

NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS EXECUTIVE BOARD MEETING

Minutes — June 24, 2021

Transportation Council Room | 616 Six Flags Drive | Arlington, Texas

President Sweet called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 12:48 pm on June 24, 2021.

Members of the Board Present:

- | | |
|-----------------------|---------------------|
| 1. David Sweet | 8. Clyde Hairston |
| 2. Andrew Piel | 9. Clay Jenkins |
| 3. Bill Heidemann | 10. Bobbie Mitchell |
| 4. Ray Smith | 11. Kayci Prince |
| 5. Rick Carmona | 12. Glenn Rogers |
| 6. Jorja Clemson | |
| 7. Tammy Dana-Bashian | |

Members of the Board Absent:

13. Alfonso Campos
14. Chris Hill
15. Glen Whitley

Members of the Staff Present:

Mike Eastland, Monte Mercer, Molly Rendon, Tim Barbee, Doni Green, Michael Morris, Molly McFadden, David Setzer, Lucille Johnson, Jerri Watson, Ken Kirkpatrick, Charles Covert, Tamara Cook, Ryan Fielder, Emily Beckham, Chris Klaus

Visitors Present:

None

REGULAR SESSION

PUBLIC COMMENT ON AGENDA ITEMS

President Sweet opened the meeting for public comment and asked if there was anyone present wishing to speak. There being no one, he proceeded with the meeting.

ACTION:

Item 1 Approval of Minutes

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

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

Item 2 Consider Resolution Appointing Member(s) and Officer(s) of the NCTCOG Executive Board

In his memo to the Board, Mike Eastland explained that due to election losses of Kelly Allen-Gray of Fort Worth, who was Secretary/Treasurer, and Councilmember John Ryan of Denton, the Board has vacancies for two seats and an officer. He explained that in accordance with COG Bylaws the City of Fort Worth, being one of the three cities in the region with the largest population, has a designated Board seat and will therefore name the person to replace Councilmember Gray. He further explained that according to the Bylaws, the remaining members of the Board appoint a replacement for the Officer position previously held by Ms. Gray and the seat formerly held by

Councilmember Ryan. This person must also represent an entity that is in the same population category (100,000 – 200,000) as the person being replaced.

Mr. Eastland explained that the possibility of some members not winning re-election was taken into consideration by the nominating committee and it was suggested that if this, in fact, did occur that Councilmember Piel assume the position of Vice President and that Mr. Eastland find a seat replacement for any Board member not being re-elected. Councilmember Ryan of Denton was not re-elected which created a vacancy in the Board seat designated for a city with a population between 100,000-200,000. Mayor Kevin Falconer of Carrollton was presented as the replacement for Councilmember Ryan. Both President Sweet and Nominating Committee Chair and Past President Smith recommended these appointments.

Exhibit: 2021-06-02-EDO

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

Item 3 Resolution Authorizing Contracts for Night Vision Solutions

Molly Rendon, Director of Administration, requested from the Board to enter into contract agreements with MIG GOV, LLC, Night Vision Devices, Inc., SupplyCore Inc., and USIQ, Inc. for Night Vision Solutions through the North Central Texas Council of Governments' SHARE cooperative purchasing program for a maximum five (5) year term via a "percent-discount" for a consistent percentage discount, regardless of existing market conditions. She explained this SHARE initiative would expand product offering of night observation devices in low-light situations currently being utilized by Special Weapons and Tactics (SWAT) teams, Police and Sheriff Departments, and other first-responder units in the execution of their job duties.

A Request for Proposals (RFP) #2021-007 was advertised and proposals were evaluated by a committee comprised of members of the City of Dallas, City of Granbury, and City of Garland Police Departments.

Exhibit: 2021-06-03-AA

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

Item 4 Resolution Authorizing Contracts for Temporary Staffing Services

Molly Rendon, Director of Administration, requested from the Board to enter into contract agreements with 22nd Century Technologies, Inc., Ad-a-Staff, Inc., Buzzclan, LLC., Cambay Consulting, LLC., Cogent Infotech Corporation, Diverse Staffing Services, Inc., Howroyd-Wright Employment Agency, Inc., Matrix Resources, Inc., and Recruiting Source International, Inc. for Temporary Staffing Services, for a maximum five (5) year term, through the North Central Texas Council of Governments' SHARE cooperative purchasing program for the purpose of retaining the services of firms that provide temporary staffing services.

