



North Central Texas Council of Governments

# MEETING SUMMARY

## Public Works Council

Thursday, May 18, 2023

9:30 AM, Virtual Meeting through Microsoft Teams

Chair: Michael Owen, City of Fort Worth

Vice Chair: Carrie Jones, City of Plano

1. **Welcome and Introductions.** The Public Works Council (PWC) Chair will welcome everyone to the meeting.  
Chair Michael Owen (Fort Worth) welcomed everyone to the meeting. Erin Blackman (NCTCOG) mentioned that at least 11 members were present for a quorum.

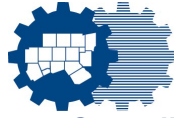
## ACTION ITEMS

2. **Meeting Summary.** The February 16<sup>th</sup> meeting summary is available for review. Approval will be sought at the meeting.  
A motion was brought forward by Sam Davis (TexasBit) and seconded by Jody Byerly (City of Carrollton) to vote on approval of the February 16<sup>th</sup> meeting summary. All voted for approval, none opposed.
3. **Standard Drawings Amendments.** The Council will vote to approve amendments to the Fifth Edition Construction Standards Guidebook.  
Chris Cha (Pacheco Koch) mentioned that Division 4000 is the last piece of the standard drawings to be updated and needs approval. It was posted 30 days ago, and the Council was notified of its availability for review. One email was received stating there were no comments. A motion was brought forward by Matt Lepla (City of Weatherford) and seconded by Ali Hatefi (City of Dallas). All voted for approval, none opposed.

## DISCUSSION ITEMS

4. **Regional Public Works Draft FY24 Work Program.** NCTCOG staff will introduce the draft FY24 Work Program for the Regional Public Works Program. This item is available for the group to discuss and provide edits. The FY24 Work Program will be voted on at the August PWC meeting.  
Kate Zielke (NCTCOG) provided an overview of the FY24 Public Works 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

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

asked if there are other program activities that the Council would like to consider. There were none.

Kate mentioned that the current subcommittees can be carried forward or tabled temporarily. She asked if there was a need to add any subcommittees. Sam Davis proposed a subcommittee to develop a preapproved materials list. He mentioned that several cities and TxDOT are moving toward this to help streamline the submittal process for public works projects. Matt Leppa asked if this subcommittee would look at preapproved materials that other communities could adopt and to fall in line with contracts. Sam said yes since we have standardized specifications, we could also have materials that are consistent with the specifications and possibly expand to materials supply contracts. Edith Marvin (NCTCOG) responded that this would be a big step for the group. NCTCOG regularly receives calls from vendors to include their products in the construction standards. NCTCOG reminds them that the standards are a plan and not a design specification, and most cities have their own design guidelines. Michael Owen mentioned that a lot of effort goes into maintaining the standard products list in Fort Worth. He expressed concern with maintaining such a list at the regional level. Michael recommended that the conversation be tabled for now and side discussions can occur as needed.

Kate said the deadline to submit comments on the work plan is by close of business August 4<sup>th</sup>. There will not be a change in cost shares this year, but they will be up for review for FY25 as they are reviewed every five years.

5. **Public Works Council Member Terms Expiring.** NCTCOG staff will show what Council member terms will expire September 30, 2023. NCTCOG will be contacting these members about the appointment process.

Kate Zielke displayed the list of Council members whose terms expire September 30<sup>th</sup>. Terms last two years and are staggered so we do not risk huge turnover at once. NCTCOG will reach out to each member whose term is expiring soon to determine if they would like to be reappointed or nominate someone else.

6. **Preparations for Severe Winter Weather.** Power outages during 2021's Winter Storm Uri created high demand for generators and fuel and threatened water infrastructure and traffic safety. NCTCOG staff will seek input on planning efforts that could reduce these threats during future storms.

Juan Cadena (City of Fort Worth) described the lessons learned in Fort Worth because of 2021's Winter Storm Uri. Fort Worth applies sand and abrasive for traction to the roads but not to melt the ice. The information he discussed is more operations-based and not so much about generators and facilities. Sand was freezing in the hopper's spinners, so they increased the salt content to 10 percent and that worked well. Diesel fuel was also gelling up in their vehicles and will be prepared for future events as there are additives to prevent this. The Water Department experienced large amounts of water line breaks. With all these challenges, they realized they need to start looking into winter weather prep and

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

evolving technology. Juan attended a snow conference in April and contacted cities in Texas and Oklahoma to see what they do. TxDOT started purchasing plows and brining. Fort Worth is looking into doing both – using a salt brine to help melt the ice and purchasing plows so that they can push that melting/slushy ice out of travel lanes. They still plan to apply sand for traction and will increase the salt content into sand (50-50 mix). Fort Worth has always focused on treating bridges first, but they are looking to prioritize hospitals and residential roads.

