



North Central Texas Council of Governments

MEETING SUMMARY

Public Works Council

Thursday, August 17, 2023

9:30 a.m., In-Person Meeting

NCTCOG Offices, William Pitstick Conference Room

616 Six Flags Drive, Arlington, Texas 76011

Chair: Michael Owen, City of Fort Worth

Vice Chair: Carrie Jones, City of Plano

1. **Welcome, Introductions, and Roll Call.** The Public Works Council (PWC) Chair will welcome everyone to the meeting. NCTCOG staff will take attendance.
Chair Michael Owen (City of Fort Worth) welcomed everyone to the meeting. Erin Blackman (NCTCOG) took attendance via an electronic checklist to ensure at least 11 PWC members were present for a quorum and to provide accurate attendance records. The attendance checklist is included at the end.

Erin introduced NCTCOG Environment and Development (E&D) Department's new director, Sue Alvarez, who joined in August 2023. Sue thanked the PWC and is excited to be at NCTCOG.

ACTION ITEMS

2. **Meeting Summary.** The May 18th meeting summary is available for review. Approval will be sought at the meeting.
A motion was made by Sam Davis (TexasBit) and seconded by Matt Leppla (City of Weatherford) to approve the May 18th meeting summary. There were no objections.
3. **Public Works Council Nominations.** The PWC will vote to approve the nominees for FY2024-2025. Upon approval, appointments will be taken to the NCTCOG Executive Board for approval in September.
Erin Blackman displayed three slides to identify new and/or returning PWC nominees for FY24-25. All open seats were filled. Erin welcomed all nominees and highlighted the following who are new to the PWC: Chris Flanigan (City of Allen), Brister Merritt (City of Grand Prairie), Aaron Russell (City of Lewisville), John Mears (City of Mesquite), Danielle Rix (City of Farmers Branch, Northwest Dallas Subregion), James Gaertner (City of Waxahachie, Southeast Subregion), and Ted Sugg (CobbFendly, Council of Engineering Companies).

A motion was made by Andrew Figueroa (City of Celina) and seconded by Robert Woodbury (City of Cedar Hill) to approve the nominees for FY24-25. There were no objections. The appointments will be taken to the NCTCOG Executive Board for approval in September.

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Erin recognized the PWC members that have stepped down and/or are retiring/resigning from their current position. Jim Lockart (City of Waxahachie), Lisa Crossman (City of Mesquite), John Ho (Huitt-Zollars, representing Council of Engineering Companies), Kumar Gali (City of Coppell), and Bart VanAmburgh (City of Mansfield) were thanked for their service. Jim and John were present to receive their certificates of appreciation.

4. **Public Works Council Chair and Vice Chair.** The PWC will vote for a Chair and Vice Chair for FY2024.

Erin Blackman announced that Carrie Jones (City of Plano) was nominated to serve as Chair and Matt Leppla (City of Weatherford) was nominated to serve as Vice Chair for FY24. A motion was made by Juan Cadena (City of Fort Worth) and seconded by Cecelia Rutherford (Dallas County) to approve the nominees for FY24. There were no objections. The appointments will be taken to the NCTCOG Executive Board for approval in September.

5. **Standard Drawings Amendments.** The PWC will vote to approve three remaining amendments to the Fifth Edition Construction Standards Guidebook. Feedback will also be sought on whether to make the updated PDF drawings importable.

Chris Cha (Pacheko Koch) mentioned that there are three remaining drawings (1265A, B, C) that need PWC approval. NCTCOG staff posted the drawings and gave the PWC at least 30 days to review and provide input. No feedback was received during this timeframe. A motion was made by Sam Davis and seconded by Layne Cline (City of Coppell) to approve the drawings. There were no objections. Now that all the revised drawings have been approved, Kate Zielke (NCTCOG) indicated that staff will work to finalize the Fifth Edition Construction Standards Guidebook with the updated and approved drawings. Electronic copies will be emailed to communities and companies that have purchased the guidebook in the past.

6. **Regional Public Works FY2024 Work Program.** The PWC will vote to approve the FY2024 Work Program.

Kate Zielke provided an overview of the elements of the Regional Public Works FY24 Work Program. It includes a continuation of general regional public works activities, Public Works Construction Standards, Sustainable Public Rights of Way, integrated Stormwater Management program, hydrologic and flooding technical assistance, and regional training and presentation opportunities. Additional program activities will address labor force and career paths, TXShare contracts, and partnerships to explore training opportunities. Kate noted the addition of language to the topic of hydrologic and flooding technical assistance to provide general support to the integrated Transportation and Stormwater Infrastructure (TSI) initiative and Community Health and Resource Management (CHARM) mapping application and workshops.

