



North Central Texas Council of Governments

SUMMARY

Public Works Council

Thursday, February 21, 2019
9:30 AM, Regional Forum Room
NCTCOG Offices, CPII
616 Six Flags Drive, Arlington, Texas 76011

Chair: Manny Palacios, City of Weatherford
Vice Chair: Keith Marvin, City of Lewisville

1. **Welcome and Introductions.** The Public Works Council (PWC) Chair will welcome everyone to the meeting.

Council Chair, Manny Palacios, welcomed the group and facilitated introductions.

ACTION ITEMS

2. **Meeting Summary.** The November 29, 2018 [meeting summary](#) is available online for review. Approval will be sought at the meeting.

Council reviewed the November 29, 2018 meeting summary. Approval was granted unanimously.

3. **FY 2020 Cost Share Approaches.** NCTCOG staff will present cost share additions requested by the Council at the November 2018 meeting. Council will decide upon next steps. (Kate Powers)

NCTCOG staff integrated comments and suggestions made by the Council at the last meeting and presented updated cost share options to the group. Updates included two additional approaches, specifically an option based on population proportion and an option including an income factor based on median income.

With the next fiscal year fast approaching, NCTCOG staff suggested the Council choose a temporary solution for FY2020. Council Chair Manny Palacios formed of a temporary subcommittee to develop a more robust cost share solution. Members consist of the following Council members: Gerry Cosgrove; Joe Trammel; Jim Lockhart; Jennifer Nicewander; Keith Marvin; and Manny Palacios.

David Speicher mentioned the addition of private sector contributions to the regional public works cost share program. This is something the ad hoc subcommittee will discuss in future meetings and bring to the larger group.

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Jordan Strickler, alternate for Vice Chair Keith Marvin, made a motion to accept Alternative A as the cost share solution to be used for FY2020. Jim Lockhart seconded the motion. The motion passed.

Alternative A is the option where cost shares continue to be based on the current calculation and weights, with an updated budget of \$360,000 and 2018 population estimates.

DISCUSSION ITEMS

4. **Council Bylaws.** Council will discuss draft bylaws. NCTCOG staff will request the Council's recommendation on next steps. (Kate Powers)

At the request of the Council, NCTCOG staff created a draft bylaws document. Council members commented on the document presented. Members emphasized the importance of attendance, and that attendance should be considered during the re-appointment process. Attendance records should be sent out with re-appointment letters. Members indicated that they would like attendance records to be regularly available. In the draft document, the attendance requirement should be changed to 50%, as opposed to 2 meetings. One member suggested attendees R.S.V.P. to Public Works Council meetings so NCTCOG staff can better anticipate attendance.

Another suggestion from the Council included the addition of bylaw reviews/updates every 5 years, similarly to the regular review of the cost share program. Also, a quorum should be reduced to 11, rather than 15, members and standing subcommittees should be listed in the bylaws document.

5. **20th Annual Public Works Roundup.** NCTCOG staff will present a list of topics for the 2018 Public Works Roundup and ask for prioritization of top picks from the PWC. The Public Works Roundup will be held in late May or early June this year. Locations are being researched. (Kate Powers)

The Council discussed potential dates for the 20th annual Public Works Roundup. The group indicated that early May was not ideal. In addition, there are various events occurring during this time staff needs to avoid (e.g. TFMA at the end of May, TPWA in early June). The final date selected by the Council was Tuesday May 21, 2019.

The top topics selected by the Council are as follows:

1. Asset Management
2. Street Construction and Maintenance
3. Construction Site Review and Inspection
4. Complete Streets Implementation
5. Supervision in Public Works
6. Infrastructure Investments
7. Drone: Construction, Surveying, and Mapping
8. FEMA and NFIP
9. Autonomous Vehicles



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10. Smart Cities
11. 2018 Construction General Permit (CGP) TXR150000 & Small Municipal Separate Storm Sewer Systems (MS4) General Permit, TXR040000 Renewal
12. ROW Implementation

One member suggested have two tracks at the Roundup, specifically focused on Right of Way issues. Another member thought a presentation outlining the benefits of NCTCOG's public works program would be valuable.

INFORMATION ITEMS

6. **FY 2019 Public Works Work Program Update.** NCTCOG staff will update the Council on recent Public Works efforts and Subcommittee activities. (Kate Powers)

NCTCOG staff asked Council about their preferred training topics. The group indicated that Construction Contracts and Young Inspector's Training were top priority. For the inspector's training, the Council would like for sessions to be spread out amongst the region, and potential structure these trainings in a series. Due to high attendance at the last training, a reiteration of the construction contracts should be held in the coming months.

- **Standard Drawings Update.** Subcommittee Representative will brief the Council on progress made towards updating the drawings in the Construction Standards Fifth Edition. (Chris Cha)

Chris Cha informed the Council that the subcommittee has been reviewing the drawings from Division 6000: Storm Water Drainage. The Standard Drawings Subcommittee are interested in including the City of Coppell's Standard Detail 6085 and has reached out to the City of Coppell for their permission to include it in the NCTCOG document. The next Standard Drawings Subcommittee meeting is scheduled for March 11, 2019.

