

North Central Texas Council of Governments

# Meeting Summary

## Public Works Council

Thursday, November 21, 2024

9:30 am – 11:30 am (CST) Virtually via Microsoft Teams

**Chair:** Matt Leppla, Assistant Director of Public Works, City of Weatherford

**Vice Chair:** Glenn Barker, Director of Public Works, City of Corinth

## Welcome, Introductions, and New Member Overview.

Chair Matt Leppla (Weatherford) welcomed everyone to the meeting. Erin Blackman (NCTCOG) took attendance via a written checklist to ensure at least 11 Public Works Council (PWC) members were present, ensuring a quorum and to provide accurate attendance records. The attendance checklist is included at the end.

Carl Singleton (NCTCOG) mentioned that NCTCOG's Executive Board approved the PWC nominations for FY25 at their September meeting. He welcomed all new and returning PWC representatives for FY25-FY26 and noted that the full FY25 roster is posted on the [PWC webpage](#).

## ACTION ITEMS

1. **Meeting Summary Approval.** The August 15, 2024, meeting summary is available for review.

Larry Hoover (White Settlement) moved to approve the August 15, 2024 meeting summary, and Joseph Cotton (Allen) seconded the motion. All voted for approval, none opposed.

2. **FY2026 to FY2030 Public Works Program Cost Shares.** NCTCOG staff met with volunteers to review options for the FY2026-FY2030 cost share allocations and will present the recommendations.

Carl Singleton briefly presented the Cost Share Subcommittee's recommendation for the FY26-FY30 cost share, which was discussed in detail at the August PWC meeting. NCTCOG staff followed up with PWC representatives via email with their community's cost share allocation based on the recommendation. Carl reminded the PWC that county cost shares would remain unchanged, and most city/town cost shares would stay the same or decrease. This resulted even after new population data were plugged into the formula because the calculations assume a larger number of participants. Only 14 out of 173 cities/towns would see an increase due to large population growth.

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Carl proposed that the PWC approve the Subcommittee's recommendations, which include cost share calculations based on participation from 173 cities/towns, capping any increase in individual cost shares to 25 percent each until the total is achieved (which impacts only 4 cities/towns), and allowing NCTCOG staff the opportunity to reevaluate cost shares received after FY26 to ensure they are generating a sufficient budget to support the Public Works Program. No questions were presented.

A motion was brought forward by Joseph Cotton (Allen) and seconded by Stephen Belknap (Denton County). All voted in favor, with Taylor Reece (Braun Intertec) abstaining due to his role as a private seat representative on the PWC and does not pay cost shares.

### 3. **Budget Items.**

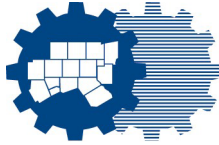
- **Integrated Stormwater Management (iSWM) Technical Manual Drawings.** The amended 5<sup>th</sup> Edition Construction Standards Standard Drawings now duplicate, and revise drawings in the iSWM Manual. NCTCOG seeks funding to update the iSWM technical manual drawings.
- **Integrated Transportation and Stormwater Infrastructure (TSI) North Study Area.** NCTCOG is seeking funding for the US Army Corps of Engineers (USACE).
- **Funding for Geographic Information Systems (GIS) Services.** NCTCOG is seeking funding from multiple grants and programs.

Kate Zielke (NCTCOG) reported that due to understaffing, there are surplus funds available in the Public Works Program, which can be redirected to other needs. Kate highlighted inconsistencies with the iSWM program and mentioned the potential for issuing a Request for Qualifications to update iSWM drawings, with a budget request of \$50,000. Additionally, a total of \$75,000 is being requested to fund the USACE's hydrology and hydraulics work and stakeholder engagement in the North Study Area for the TSI study. They are already conducting this work in the West Study Area; however, current contracting provisions prevent USACE from accepting funds from the Texas General Land Office, the organization funding work in the North Study Area. Additionally, the transition to ArcPro for GIS requires staff training, and \$20,900 is being requested to assist with this. The total cost will be distributed across six programs in NCTCOG's Environment and Development Department.

Matt Leppla inquired about the source and amount of surplus funds. Kate explained that approximately \$500,000 in deferred funds have accumulated over the past 10 years due to understaffing, which has prevented their expenditure.

