desk Technician
- Sr. Administrative Assistant

### **Transportation +3**

- Transportation Planner II +2
- Transportation Planner I

### **Regional 9-1-1 +2**

- 9-1-1 Network Engineer
- 9-1-1 Contract Administrator

### **Training & Development Institute +1**

- TDI Training Support Specialist

### **Agency Administration +1**

- Auditor

### **Area Agency on Aging -1**

- Regional Ombudsman

# NCTCOG FY 2017 Proposed Budget

## Remaining Steps In Budget Process.

- Answer any questions today.
- Provide for public hearing and budget adoption resolution at September's Board meeting.
- Prepare budget document for filing with the Board and state agencies.
- Monitor FY 2016 budget year close out.
- Implement FY 2017 budget beginning October 1.
- Present status of programs and need for budget amendments throughout the year as new programs and funding become available.



**North Central Texas Council of Governments**

**TO:** NCTCOG Executive Board

**DATE:** August 17, 2016

**FROM:** Lucille Johnson  
Assistant to the Executive Director

**SUBJECT:** Status Report on NCTCOG's 50<sup>th</sup> Anniversary Celebration

In continuation of the celebration of NCTCOG's 50<sup>th</sup> anniversary and an overview of each NCTCOG Department, the Research and Information Services (RIS) Department is presented this month. Tim Barbee, Director of RIS and his staff will brief the Board on the department's history and activities.

A history of NCTCOG is featured on the NCTCOG 50<sup>th</sup> Anniversary website at: <http://www.nctcog.org/50/>, with new information being added each month. The Board is encouraged to visit this site often throughout this year.



**North Central Texas Council of Governments**

**2016-17 NCTCOG Executive Board Calendar**

<b>September 22, 2016</b>	Executive Board Meeting – NCTCOG Offices
<b>October 27, 2016</b>	Executive Board Meeting – NCTCOG Offices
<b>November 11-13, 2016</b>	North Central Texas “Big X” Exercise
<b>November 17, 2016</b>	Executive Board Meeting – NCTCOG Offices
<b>December 15, 2016</b>	Executive Board Meeting – NCTCOG Offices
<b>January 26, 2017</b>	Executive Board Meeting – NCTCOG Offices
<b>February 23, 2017</b>	Executive Board Meeting – NCTCOG Offices
<b>March 23, 2017</b>	Executive Board Meeting – NCTCOG Offices
<b>April 27, 2017</b>	Executive Board Meeting – NCTCOG Offices
<b>May 25, 2017</b>	Executive Board Meeting – NCTCOG Offices
<b>June 22, 2017</b>	Executive Board Meeting – NCTCOG Offices
<b>July 27, 2017</b>	Executive Board Meeting – NCTCOG Offices
<b>August 24, 2017</b>	Executive Board Meeting – NCTCOG Offices
<b>September 28, 2017</b>	Executive Board Meeting – NCTCOG Offices
<b>October 26, 2017</b>	Executive Board Meeting – NCTCOG Offices
<b>November 16 , 2017</b>	Executive Board Meeting – NCTCOG Offices
<b>December 21, 2017</b>	Executive Board Meeting – NCTCOG Offices

## EXECUTIVE BOARD ATTENDANCE

June 2016 - May 2017

Name	June	July	August	September	October	November	December	January	February	March	April	May	TOTAL
Lissa Smith President	P	P											2
Tom Lombard Vice-President	P	P											2
Kevin Strength Secretary/Treasurer	P	P											2
John Horn Past President	P	P											2
Bruce Archer	A	P											1
J. D. Clark	P	A											1
Kelly Gray	A	A											2
Clay Jenkins	P	A											1
Lee Kleinman	A	P											1
Dan McClendon	P	A											1
Bobbie Mitchell	P	P											2
Keith Self	A	A											0
Ray Smith	P	P											2
Chris Watts	A	A											0
Kathryn Wilemon	P	P											2
Glen Whitley	P	P											2
Bruce Wood	P	P											2
Jeff Leach - Ex Officio, Non-Voting Member	P	A											1
<b>TOTAL PRESENT</b>	13	11											
<b>Attendance Code:</b>	P=Present    A=Absence    NM=No meeting												





August 25, 2016 – Item F1

**North Central Texas Council of Governments**

TO: NCTCOG Foundation Board

DATE: August 18, 2016

FROM: Mike Eastland  
Executive Director

SUBJECT: Annual Meeting and Orientation of the North Central Texas Council of Governments Foundation, Inc.