- **Sustainable Public Rights of Way.** Subcommittee Chair will update the Council on the activities of the SPROW Subcommittee. (Robert Woodbury)

The Sustainable Public Rights of Way Subcommittee most recently met on January 22, 2019. The group reviewed survey results, which included responses from cities and counties, as well as telecommunication providers. Robert Woodbury informed the Council that SPROW has been focused on small cell implementation as well as a Best Management Practices (BMP) guideline document.

- **integrated Stormwater Management (iSWM) Activities.** Subcommittee Chair will present an update of iSWM program activities. (Ranjan Muttiah)

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Ranjan Muttiah updated the Council on the efforts of the iSWM Subcommittee. With the help of Halff Associates, the iSWM Manual will be adding/updating 10 technical schematics, which will also be integrated in the Public Works Construction Standard Details. The Council was made aware of a technical assistance opportunity through iSWM. Free technical assistance related to the adoption or implementation of iSWM will be available. Halff Associates will be providing technical services on a first come, first serve basis from March 1, 2019 to April 1, 2020.

7. Other Program Activities.

- **Cooperative Technical Partnership Program and the Community Rating System Users Group.** NCTCOG staff will provide an update on FEMA's Cooperative Technical Partnership Program activities and the Floodplain Administrators/Community Rating System Users Group. (Mia Brown)

Mia Brown informed the Council of Cooperative Technical Partnership Program and Community Rating System Users Group activities. The next CRS meeting date is February 27, 2019, where NOAA Atlas 14 results for North Texas and the incorporation into drainage manuals will be discussed.

- **Public Works Emergency Response Team (PWERT).** A PWERT representative or NCTCOG staff will give an update on recent PWERT activities. (Manny Palacios)

Manny Palacios updated the Council on PWERT's recent efforts.

- **Texas Public Works Association Update.** A TPWA representative will update the Council on upcoming TPWA local events and meetings. (Derek Chaney)

TPWA activities discussed included: The City of Fort Worth Accreditation Presentation; 5th Annual Sporting Clay Tournament; April 2019 Branch Luncheon; 7th Annual Team Bass Tournament; and 2nd Annual NCT Branch Public Works Equipment RoadEO.

The 2019 TPWA Annual Conference will be June 5 – 8, 2019 in Austin, TX.

OTHER BUSINESS AND ROUNDTABLE DISCUSSION

8. **Future Agenda Items.** PWC Members and NCTCOG staff may suggest future agenda items.
9. **Roundtable Topics/Other Business.** PWC members and NCTCOG staff may share additional items as time allows.
10. **Schedule for the Next PWC Meeting.** The next PWC meeting is scheduled for Thursday, May 9, 2019, at 9:30 a.m., in NCTCOG's Regional Forum Room.
11. **Adjournment.**

If you have any questions regarding the meeting or agenda items, please contact Kate Powers by phone at (817) 695-9213, or by email at kpowers@nctcog.org.

If you plan to attend this public meeting and you have a disability that requires special arrangements at the meeting, please contact Crysta Guzman by phone at (817) 695-9231 or by email at CGuzman@nctcog.org, 72 hours in advance of the meeting. Reasonable accommodations will be made to assist your needs.



Public Works Council
 9:30 a.m. Thursday, February 21, 2019
 Regional Forum Room



MEMBER SIGN IN SHEET

NAME	SIGNATURE	REPRESENTS
Robert Bolen		Southeast Subregion
Mindy Carmichael		City of Arlington
Paul Causey		Associated General Contractors
Chris Cha	<i>Chris Cha</i>	Council of Engineering Companies
Bobby Clay		East Subregion
Gerald Cosgrove	<i>Gerald Cosgrove</i>	City of Plano
Lyndon Cox	<i>Lyndon Cox</i>	Texas Council of Engineering Labs
John Crawford	<i>John Crawford</i>	City of Carrollton
Craig Cummings	<i>Craig Cummings</i>	City of Arlington
David Disheroon	<i>David Disheroon</i>	Southwest Subregion
Fred Ehler	<i>Fred Ehler</i>	Denton County
Alan Fourmentin		Northeast Subregion
Dan Franke		City of Frisco
Mike Garza Jerry Davis	<i>Jerry Davis</i>	Northwest Dallas Subregion
Stephanie Griffin		City of Grand Prairie
Haytham Hassan		City of Dallas
Christina Hickey	<i>Christina Hickey</i>	City of Mesquite
Mark Hines	<i>Mark Hines</i>	Collin County
Kyle Hogue		Northeast Tarrant Subregion
Bennett Howell		South Tarrant Subregion
David Hunter		City of Denton
Eric Johnson		Associated General Contractors
John Kasavich		City of Fort Worth
Wayne Lee	<i>Wayne Lee</i>	City of Irving
Jim Lockart	<i>Jim Lockart</i>	City of Richardson
George Marshall		Denton/Lake Cities Subregion
Keith Marvin		City of Lewisville
John Mears		Dallas County
Jennifer Nicewander	<i>Jennifer Nicewander</i>	City of Dallas
Manny Palacios		West Subregion
Shawn Poe		Northeast Dallas Subregion
Michael Polocek	<i>Michael Polocek</i>	City of Garland
Clayton Riggs		DFW North Subregion
Greg Simmons		City of Fort Worth
Paul Sparkman		City of McKinney
David Speicher	<i>David Speicher</i>	Council of Engineering Companies

See Reverse