Matt Leppla indicated that they are feeling the same pressure to incorporate newer technology. He asked Juan if he had heard anything about pre-mixes or if everyone is mixing their own. Juan responded that most are mixing their own. Fort Worth bought a brine maker this year. Brine does not have a shelf life, but needs storage space. TxDOT starts filling containers with brine in late summer/fall; many cities are doing the same, and none he talked to mentioned buying a pre-mix.

7. **Public Works Roundup.** NCTCOG staff will seek input on presentation topics to prepare for the Call for Presenters to be released in June.

Erin Blackman (NCTCOG) mentioned that an email went out seeking sponsorships for the Public Works Roundup earlier this month. An email will go out in June to put a call out for presenters. In preparation for that Erin sent out a survey requesting input on topics of interest; however, input is still requested. Erin asked that the Council please fill out the survey this week with any topics that the Council would like to learn more about at the Roundup. Erin will then compile the list and will send out another survey next week asking the Council to choose their top 10 topics. This is what the call for presenters will be based on. Registration for the Roundup will likely open in July and will be free to participating communities in the FY23 Public Works Program and \$50/person for non-participating communities.

8. **TXShare Street Sweeping Contract.** A cooperative purchasing agreement already is available through Sourcewell with Sweeping Corp. of America. NCTCOG will ask whether the Council would like to pursue a TXShare contract that includes different or additional services.

Kate Zielke mentioned that she had reached out to folks previously about this. NCTCOG did some digging and a contract is already available through Sourcewell with Sweeping Corp. of America (SCA). She asked if the Council would like to continue pursuing additional vendors or if the existing contract is already sufficient. Kate displayed the list of SCA's services that already exist. The Council did not have any input or questions.

9. **Future Meetings Format.** NCTCOG staff will ask the Council if they would like to continue rotating between meeting in person and virtually.

Kate Zielke asked the Council if they would like to continue rotating between meeting in person and virtually. Matt Leppla, Juan Cadena, and Michael Owen agreed that this set up is working well.

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

### INFORMATION ITEMS

10. **Receiving Communications from NCTCOG.** NCTCOG uses Active Campaign software to communicate with Public Works Council members. Please add the email address to your contacts list to ensure you receive our communications.  
Kate Zielke explained that NCTCOG uses Active Campaign software to communicate with members. She suggested a couple of ways to ensure communications end up in the inbox and are not filtered as spam. The emails are coming from this address:  
[nctcog.activehosted.com@s4.csa2.acemsa1.com](mailto:nctcog.activehosted.com@s4.csa2.acemsa1.com).
11. **TXShare Pavement Analysis Contract.** Vendors have been selected for the TXShare Pavement Analysis contract. NCTCOG's Executive Board approved the vendors during its April meeting.  
Kate Zielke thanked everyone who helped score the TXShare Pavement Analysis contract. It was a heavy lift with a lot of information to review. Five vendors were selected (Applied Research Associates, Data Transfer Solutions, Fugro Consultants, IMS Infrastructure Management, Roadway Asset Services) and approved by NCTCOG's Executive Board. The contracts are in the works.
12. **Lead Service Line Replacement Program and Drinking Water State Revolving Fund.** Project Implementation Forms must be submitted no later than midnight CST on May 23<sup>rd</sup> to the Texas Water Development Board.  
Kate Zielke reminded the Council of this opportunity. An email was sent out via Active Campaign, but she is flagging it again. There is an opportunity to receive low-cost financial assistance for water infrastructure and Project Information Forms must be submitted to the Texas Water Development Board by Tuesday, May 23<sup>rd</sup>.
13. **FY2023 Public Works Work Program Update.** The Council 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 114 percent of the budget.
  - **Asphalt Training for Inspectors and Operations.** NCTCOG staff will update the Council on planning for this training.  
Erin described upcoming asphalt training sessions scheduled for July 11<sup>th</sup> at NCTCOG offices taught by Texas Asphalt Pavement Association. The morning session will target municipal operations/crew level and the afternoon session will target inspectors/management. Registration is required and limited to two staffers per city/county per session.
  - **New Inspectors Training.** Fifteen FY23 Public Works Program participants are registered for new inspectors training in May. The City of Lewisville is hosting the training.  
Erin mentioned that all 15 available spots to attend this training have been filled by staff from FY23 Public Works Program participating communities.