NCTCOG staff posted the draft Work Program and gave the PWC at least 30 days to review and provide input. The order of a few integrated Stormwater Management (iSWM) tasks was rearranged in Attachment A of the Work Program to reflect the Subcommittee's priorities. No other input was received. A motion was made by Jim Lockart (City of Waxahachie) and seconded by John Ho (Huitt-Zollars) to approve the Work Program. There were no objections.

DISCUSSION ITEMS

7. **Integrated Transportation and Stormwater Infrastructure (TSI) Project.** NCTCOG will update the PWC on the TSI project and will seek feedback on stormwater infrastructure. Kate Zielke presented information about the Integrated Transportation and Stormwater Infrastructure (TSI) Project and how the PWC can assist with data collection. She first highlighted the flooding fatalities and damages that have occurred from 2012 to 2017 and that Texas outpaces other states. There are urbanization, stormwater, and transportation challenges in the region that exist that may exacerbate flooding issues in the future. For example, urbanization brings about an increase impervious cover, a lack of regional stormwater data, and the rapid increase of deterioration for transportation infrastructure. NCTCOG has identified a study area that is expected to increase in population by 126% (2020-2045). This area is mainly comprised of the western and northern NCTCOG area. Much of this area is undeveloped and with growth and development come an increase in impervious surfaces (it has already increased by 19% from 2006-2016). That has the potential to pose flood risks to these growing communities as well as impact communities downstream and along the Trinity River in the heart of the DFW Metroplex. Many of which already experience significant flooding.

This project seeks to proactively plan to reduce future flood risk by conducting a number of tasks, including collect and analyze data, provide mapping, modeling, and policy recommendations, and evaluate a real-time flood warning system. Kate put a call out for stormwater data in the less urban areas to support riverine modeling, identify factors that could increase flow or affect aquatic populations (e.g., downstream release from reservoirs, location of detention ponds, etc.), and to determine stream makeup. In the more urban areas, stormwater data will help support urban drainage to include locations of gray/green infrastructure.

Sue Alvarez added that borrow pits are a good source of water storage. Jim Lockart asked who is leading the study, and Kate mentioned NCTCOG is the lead agency in coordination with several project partners (U.S. Army Corps of Engineers, Tarrant Regional Water District, Texas A&M AgriLife, and University of Texas at Arlington) and funding partners (Texas Water Development Board, Texas Department of Transportation/Federal Highway Administration, and Federal Emergency Management Agency).

INFORMATION ITEMS

8. **FY2023 Public Works Work Program Update.** The PWC will be updated on recent Public Works efforts and Subcommittee activities. Erin Blackman displayed a slide listing the cities and counties that have paid their FY23 Public Works Program cost-shares, as well as any donations received. More than 60 communities are participating, which accounts for 116 percent of the budget.
- **Public Works Roundup.** NCTCOG staff will provide an update on planning for the upcoming Roundup, including topics and speakers. Erin Blackman reminded the PWC that registration is open to attend the Roundup scheduled for September 29, 2023 in Grapevine. To date, we have 11 Gold Sponsors, 6 Silver Sponsors, and almost 100 people have registered. Erin displayed a draft agenda and mentioned that she hopes to have it officially published and sent out by Monday. However, there is one more presentation needed to fill the agenda. Several PWC members mentioned they would follow up with ideas (e.g., Sam Davis and Michael Owen).
 - **New Inspectors Training and Asphalt Training.** NCTCOG staff will provide an update on these trainings held in May and July.

Erin Blackman mentioned that since the last PWC meeting, NCTCOG has hosted two trainings. The first one was taught by City of Lewisville for New Inspectors and was attended by 20 people. The second training was taught by Texas Asphalt Pavement Association, with a morning session targeting operators/crew level (attended by 43 people) and an afternoon session targeting inspectors/management (attended by 40 people).

The City of Dallas has offered to assist with a New Inspectors Training for next year so Erin will coordinate with them to get something set up for Spring. If there are other training needs, please feel free to suggest any now, after the meeting, or reach out to Erin. Matt Leppla asked if there may be an opportunity to accommodate more staff at this next training or if it could be hosted more than once. Erin said she would check with Dallas on this.

- **Public Works Workforce Initiative.** NCTCOG staff will provide an update on the creation of a Public Works Workforce resource.

At the last in-person meeting, the PWC spoke in detail about ways to help on the Workforce Initiative in the work plan. Erin Blackman brought forth a few ideas, but the one that stuck was to create a speaker's bureau to engage youth in public works. The bureau would be comprised of experts volunteering to help spread the message of the importance of this program to the region by speaking at career days and other events.

