

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

Minutes — July 22, 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 July 22, 2021.

**Members of the Board Present:**

- |                   |                     |
|-------------------|---------------------|
| 1. David Sweet    | 9. Clyde Hairston   |
| 2. Andrew Piel    | 10. Bobbie Mitchell |
| 3. Bill Heidemann | 11. Kayci Prince    |
| 4. Ray Smith      | 12. Glen Whitley    |
| 5. Alfonso Campos |                     |
| 6. Rick Carmona   |                     |
| 7. Jorja Clemson  |                     |
| 8. Kevin Falconer |                     |

**Members of the Board Absent:**

- 13. Tammy Dana-Bashian
- 14. Chris Hill
- 15. Clay Jenkins
- 16. Glenn Rogers

**Members of the Staff Present:**

Mike Eastland, Monte Mercer, Molly Rendon, Michael Morris, Edith Marvin, Molly McFadden, Christy Williams, Lucille Johnson, Jerri Watson, Ken Kirkpatrick, James Powell, Charles Covert, Dan Kessler, Kelly Schmidt, Marcie Bruner, Brett Ogletree

**Visitors Present:**

David Kerr, Chair of the Regional Codes Coordinating Committee (RCCC) and Fire Marshall for City of Melissa

**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.

Mike Eastland introduced Mayor Kevin Falconer of Carrollton as our newest Board member to represent the Board seat designated for a city with a population between 100,000 – 200,000. Mayor Falconer was appointed at last month's Board meeting.

**ACTION:**

**Item 1 Approval of Minutes**

President Sweet 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 Commissioner Mitchell), and unanimous vote of all members present, the Board approved the minutes of the June Executive Board meeting.

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

Molly Rendon, Director of Administration, presented the Investment Report for management and Executive Board review. The Investment Report provides information on the investment activity for the quarter ended June 30, 2021 and shows the average rate of return, cumulative transactions, and beginning and ending balances for the quarter. She also provided a supplementary schedule of the State's investment activity for Regional Toll Revenue funds, as well as the NTTA Hwy 161.

Exhibit: 2021-07-02-AA

Councilmember Piel joined the meeting.

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

**Item 3 Resolution Authorizing Purchases of Temporary Staffing Services**

Molly Rendon, Director of Administration, requested authorization from the Board for temporary staffing services utilizing the cooperative contract #2021-005 available through Texas SHARE, for a five-year period and an amount not to exceed of \$750,000.00.

Exhibit: 2021-07-03-AA

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

**Item 4 Resolution Authorizing a Contract with SKC Communications Products LLC for Audio and Visual Equipment and Services**

Molly Rendon, Director of Administration, requested authorization from the Board to enter a contract with SKC Communications Products, LLC for Audio and Visual Equipment and Services in an amount not to exceed \$195,000, utilizing The Interlocal Purchasing System (TIPS) cooperative contract #210101. She explained that the purchase will provide audio/video enhancements to all conference rooms of Centerpoint II, Vandergriff Conference Center, except for the Transportation Council Room, and address new meeting needs via virtual, hybrid, and room-to-room capabilities. The added audio/video equipment consists of video cameras, additional ceiling microphones, and video displays in select conference rooms to better serve the Board/Council meeting needs across the Agency.

Exhibit: 2021-07-04-AA

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

**Item 5 Resolution Authorizing Contracts for Graphic Design and Promotional Product Services**

Molly Rendon, Director of Administration, requested authorization from the Board to enter into contract agreements with 4Imprint, Authentic Promotions.com, and Design Task Group for graphic design and promotional product services, for a maximum five (5) year term via a "percent-discount" for a consistent percentage discount, regardless of existing market conditions, through the Texas SHARE cooperative purchasing program.

A Request for Proposals (RFP) #2021-020 for Print, Graphic Design and Promotional Products Services was advertised and evaluated by a committee comprised of NCTCOG staff.

Exhibit: 2021-07-05-AA

Ms. Rendon provided answers to questions from last month's board items for Contracts for Night Vision Solutions (Exhibit: 2021-06-03-AA) and Temporary Staffing Services (Exhibit: 2021-06-04-AA).

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

**Item 6 Resolution Endorsing the 2021 International Codes and Regional Code Amendments**

Edith Marvin, Director of Environment and Development, requested endorsement from the Board for the 2021 International Codes and Regional Code Amendments and to recommend their adoption by all cities and counties in the North Central Texas Region. She explained that NCTCOG has actively promoted the standardization of model construction codes and uniformity of codes in the region for 50 years and that these codes are brought every three years for review. This effort has made it easier for contractors, builders, and developers to do work from city to city throughout the region, thereby reducing overall construction costs.