A Request for Proposals (RFP) #2021-005 for Temporary Staffing Services was advertised and proposals were evaluated by a committee comprised of members of the NCTCOG Human Resources Department.

Exhibit: 2021-06-04-AA

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

Item 5 Resolution Approving Aging Subcontractor and Subrecipient Monitoring Plan

Doni Green, Director of Aging, requested Board approval of the North Central Texas Council of Governments' Area Agency on Aging (AAA) Subcontractor and Subrecipient Monitoring Plan. The plan, comprised of competitively procured contractors and subrecipients to deliver services, is funded by federal and state funds from Texas Health and Human Services Commission (HHSC) to administer services funded by the Older Americans Act. She explained that during a training, HHSC presented a new requirement that AAA subcontractor monitoring plans must be approved by its governing body to ensure compliance with governing regulations.

Exhibit: 2021-06-05-AG

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

Item 6 Resolution Authorizing a Contract with TIP Strategies, Inc. for Strategic Plan and Sector Strategies Development Services

David Setzer, Director of Workforce Development, requested Board approval to enter into a contract agreement with TIP Strategies, Inc. for Strategic Plan and Sector Strategies Development Services for a maximum sixty-three (63) month term and in an amount not to exceed \$1.2 million. He explained the project originated in an effort to seek consulting services to advise, assist and operationalize the recently adopted strategic plan as Workforce Solutions of North Central Texas (WSNCT) expands its presence and mission throughout the North Central Texas region.

A Request for Proposals (RFP) #2021-055 for Strategic Plan and Sector Strategies Development Services was advertised and proposals were evaluated by a committee comprised of Workforce Development Department staff.

Exhibit: 2021-06-06-WD

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

Item 7 Resolution Endorsing Application for Federal Transit Administration Pilot Program for Transit-Oriented Development Planning Grant Application for Dallas Area Rapid Transit Silver Line

Michael Morris, Director of Transportation, requested authorization from the Board for an endorsement application for Federal Transit Administration (FTA) Pilot Program for Transit-Oriented Development (TOD) Planning Grant Application for Dallas Area Rapid Transit Silver Line (DART). The TOD Planning grant will support comprehensive planning that supports economic development, ridership, multimodal connectivity, and increased transit access for pedestrian/bicycle traffic in new fixed guideway transit corridors as well as improve pedestrian and bicycle infrastructure connections to rail stations; analysis of parking utilization and local development policies; and a jobs/housing balance plan for TOD employment/residential markets. He explained that the submission to the FTA was approved by the Regional Transportation Council (RTC) for \$800,000 of federal funds and the utilization of \$200,000 RTC local match funds for a total of \$1 million.

Exhibit: 2021-06-07-TR

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

Item 8 Resolution Authorizing Participation in a Grant Application to the Department of Energy

Michael Morris, Director of Transportation, requested authorization from the Board to participate as a subrecipient in the grant application submitted by Columbia-Willamette Clean Cities Coalition to the Department of Energy (DOE) to conduct a National Workplace Charging Alliance project which will provide funding for projects across the following areas: electric vehicle (EV) community partner demonstration projects; electric vehicle workplace charging projects; Research, Development, Demonstration and Deployment (RDD&D) of technologies to reduce the cost of EV chargers, advanced engines and fuels that reduce emissions, including natural gas, propane, and dimethyl ether; and innovative solutions for medium/heavy duty on- and off-road vehicles including electrification and high-power charging. The funds received are approximately \$125,000 from Columbia-Willamette Clean Cities Coalition with a 20 percent match expected to be provided by Columbia-Willamette Clean Cities Coalition and if not, Regional Transportation Council local funds will be used.