Erin mentioned that there has been a bit of a delay getting this going. A speaker's bureau already exists through the Transportation Department's aviation program and will serve as a guide; however, the online form to collect speakers and request speakers needs to be rebuilt in NCTCOG's internet software. So, it is best to wait until this migration is completed, which will hopefully be within the next month.

Erin hosted a Family and Consumer Science Teacher from Denton ISD in June as part of a Workforce program, and talked with her about the department's programs, including the Public Works Workforce initiative to put together a speaker's bureau.

Kate Zielke said the North Texas Innovation Alliance asked NCTCOG to participate in the Urban Resilience Fellowship Program, which connects teams of students from higher education institutions across DFW with a community partner to develop innovative solutions to pressing local issues. The Alliance was open to creating a team of students to address Public Works workforce issues for the Public Works Council. The cost to the Public Works Council would be \$6,000. The bylaws contain no language that requires a vote from the Council to approve a partnership like this. Sam Davis said he supported the work being done. Kate said she would review the budget's flexibility to fund the partnership.

- **Standard Drawings Subcommittee.** The Subcommittee Chair will brief the PWC on steps moving forward after the vote to approve the amendments. Chris Cha did not have any additional information to what was discussed previously in Agenda item #5.
- **SPROW Subcommittee.** The Subcommittee Chair will provide an update on the activities of the SPROW Subcommittee. Caroline Waggoner (City of North Richland Hills) indicated that she has had to step down as chair. Robert Woodbury encouraged others interested in right-of-way management to consider volunteering to chair this subcommittee. He mentioned that

pre-COVID it was a well-attended subcommittee with a dedicated track at the Roundup. Sue Alvarez mentioned that there is some overlap with this topic and TSI.

- **iSWM Activities.** The Subcommittee Chair will provide an update of iSWM program activities.

Ranjan Muttiah (City of Fort Worth) gave an update on the FY23 and FY24 iSWM Work Program, to include: NCTCOG Staff & Halff Associates have been developing preliminary material for project deliverables, such as iSWM BMP training (development submittal & review), panel discussion on iSWM implementation, and iSWM promotional presentations. Other related tasks the subcommittee will tackle include: compiling iSWM Manual revisions and updating SWPPP training materials. Ranjan encouraged the PWC to attend future iSWM meetings to learn more about the program, get involved, and hear from guest speakers on a variety of topics.

9. **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 Partner (CTP) Program activities and the Floodplain Administrators/Community Rating System Users Group.

Kate Zielke provided an update on FEMA's CTP Program and flood risk mapping projects. For FY20, Catherine Branch (Denton County) is 86 percent complete. For FY21, Upper West Fork Discovery is 50 percent complete, Hog Branch (Denton County) is 58 percent complete, and East Fork (Lowry Crossing and McKinney) is 47 percent complete.

Erin Blackman provided an update on the CRS Users Group. As most are aware, CRS is a voluntary incentive program that recognizes and encourages community floodplain management practices that exceed the minimum requirements of the National Floodplain Insurance Program. The annual floodplain seminar for elected officials in coordination with the CRS Users Group, FEMA, and Texas Floodplain Management Association is scheduled for Thursday, October 19th from 9:30 a.m. to 11:30 a.m. at NCTCOG offices in the Transportation Council Room. NCTCOG staff are working to finalize the agenda, but presentations so far include the Corridor Development Certificate consolidated model and manual updates, Fort Worth's open space conservation program, FEMA's 2D modeling program, and hopefully one other presentation. Two CECs will likely be offered for CFMs.

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

Barry Fulfer (City of Grand Prairie) mentioned there was one deployment to assist the City of Commerce with message boards and light towers. During a water main break, equipment was deployed for a week. PWERT also supported a grant for solid waste to help build a regional disaster debris cleanup program, although it was not selected for funding. They are putting together an application for a state homeland security grant. PWERT's next meeting is in mid-September at NCTCOG.

- **Texas Chapter of American Public Works Association (TX-APWA).** A TX-APWA representative will update the Council on upcoming TPWA local events and meetings. Katie Barron (City of University Park) identified several upcoming events that the PWC may have an interest in (Annual Golf Tournament, Annual One-Day Seminar, Road-eo, and PWX Conference). Katie also identified a continuing education opportunity to train future Public Works leaders starting in April.

OTHER BUSINESS AND ROUNDTABLE DISCUSSION

10. **Future Agenda Items.** PWC Members and NCTCOG staff may suggest future agenda items.

None provided.

11. **Roundtable Topics/Other Business.** PWC members and NCTCOG staff may share additional items as time allows.