The Regional Codes Coordinating Committee (RCCC), through its respective code advisory boards, has reviewed, developed regional amendments for and approved the 2021 editions of the following codes:

- International Building Code
- International Residential Code
- International Swimming Pool and Spa Code
- International Fire Code
- International Plumbing Code
- International Mechanical Code
- International Fuel Gas Code

Ms. Marvin made mention that the previously included International Existing Building code was removed from the resolution. She explained that it was not part of the review process and that it was incorporated into the International Building Code, not a standalone item.

Exhibit: 2021-07-06-ED

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

**Item 7 Resolution Endorsing RAISE Grant Applications Submitted to the United States Department of Transportation**

Michael Morris, Director of Transportation, requested Board endorsement of the submittal of three grant applications to the United States Department of Transportation (USDOT) under the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Discretionary Grant Program in the amount of \$60.2 million, approved by the Regional Transportation Council (RTC), as detailed below:

EAST/ WEST	AGENCY	PREVIOUS SUBMITTAL	PROJECT		TOTAL COST	GRANT FUNDS	UPDATED STATUS		
			TITLE	DESCRIPTION/LIMITS			NEPA	FUNDING	DELIVERY (Other Means)
BOTH	NCTCOG	N/A	<b>Transform North Tarrant Express (NTE) – IH 820/SH 183 “NextE” Phase</b>	Addition of general purpose/TEXpress lane capacity west of SH 360 (to IH 35W), along with extra lane balancing, ramp, & frontage road improvements east of SH 360 (to Story Rd), to address critical corridor bottlenecks	\$1.547B	\$25.0M	PENDING	YES (partial)	TxDOT/Cintra
WEST	NCTCOG	N/A	<b>TEXRail Fort Worth Near Southside/Medical District Extension</b>	Extend TEXRail from Fort Worth T&P Station to the Near Southside/Fort Worth Medical District, including added quiet zone and sidewalk improvements at the new terminal station	\$127.5M	\$25.0M	PENDING	YES (partial)	FTA/NCTCOG/City of Fort Worth
EAST	NCTCOG	INFRA (2021) BUILD (2020)	<b>Enhancing Mobility Within the Southern Dallas Inland Port</b>	Electric bus transit, sidewalk, & traffic signal intersection improvements for enhanced employment, education, & health care accessibility in southern Dallas/Dallas County	\$12.8M	\$10.2M	NO	YES (partial)	COVID-19 #00X Round 3 (partial)

Exhibit: 2021-07-07-TR

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

**Item 8 Resolution Authorizing a Contract with Cityzen Solutions, Inc.d/b/a PublicInput.com to Provide Web-based Public Engagement Software**

Michael Morris, Director of Transportation, requested authorization from the Board to enter into a contract agreement with Cityzen Solutions, Inc. d/b/a PublicInput.com, to provide web-based public engagement software in an amount not to exceed \$405,000 over a five-year term. He explained that many state agencies and metropolitan planning organizations are already using this type of software, and the need increased because of the major transition to working from home over the last year. The software allows staff to better conduct in-person, virtual, and hybrid engagement opportunities by centralizing all public involvement efforts, including meetings, emails, surveys, social media, and more.

A Request for Proposals (RFP), was advertised, reviewed and awarded by the Consultant Selection Committee.

Exhibit: 2021-07-08-TR

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

**Item 9 Resolution Approving the FY2022 and FY2023 Unified Planning Work Program for Regional Transportation Planning**

Dan Kessler, Assistant Director of Transportation, gave a summary of the FY2022 and FY2023 Unified Planning Work Program for Regional Transportation Planning (UPWP). He explained that the plan is required by federal planning regulations and the Texas Department of Transportation (TxDOT) to receive federal Transportation Planning Funds. The UPWP is developed by local governments, Dallas Area Rapid Transit, the Denton County Transportation Authority, Trinity Metro, Collin County Toll Road Authority, North Texas Tollway Authority, Texas Department of Transportation, the Dallas Fort Worth International Airport, and small transportation providers. The plan describes transportation and related air quality planning activities (and funding sources), funded through Federal Highway Administration (FHWA) PL 112 funds and Federal Transit Administration (FTA) 5303 funds, both of which are provided to NCTCOG through a formula allocation, and is effective during the period of October 1, 2021, through September 30, 2023.

The FY2022 and FY2023 UPWP has been approved by the Surface Transportation Technical Committee and the Regional Transportation Council.