Exhibit: 2021-06-08-TR

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

Item 9 Resolution Authorizing Contracts with Creative Bus Sales, Inc. and TRC Engineering Services, LLC for Transit Vehicles for Small Transit Providers

Michael Morris, Director of Transportation, requested Board approval to enter into contract agreements with the following:

- A contract between NCTCOG and Creative Bus Sales, Inc. to design, manufacture, and deliver light-duty buses and small transit vehicles in a base contract for fifty (50) light-duty buses and thirteen (13) small transit vehicles, for an amount of \$6,368,283 and an option for twelve (12) light-duty buses and five (5) small transit vehicles for \$1,759,675, for a total amount not to exceed \$8,127,958. All of these dollar values represent 100 percent federal funds and are matched with 20 percent Regional Transportation Council Transportation Development Credits (TDCs) in lieu of local match.

A Request for Proposals (RFP) was conducted and reviewed by the Selection Committee and was awarded to Creative Bus Sales, Inc.

- A contract between NCTCOG and TRC Engineering Services, LLC to provide in-plant inspection services in a base contract for \$61,989 and \$17,513 as an option, for a total amount not to exceed \$79,502. All of these dollar values represent 100 percent federal funds and are matched with 20 percent Regional Transportation Council Transportation Development Credits (TDCs) in lieu of local match.

A Request for Statement of Qualifications (RFQ) was conducted and reviewed by the Selection Committee and was awarded to TRC Engineering Services, LLC.

Exhibit: 2021-06-09-TR

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

Item 10 Resolution Authorizing a Contract with Alta Planning + Design, Inc. for the Fort Worth to Dallas Trail Branding and Wayfinding Project

Michael Morris, Director of Transportation, requested Board approval to enter into a contract agreement with Alta Planning + Design, Inc., to develop a unified trail branding and marketing package for the Fort Worth to Dallas Regional Trail through a regional collaboration among the five cities linked by the trail, including the Cities of Fort Worth, Arlington, Grand Prairie, Irving, and Dallas. He explained the goal of the project is to prepare the trail to be a local, State, and national attraction by creating a regional trail name and brand/logo with wayfinding signage best practices and guidelines report; developing 911 signage and lighting recommendations and electronic message boards and real-time trail counters; providing recommendations for the provision of infrastructure on the trail for major events; and providing trail maintenance, management, and operations recommendations. The project is funded by \$125,000 from the Regional Transportation Council Local Sustainable Development pool with \$25,000 match from each of the five cities, in an amount not to exceed \$250,000. Alta Planning + Design, Inc. is committed to meet a minimum of 15.3 percent for Disadvantaged Business Enterprise participation goals for planning activities.

Exhibit: 2021-06-10-TR

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

Item 11 Resolution Authorizing Contracts with Kimley-Horn and Associates, Inc., HDR Engineering Inc., and Pacheco Koch for the Regional Traffic Signal Program

Michael Morris, Director of Transportation, requested Board authorization to enter into contract agreements with Kimley-Horn and Associates, Inc., in an amount not to exceed \$1.8 million; HDR Engineering, Inc., in an amount not to exceed \$804,000; and Pacheco Koch in an amount not to exceed \$819,000 for the Regional Traffic Signal Program (RTSP) to develop preliminary minimum functional requirements for traffic signal equipment, capabilities, and operations; conduct an inventory and review the regional traffic signal system by individual signal; identify gaps between the minimum standards and existing conditions; identify traffic signal performance measures and a performance-based traffic signal platform; and maximize the capacity of the existing roadway system by improving traffic operations through signal retiming along selected corridors.

A Request for Proposals (RFP) to solicit consultant assistance for the Regional Traffic Signal Program (RTSP) was conducted, reviewed, and awarded by the Selection Committee. Total contracts awarded equal \$3,423,000 (\$2,738,400 Congestion Mitigation and Air Quality Improvement Program funds plus \$342,300 State match and \$342,300 local participation) with approximately \$684,600 in local funds from participating local agencies in support of the Regional Traffic Signal Retiming Program. Kimley-Horn and Associates, Inc., HDR Engineering, Inc., and Pacheco Koch are committed to a minimum 31.3 percent Disadvantaged Business Enterprise participation goal for this project.