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

- **Public Works Workforce Initiative.** NCTCOG staff will provide an update on the creation of a Public Works Workforce resource.  
Erin updated the Council on three initiatives: Speakers Bureau, North Texas NEXT Magazine, and Teacher Externship. At the last meeting, Erin brought up the idea to create a speakers bureau in order to provide outreach and education on Public Works careers in local high schools. NCTCOG staff are working through the best way to capture this information and will update the Council when more information is available. The North Texas NEXT Magazine is a career magazine coming to North Texas high school students in September. The magazine has been successful in Arkansas and seeks to change perceptions of careers in skilled trades and highlight young professionals in nontraditional careers. There is an opportunity to support, share industry insight, or nominate employees. This might be a great opportunity to further promote Public Works careers. Finally, NCTCOG staff recently sent out an email about a Teacher Externship opportunity. It is a way to connect middle and high school teachers to industry knowledge and skills to the classroom. Workforce Solutions for North Central Texas is looking to place 75 educators with employers in their 14-county region (does NOT include teachers Tarrant or Dallas counties, but employer hosts can be located within these counties). Employer hosts will create job shadowing activities that the teachers can incorporate into their instruction and interaction with students. Teacher Externs will spend three days on the worksite during certain weeks of June/July. Erin provided information on how entities could sign up to serve as an employer host.  
  
Sam Davis mentioned that the Associated General Contractors for America (AGC) held a career fair last week in Dallas. It was not necessarily a hiring fair, but more for promoting the industry. There was a great turnout from students. Sam suggested partnering with AGC on future events as lack of personnel is a collective problem. Erin responded that NCTCOG has been in contact with AGC in the past and would like to be notified of future events.
- **Standard Drawings Subcommittee.** The Subcommittee Chair will brief the Council on steps moving forward after the vote to approve the amendments.  
Chris Cha did not have anything further to add to what was already discussed.
- **SPROW Subcommittee.** The Subcommittee Chair will update the Council on the activities of the SPROW Subcommittee.  
Caroline Waggoner (City of North Richland Hills) mentioned the group met in February to discuss complete streets and she looks forward to future work on this. The next meeting date has not yet been set.
- **iSWM Activities.** The Subcommittee Chair will provide an update of iSWM program activities.  
Casey Cannon (NCTCOG) covered this agenda item for Ranjan Muttiah (City of Forth Worth, iSWM Subcommittee Chair). NCTCOG received approval to continue the iSWM contract with Half Associates. The iSWM Subcommittee has been working on its FY24 work program and finishing up FY23 work program tasks, including:
  - compiling iSWM Manual revisions since the last version was posted

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

- working with Half on developing some other tasks (e.g., training on iSWM development, submittal, adoption, and implementation, and developing promotional presentations throughout the region)
- working with volunteers to help update Stormwater Population Prevention Plan (SWPPP) training materials hosted through NCTCOG's Training and Development Institute (TDI)

The next iSWM Subcommittee meeting is scheduled for July 12<sup>th</sup> at 1:30 p.m. via Microsoft Teams: <https://www.addevent.com/event/wl15880590>.

### 14. 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 (CRS) Users Group.

Jai-W Hayes-Jackson (NCTCOG) provided an update on FEMA's CTP Program and flood risk mapping projects. For FY20, Catherine Branch (Denton County) is 78 percent complete. For FY21, Hog Branch (Denton County) is 51 percent complete, East Fork (Lowry Crossing and McKinney) is 36 percent complete, and the Upper West Fork Discovery is 43 percent complete. A Discovery Finding Meeting will be scheduled for June 2023.

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. NCTCOG is looking to host a four-day CRS training course in partnership with FEMA and TFMA and are working to identify some dates. Also, every year NCTCOG hosts a combined CRS Users Group Meeting and Elected Officials Floodplain Seminar and Erin mentioned that we hope to offer this in October. Please send any floodplain-related topic needs that NCTCOG should consider for upcoming meetings to Erin at [eblackman@nctcog.org](mailto:eblackman@nctcog.org).