Tanner Ozdil (University of Texas at Arlington) asked whether the approved funds would be designated for research or be made available to professionals. Kate clarified the allocation of the funds, specifying that \$50,000 would be directed towards iSWM and the chosen contractor, \$75,000 for USACE staff hours for the TSI North Study Area, and \$20,900 for NCTCOG staff hours for GIS services.

Sue Alvarez (NCTCOG) asked if universities could submit proposals for the iSWM item. Kate responded that she would check with procurement to confirm.



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Ranjan Muttiah (Fort Worth) emphasized that the vote concerned budget items, not procurement details. Kate assured that she would follow up promptly once she received a response from procurement, noting procurement is bound by legal requirements and that hiring someone to complete the drawings would be necessary regardless. Matt suggested proceeding with a vote on the three budget items discussed.

A motion was brought forward by Larry Hoover (White Settlement) and seconded by Joseph Cotton (Allen) to vote on the budget. All voted for approval, none opposed.

### DISCUSSION ITEMS

#### 4. **511 DFW System.** NCTCOG staff will provide an update on this project.

Natalie Bettger (NCTCOG) provided an update on the 511 DFW System project. Natalie mentioned that there will be increased advertising for the system after the new year, following the current soft launch. The 511 DFW system serves as a travel information platform with additional applications on the backend, integrating data from various sources. These data are archived to analyze the impact on the transportation system. The mobile app, which does not compete with Google or Waze, features interactive voice recognition (IVR) and an open application programming interface (API) for data extraction from multiple sources, including Waze. Future data sources may include flooding status, and Sue Alvarez recommended incorporating US Geological Survey/National Oceanic and Atmospheric Administration river system data. The platform aggregates data and shares information on incidents such as crashes.

The public website offers map layers for trip planning in English and Spanish, including closed-circuit television (CCTV) views and event entries like crashes. The public can provide feedback on the system's functionality. The mobile app focuses on specific features, such as requesting roadside assistance, and aims to share information with agencies. It also includes linkages to other services like GoPass. Users can contact Natalie with ideas for additional linkages.

The IVR system offers features similar to those of the mobile app. Agency users interested in backend access can contact [Natalie](#) or [Eric Quintana](#) to learn more.

Matt Leppla asked if there could be more participation, to which Natalie agreed, noting that data for work zones have been inconsistent. She welcomed feedback on how to better share this information with the public and between agencies. Ranjan Muttiah inquired about the availability of historical data, and Natalie estimated it to be around six months, but will confirm this. Ali Hatefi (Half Associates) suggested in the chat that during his time at the City of Dallas, they used Waze and right-of-way (ROW) permits to create a "live map" for construction activities and wondered if similar Waze data is being used for these purposes.

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5. **Complete Streets Workshop Preview.** NCTCOG Transportation Department will provide an Overview of Complete Streets Policies and Programs in North Texas.

Kevin Kokes (NCTCOG) provided an overview of Complete Streets Policies and Programs in North Texas emphasizing the importance of focusing on the modes and people using the transportation system and considering other factors beyond users. Kevin defined “complete streets” as those designed for all ages and abilities, and highlighted additional considerations such as safety, equity, multimodal options, context sensitivity, technology, and sustainable development.

Kevin clarified that the purpose of Complete Streets policies and resolutions is to guide local policy development without enforcing a one-size fits-all design as urban and rural roads have different needs. The community should define the vision and purpose of their roads and collaborate on transportation functions and regional priorities for mobility.

During a roundtable discussion hosted by NCTCOG’s Transportation Department, city transportation officials expressed support for adopting policies and identified the need for education for elected officials. Kevin encouraged those interested in developing local policies to reach out for support and mentioned that a workshop with the Regional Transportation Council (RTC) is planned for the spring.

Matt Leppla noted that adopting the policy has been beneficial for Weatherford, especially for private development planning. Kevin added that the policy helped a specific community by fostering inter-departmental communication through a checklist. Sue Alvarez inquired about potential assistance from the Public Works Program’s Sustainable Public Rights of Way (SPROW) subcommittee, to which Kevin affirmed the need for their involvement.

## INFORMATION ITEMS

6. **The Texas Commission on Environmental Quality (TCEQ)** is proposing a new non-rule air quality standard permit authorizing temporary concrete batch plants associated with public works projects. The public can make comments and participate in a public meeting on this proposed permit.