The following updates were provided:

- John Ho (Huitt-Zollars): thanked members for the opportunity to serve these last four years as he is stepping down as representing Council of Engineering Companies on the PWC.
- Robert Woodbury (City of Cedar Hill): expressed appreciation for the opportunity to serve on the PWC.
- Keith Miertschin (City of Grapevine): happy to be attending as this is his first in person meeting in a while.
- Michael Owen (City of Fort Worth): welcomed Sue as E&D's new director and thanked the PWC members and NCTCOG staff for all their time and effort.
- Raymond Coffman (City of Mansfield): introduced self and mentioned taking over for Bart VanAmburgh and this is his first meeting.
- James Gaertner (City of Waxahachie): introduced self and mentioned taking over for Jim Lockart.
- Jim Lockart (City of Waxahachie): expressed appreciation to all for his time serving on the PWC for about 25 years.
- Kate Zielke: TXShare is engaging in a public relations effort to promote the program. They are seeking public works staff who would like to participate in their effort and describe their experience with TXShare contracts. Katie Barron (City of University Park): mentioned that if anyone wants to host APWA meetings, to let her know.
- Sue Alvarez: provided her email address for members to reach out any time.

12. **The Next PWC Meeting** is scheduled virtually for November 16th at 9:30 a.m.

Michael Owen noted that the PWC's next meeting will be virtual. Erin Blackman mentioned that all FY24 PWC meetings are on E&D's events calendar.

13. **Adjournment.**

Michael Owen reminded members about the Roundup and cost-share participants can attend for free. The meeting was then adjourned.

Public Works Council Meeting Attendance
August 17, 2023

Public Sector Standing Member

Arlington

Keith Brooks

Christopher Funches

Carrollton

Jody Byerly

Collin County

Mark Hines

Dallas

Ali Hatefi

Derek White

Dallas County

Cecelia Rutherford

Denton

Brett Bourgeois

Denton County

Stephen Belknap

Fort Worth

Juan Cadena

Michael Owen

Frisco

David Chacon

Garland

Michael Polocek –
designated alternate, Mike
Rozelle

Grand Prairie

Brister Merritt

Irving

Walter Thomas

Lewisville

Aaron Russell

McKinney

Paul Sparkman

Mesquite

John Mears

Plano

Carrie Jones

Richardson

Jim Dulac

Tarrant County

Joseph Jackson

Public Sector Subregional Representative

Denton/Lake Cities Subregion

Jeffrey McSpedden, Town of
Hickory Creek

DFW North Subregion

Clayton Riggs, Town of
Flower Mound

East Subregion

Scott Monaghan, City of Fate

Mid-Cities Subregion

Caroline Waggoner, City of
North Richland Hills

Northeast Subregion

Andrew Figueroa, City of
Celina

Northeast Dallas Subregion

Ronnie O'Brien, City of
Rowlett

Northeast Tarrant Subregion

Keith Miertschin, City of
Grapevine

Northwest Subregion

Dillon Luna, Town of
Northlake

Northwest Dallas Subregion

Kumar Gali, City of Coppell –
alternate, Layne Cline

Northwest Tarrant Subregion

Larry Hoover, City of White
Settlement

Southeast Subregion

Jim Lockart, City of
Waxahachie

Southeast Dallas Subregion

Brooks Williams, City of
Ferris

South Tarrant Subregion

Raymond Coffman, City of
Mansfield

Southwest Subregion

Jeremy Hutt, City of Cleburne

Southwest Dallas Subregion

Robert Woodbury, City of
Cedar Hill

West Subregion

Matt Leppla, City of
Weatherford

Private Sector Representative

Associated General
Contractors

Connor VanSteenberg, AGC
of Texas

Sam Davis, TexasBit

Council of Engineering
Companies

Chris Cha, Pacheco Koch

John Ho, Huit-Zollars

Texas Council of Engineering
Labs / Geoprofessionals
Serving Texas

Lyndon Cox, Terracon
Consultants

Public Works Council Meeting Attendance
August 17, 2023

Guests

Susan Alvarez, NCTCOG
Max Aransen, Shield Engineering
Brian Avirett, Shield Engineering
Katie Barron, City of University Park, TxAPWA North Texas Branch President
Erin Blackman, NCTCOG
Casey Cannon, NCTCOG
Barry Fulfer, City of Grand Prairie, PWERT Chair
Jai-W Hayes-Jackson, NCTCOG
Ranjan Muttiah, City of Fort Worth, iSWM Subcommittee Chair
Anasse Ouedraogo, City of Irving
Ted Sugg, CobbFendley/ACEC Dallas
Kate Zielke, NCTCOG