Exhibit: 2021-06-11-TR

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

Item 12 Resolution Authorizing Agreements with Recipients for the Clean Fleets North Texas 2020 and the North Texas Emissions Reduction 2020 Calls for Projects

Michael Morris, Director of Transportation, requested Board authorization to enter into an agreement with recipients for the Clean Fleets North Texas 2020 and the North Texas Emissions Reduction 2020 Calls for Projects (CFP) funded with approximately \$3.9 million in funds, approved by the Regional Transportation Council (RTC), from the Environmental Protection Agency (EPA) National Clean Diesel Funding Assistance Program to reduce emissions of ozone-forming nitrogen oxides from diesel-powered heavy-duty vehicles or equipment in the Dallas-Fort Worth 10-county ozone nonattainment area by replacing older, high-emitting vehicles or equipment with new, low-emitting vehicles or equipment as well as installing idle reduction technology and related infrastructure.

The table below details the anticipated funding recipients and sources:

Agreement Recipient Name	EPA Funds		Local Contribution	
	Percent (No more than)	Amount (Not to exceed)	Percent (At least)	Amount (Approximately)
City of Dallas	35%	\$385,704	65%	\$716,310
Exel Inc. dba DHL Supply Chain	45%	\$314,340	55%	\$384,192
Jack Cooper Transport Company LLC	45%	\$288,730	55%	\$352,892
PACCAR Leasing Company	45%	\$154,915	55%	\$189,341

Exhibit: 2021-06-12-TR

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

APPOINTMENTS:

Item 13 Appointment of Officers for the Surface Transportation Technical Committee and Notification of Regional Transportation Council Officers for the 2021-2022 Term

Michael Morris, Director of Transportation, asked the Board to appoint three new officers for the Surface Transportation Technical Committee (STTC) to serve a one-year term. He explained that STTC members consist of staff personnel nominated by the respective governments or agencies and include at least one member from each jurisdiction and agency represented on the Regional Transportation Council (RTC). The membership is formula based on the most recently approved population and employment data from NCTCOG with adjustments performed in June of even-numbered years.

STTC officers recommended for approval by the Board are Tanya Brooks, Chair, Assistant Director, Traffic and Management Division, Transportation and Public Works, City of Fort Worth; Ceason G. Clemens, Vice Chair, Deputy District Engineer, Texas Department of Transportation, Dallas District; and Walter Shumac, III, P.E., Secretary, Director of Transportation Services, City of Grand Prairie.

He also informed the Board that newly elected officers of the Regional Transportation Council are Theresa Daniel, Ph.D., Chair, Commissioner, Dallas County; Duncan Webb, Vice-Chair, Commissioner, Collin County; and Cary Moon, Secretary, Councilmember, City of Fort Worth.

Exhibit: 2021-06-13-TR

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

Item 14 Appointments to the North Central Texas Economic Development District Board

Lucille Johnson, Assistant to the Executive Director, asked the Board to appoint two new members to the North Central Texas Economic Development District (NCTEDD) Board, to serve a three-year term and fill vacant seats: one county representative, and one city representative in cities with populations less than 25,000 category.

Three-Year Term Appointment	NCTEDD Board Category
<ul style="list-style-type: none">• Shea Hopkins, Vice President of Economic Development, Granbury Chamber of Commerce Ms. Hopkins has extensive experience in economic development, recommended by Hood County Judge, Ron Massingill.	Hood County
<ul style="list-style-type: none">• John Smith, Town Administrator and Economic Development Director, Town of Hickory Creek Mr. Smith is a Certified Public Manager with four years' experience on the EDC, recommended by Hickory Creek's Mayor, Lynn Clark.	<25,000 Category

Exhibit: 2021-06-14-EDO

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

MISCELLANEOUS:

Item 15 Old and New Business

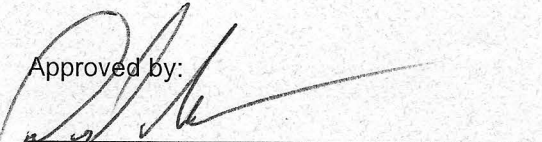
Mike Eastland explained to the Board that the Foundation Meeting and Board Orientation for new members usually takes place in July; however, due to the vacancies of the Dallas and Fort Worth Board seats, he stated that those meetings would take place in August.

Item 16 Attendance and Calendar

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


President Sweet adjourned the meeting at 1:56 pm.

Approved by:



David Sweet, President
North Central Texas Council of Governments
Rockwall County Judge

Checked by:



Mike Eastland, Executive Director
North Central Texas Council of Governments