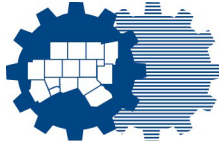
Carl Singleton mentioned that TCEQ is requesting comments by 11:50 p.m. on December 6, 2024. The proposed standard permit contains conditions to ensure facilities meet certain criteria to protect human health and the environment.

7. **Commercial Driver License (CDL) Program.** NCTCOG will discuss locations, length of program, vehicles available, cost of program, number of instructors, and onsite testing for skills exam.

Carl Singleton notified the PWC of the Federal Motor Carrier Safety Administration’s CDL training provider registry, allowing those needing training to easily identify a location.

8. **Annual Holiday Grease Roundup.** NCTCOG will provide an update on the Annual Holiday Grease Roundup, supported by the Wastewater and Treatment Education Roundtable (WATER), which is scheduled for November 18, 2024, through January 10, 2025.

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Carl Singleton provided information regarding the Annual Holiday Grease Roundup event.

9. **TXShare and Sourcewell Joint Open House was held on October 4, 2024.** The Open House covered contract management and procurement strategies such cooperative procurement for public entities.

Carl Singleton attended the Open House and provided an update on what was discussed. Participants discussed contract management and purchasing strategies and demoed a website, [Civic Marketplace](#), where users could search for items that their agency may purchase. This is a free service and available to any government unit; registered members receive cost saving benefits and a streamlined, more efficient process.

10. **Public Works Council Bylaws.** NCTCOG will provide an overview of the PWC bylaws, including meeting attendance, for the benefit of the new members and to serve as a reminder for existing members.

Erin Blackman (NCTCOG) reviewed the PWC bylaws, including the NCTCOG mission, PWC purpose, membership/qualifications, appointment process/terms of office, officer duties, meetings, annual work program/budget, and bylaws guidance. The bylaws are available on the [PWC webpage](#). Erin highlighted the need for representatives to attend the quarterly PWC meetings and to notify NCTCOG staff in advance of absence, if able, and to designate an alternate to attend the meeting.

11. **FY2025 Public Works Program Update.** The PWC will be updated on recent Public Works efforts and Subcommittee activities.

Erin Blackman said cost shares were mailed in early October. She displayed a slide listing the cities and counties that have paid their FY25 Public Works Program cost shares, as well as any donations received. To date, six communities are participating, which accounts for 9 percent of the budget.

- **Training.** PWC Members will be asked to provide input on training for FY2025.

Erin Blackman said that the Work Program for FY25 mentions to partner with state/regional associations or private sector entities to bring trainings to the region; and a new item includes promoting learning from other municipalities with different structures including opportunities for cross-training/partnerships/networking. To address the first item, NCTCOG has partnered with cities to offer the new inspector training, and with Texas A&M Engineering Extension Service and Texas Asphalt Pavement Association on various topics. To address the second item, NCTCOG could coordinate meetups at a few cities and the city could do a presentation and give a tour of their facilities. Erin asked the PWC for input on their training needs for FY25 and

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what ideas they may have to promote learning from other municipalities. Tanner Ozdil made a comment about partnering with institutions. Matt Leppla liked the idea of coordinating a few meet ups at different locations across the region to encourage cross-training/partnerships/networking among municipalities.

- **Public Works Roundup.** Survey Responses from August 2024 Roundup and the 26th Annual Public Works Roundup is scheduled for September 4, 2025, at the Hurst Conference Center.

Erin Blackman displayed survey results regarding the 25<sup>th</sup> Annual Public Works Roundup, noting that the majority of survey respondents found the Roundup useful, that it met their subject needs, and that they will attend next year. Erin mentioned that a record 248 people attended with 15 gold sponsors and 6 silver sponsors. Erin has already emailed out a save the date for the 26<sup>th</sup> Annual Public Works Roundup and will continue planning for the event at the February PWC meeting, including compiling input on topics for presentations.

- **Sustainable Public Rights of Way (SPROW).** NCTCOG will provide an update on events/meetings.

Carl Singleton said the next SPROW Subcommittee meeting will occur during the week of February 3, 2024. He mentioned the last meeting took place November 13, 2024 where they discussed the format and sources of information for a guidebook to address multiple topics such as complete streets.