Exhibit: 2021-07-09-TR

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

**Item 10 Resolution Approving 2021 Emergency Preparedness Planning Council (EPPC) Bylaws Update**

Molly McFadden, Director of Emergency Preparedness, requested approval from the Board for the amended 2021 Emergency Preparedness Planning Council (EPPC) Bylaws. The EPPC is an advisory council to the NCTCOG Executive Board and is in favor of the proposed bylaws amendments intended to improve the efficiency of the Council in its efforts to prepare the NCT region for all types of disasters. The proposed bylaws amendments are as follows:

**Code of Conduct – Added entire section,**

*\*Added per Office of the Governor's Desk Review\**

1. Each EPPC member and their designated alternate must sign a code of conduct at the beginning of each term of office to ensure ethical and behavioral standards are understood by all members and interested parties.
2. Council members shall not:
  - a. Appear before EPPC while acting as an advocate for any other person or business entity.

- b. Knowingly use their position on the committee for their own private gain or for the financial gain of their or any other business or agency.
  - c. Accept or solicit any gift or favor that could influence that individual in the discharge of official duties.
3. The Chair and Vice Chair, in agreement, have the authority to remove an EPPC member if the member fails to adhere to the code of conduct.

Exhibit: 2021-07-10-EP

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

**Item 11 Resolution Amending Authorization to Accept the FY2021 Coronavirus Emergency Supplemental Funding (CESF) Grant**

Molly McFadden, Director of Emergency Preparedness, requested authorization from the Board for acceptance of the amended FY2021 Coronavirus Emergency Supplemental Funding (CESF) Grant in an amount not to exceed \$350,000. She explained that the Board previously authorized receipt of approximately \$238,185.92 in funds in May 2021, and that following approval, staff was notified from the State that it was making an additional \$46,633.60 in funds available. The additional funds will be utilized to equip NCTCOG conference rooms with new and enhanced A/V equipment to support future hybrid and in-person meeting capabilities.

Exhibit: 2021-07-11-EP

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

**APPOINTMENTS:**

**Item 12 Appointments to the Emergency Preparedness Planning Council (EPPC)**

Molly McFadden, Director of Emergency Preparedness, asked the Board to approve appointments for the following Chair/Vice Chair Nominees for a 1-year term:

- Chair: Rick Grady, Councilmember, City of Plano
- Vice-Chair: Larry Wooley, Commissioner, Johnson County

Additionally, she explained that the Emergency Preparedness Department is still accepting applications for the following population brackets.

Population	Number of Seats Available	Current Seats up for Appointment
1 – 5,000	1	Vacant Seat
15,000 – 29,999	1	Vacant Seat
750,000 – 999,999	1	Fort Worth
Counties	1	Navarro

Exhibit: 2021-07-12-EP

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 13 Appointments to the North Central Texas Economic Development District Board**

Lucille Johnson, Assistant to the Executive Director, asked the Board to appoint Ray Dunlap to the North Central Texas Economic Development District (NCTEDD) Board to serve a three-year term. Mr. Dunlap represents the cities less than 25,000 population category and is recommended by Terrell Mayor, Rick Carmona.

Exhibit: 2021-07-13-EDO

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

**MISCELLANEOUS:**

**Item 14 Old and New Business**

Mike Eastland informed the Board that the City of Fort Worth selected a member for the vacant Board seat. He also mentioned that the City of Dallas was still finalizing their Board seat. Additionally, he notified the Board that next month would be Board Orientation along with a Finance Committee meeting and the Foundation meeting.

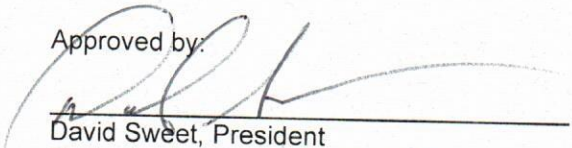
Mr. Eastland also recognized Michael Morris, Director of Transportation, upon his recognition from Fort Worth as being one of four hundred most influencing people in the Fort Worth Transportation Sector.

**Item 15 Attendance and Calendar**

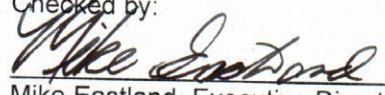
The Board was provided with a Calendar of meeting and a record of Attendance.

President Sweet adjourned the meeting at 1:50 pm.

Approved by:

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

Checked by:

  
\_\_\_\_\_  
Mike Eastland, Executive Director  
North Central Texas Council of Governments