Edith Marvin provided details on future CTP program activities. FEMA has received direction that they need to spend time catching up on current projects before taking on new ones. Edith clarified that all of NCTCOG's projects are on schedule, but it will likely take FEMA five to seven years to catch up on everything. It does not look like NCTCOG will be able to do additional flood risks in the future, but NCTCOG staff are looking at other funding options.

- **Public Works Emergency Response Team (PWERT).** A PWERT representative will give an update on recent PWERT activities.  
*A PWERT representative was unable to attend the meeting.*
- **Texas Chapter of American Public Works Association (TX-APWA).** A TX-APWA representative will update the Council on upcoming TPWA local events and meetings.

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

Jay VonAhsen (TX-APWA President) provided updates on recent and upcoming items of interest. As many are already aware, the North Central Branch is the largest in APWA, and they host regular meetings and events. May 21-27 is National Public Works Week, where many cities have passed proclamations in celebration. In addition, APWA is accepting scholarship applications (due by May 26) for students working on a public works-related degree. Finally, Jay highlighted TX-APWA's Annual Conference June 27-29 in Waco, the National Public Works Conference August 27-30 in San Diego, and upcoming online continuing education opportunities (<http://pwitx.apwa.net/>).

Juan Cadena asked if registration was required if staff are just going to the exhibit hall at the Annual Conference in Waco. Jay responded that they prefer folks to register in advance, especially if there are more than 10 staff attending.

### OTHER BUSINESS AND ROUNDTABLE DISCUSSION

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

None provided.

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

This was Edith Marvin's last Council Meeting as she is retiring June 2, 2023. Council members thanked her for her work over the years and wished her well.

- Quang Nguyen (City of Ferris): Described a situation that has occurred with the collapse of HDPE storm sewer piping under a subdivision and requested feedback from Council members on how to hold the contractor and manufacturer accountable for incorrect embedment.
- Prior to the meeting, Keith Marvin (City of Lewisville) asked Erin Blackman to inform the Council that he is retiring at the end of May. He was unable to attend this meeting and so Erin spoke on his behalf thanking Council members for their hard work and dedication.
- Reece Taylor (Braun Intertec): Attending on behalf of Lyndon Cox; Texas Council of Engineering Laboratories is inviting folks for a roundtable to discuss hot topics for engineering labs. He invited Council members to attend and requested that they let him know if interested.
- Justin Stoker (City of Mesquite): Indicated he will be filling in for Lisa Crossman who is retiring soon.
- Kate Zielke: Received a vendor request on whether to create a TXShare offering for per- and polyfluoroalkyl substances (PFAS) and asked if the Council may be interested in this. No one responded. Updates to the Standard Drawings will take just a bit longer for QA/QC and NCTCOG will distribute the updates to those who have already

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

purchased the document or are cost share members (electronic version). Folks will still need to pay for a printed version.

17. **The Next PWC Meeting** is scheduled for in-person on August 17<sup>th</sup> at 9:30 a.m.

18. **Adjournment.**

### **Virtual Attendance:**

Brian Avirett, Shield Engineering Group  
Erin Blackman, NCTCOG  
Jody Byerly, City of Carrollton  
Casey Cannon, NCTCOG  
Chris Cha, Pacheco Koch  
Layne Cline, City of Coppell  
Lisa Crossman, City of Mesquite  
Sam Davis, TexasBit  
Chris Funches, City of Arlington  
Jai-W Hayes-Jackson, NCTCOG  
John Ho, Huitt-Zollars  
Carnell Horn, City of Terrell  
Jeremy Hutt, City of Cleburne  
Joseph Jackson, Tarrant County  
Carrie Jones, City of Plano  
Gregg Kidd, City of Irving  
Matt Leppla, City of Weatherford  
Jim Lockart, City of Waxahachie  
Dillon Luna, Town of Northlake  
Edith Marvin, NCTCOG  
Quang Nguyen, City of Ferris  
Michael Owen, City of Fort Worth  
Brent Redd, City of Irving  
Jennifer Rovezzi, City of Denton  
Mike Rozelle, City of Garland  
Liliana Sheppard, NCTCOG  
Justin Stoker, City of Mesquite  
Kyle Sugg, City of Red Oak  
Reece Taylor, Braun Intertec  
Jay VonAhsen, TxAPWA  
Caroline Waggoner, City of North Richland Hills  
Derek White, City of Dallas  
Kate Zickle, NCTCOG

**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)**