The purpose of this item is to hold an annual meeting of North Central Texas Council of Governments Foundation, Inc., (Foundation) and provide an orientation to the members of the Board on the activities and status of the Foundation.

In 2002, the Executive Board of the North Central Texas Council of Governments (NCTCOG) authorized the creation of a non-profit corporation, the North Central Texas Council of Governments Foundation, Inc., which is a 501(c) (3) organization. The purpose of the Foundation is to supplement NCTCOG activities in order to provide broader service opportunities to NCTCOG's constituents and the North Central Texas region. For example, the NCTCOG Foundation has been utilized in the past to apply for and receive grant funding that requires a 501(c) (3) status from both public and private sector entities. The Foundation has no employees and is managed and operated by NCTCOG staff.

The Executive Board of NCTCOG serves as the Board of the Foundation. The officers of the Executive Board (President, Vice-President, and Secretary/Treasurer) serve as officers of the Foundation. The Foundation must comply with the Texas Open Meetings and Public Information Act. The Foundation is authorized to create committees as necessary to assist in management, policy direction, and oversight. The Bylaws outline authorized and prohibited transactions, indemnification provisions of directors, officers, and employees, and financial management of the Foundation.

I will brief the Board and be available to respond to any questions the Board may have.

ME:sc

**616 Six Flags Drive, Centerpoint Two  
P.O. Box 5888, Arlington, Texas 76005-5888  
(817) 640-3300 FAX: 817-608-2372  
[www.nctcog.org](http://www.nctcog.org)**

# North Central Texas Council of Governments Foundation, Inc.

616 Six Flags Drive, Arlington, TX, 76011

## **BOARD MEETING**

Minutes — April 28, 2016

2:48 PM

President Horn called the regular meeting of the North Central Texas Council of Governments Foundation, Inc. Board to order at 2:48 pm.

### **Members of the Board Present:**

John Horn – President, County Judge, Hunt County  
Lissa Smith – Vice President, Mayor Pro Tem, City of Plano  
Tom Lombard – Secretary/Treasurer, Councilmember, City of North Richland Hills  
Bruce Archer, Deputy Mayor Pro Tem, City of Mesquite  
J.D. Clark, County Judge, Wise County  
Michael Glaspie, Councilmember, City of Arlington  
Kelly Allen Gray, Councilmember, City of Fort Worth  
Clay Jenkins, County Judge, Dallas County  
Lee Kleinman, Councilmember, City of Dallas  
Jeff Leach, State Representative  
Dan McClendon, Mayor Pro Tem, City of Burleson  
Bobbie Mitchell, Commissioner, Denton County  
Keith Self, County Judge, Collin County  
Kevin Strength, Mayor, City of Waxahachie  
Chris Watts, Mayor, City of Denton

### **Members of the Board Absent:**

Laura Wheat, Mayor, Town of Westlake  
B. Glen Whitley, County Judge, Tarrant County  
Kathryn Wilemon – Past President, Councilmember, City of Arlington

### **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  
David Setzer, Director of Workforce Development  
Edith Marvin, Director of Environment and Development  
Molly McFadden, Director of Emergency Preparedness  
Christy Williams, Director of 9-1-1  
Lucille Johnson, Assistant to the Executive Director  
Stephanie Cecil, Administrative Assistant, EDO  
Dan Kessler, Assistant Director of Transportation  
Ken Kirkpatrick, Transportation Counsel

### **ACTION:**

#### **Item 1 Approval of Minutes from the June 25, 2015 Foundation Board Meeting**

President Horn asked for approval of the minutes from the June 25, 2015 NCTCOG Foundation Board, Inc. meeting.

Upon a Motion by Councilmember Lombard (seconded by Mayor Pro Tem Smith), and unanimous vote of all members present, the Board approved the minutes of the June 25, 2015 NCTCOG Foundation Board, Inc. meeting.

**Item 2 Resolution Approving the Receipt of Revenue for the Environmental Stewardship Program**

Michael Morris, Director of Transportation, requested that the NCTCOG Foundation, a 501(c) (3) non-profit, authorize the newly established Environmental Stewardship Program (see item 10 of this April 28, 2016 agenda) and approve the receipt of approximately \$1.6 million from non-governmental and partner agencies for the program.

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

*See Foundation Exhibit E16-04-F02*

President Horn adjourned the meeting at 2:51 pm.

Approved by:

Checked by:

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Lissa Smith, President  
North Central Texas Council of Governments  
Mayor Pro Tem, City of Plano

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Mike Eastland, Executive Director  
North Central Texas Council of Governments