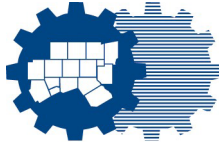
- **Integrated Stormwater Management (iSWM) Subcommittee.** The Subcommittee Chair will provide an update of iSWM program activities.

Carl Singleton mentioned the last meeting took place on October 9, 2024. Updates on FY25 task deliverables were provided during the meeting as many were extended and planned for FY25, including iSWM Manual changes, implementation guidance, and promotional presentations. Other deliverables are being developed, including a memo to summarize research findings related to the cumulative impacts on small footprint developments and a guidance document for engineering best practices for iSWM submittals. Ranjan Muttiah remarked that it was a great meeting, and Travis Attanasio (Burlison) was announced as the new Vice Chair. The next Subcommittee meeting is scheduled for January 29, 2025 and a Community Panel Workshop is planned for January. More details will be released when available.

## 12. Other Program Activities.

- **Integrated Transportation and Stormwater Infrastructure (TSI) Project**

Kate Zielke provided an update on the optimization study and GIS stacking model. Kate explained that imperviousness is expected to increase from 2020 to 2070, which will lead to increased flow. Additional data points are being added to watersheds and storage modeling, and detention is being used to optimize storage. Kate highlighted an opportunity for the PWC to engage, such as through Technical Advisory Group meetings.



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- **Public Works Emergency Response Team (PWERT).** NCTCOG will give an update on recent PWERT activities on behalf of the PWERT Chair.

Carl Singleton presented PWERT information in the PWERT Chair's absence. There were no deployments since the last PWC meeting, funding was awarded to the City of Irving for a Vehicle Interdiction Trailer, projects were submitted to the Regional Emergency Preparedness Advisory Committee in October for FY25. PWERT Chair and Vice Chair positions are up for consideration with the departure of the current Chair and Vice Chair. NCTCOG's Emergency Preparedness Department coordinates PWERT and NCTCOG Environment and Development staff will contact them for more information.

- **Cooperating Technical Partnership (CTP) and Community Rating System (CRS) Users Group.** NCTCOG will provide an update on the Federal Emergency Management Agency's (FEMA) CTP Program activities and the floodplain administrators/CRS Users Group.

Kate Zielke said the East Fork and Hog Branch projects have both been completed. No FEMA RiskMAP projects are under way for FY25 because of changing FEMA priorities.

Erin Blackman mentioned that NCTCOG, in coordination with the CRS Users Group, Texas Floodplain Management Association, and FEMA hosted the annual Floodplain Seminar for Elected Officials on November 1, 2024. Forty-one people attended, including eight elected officials. Presenters went through the FEMA resource specifically for local elected officials and executives. The presentations are posted on the [CRS webpage](#). Erin also mentioned that NCTCOG is looking to offer a 4-day CRS training class with FEMA in 2025.

- **Texas Chapter of American Public Works Association (TX-APWA)** A TX-APWA representative will update the Council on upcoming TPWA local events and meetings.

Gabby Proce, TX-APWA North Central Branch President, was unavailable for the meeting but provided slides of their activities that Erin Blackman briefly presented. Erin noted the many past and upcoming events, particularly the TX-APWA Annual Conference scheduled for June 9-11, 2025 in McAllen.

### OTHER BUSINESS AND ROUNDTABLE DISCUSSION

13. **Future Agenda Items.** PWC members and NCTCOG may suggest future agenda items.

None were suggested.

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

Matt Leppla thanked the group for their input on his request about water/wastewater project management on established residential asphalt roadway.

Kate Zielke mentioned that a marketing intern is working on a promotional clip and asked for any highlights from the New Inspector Training that could be useful for marketing.

Jake Phillips (American Ductile Iron and Spiralweld Steel Pipe) inquired about the frequency of reviewing standards and if there is a timeline for the new review, suggesting ad hoc meetings for better understanding. Matt confirmed the ad hoc approach, noting that concerns would be logged and addressed as needed. Kate highlighted the 2023 drawing updates and mentioned that the current specs are from 2017. If there is sufficient interest, the process to update the specs can begin. Matt suggested discussing the potential update of specs at the next meeting.

An attendee proposed creating a social media presence for the PWC.

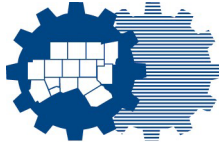
15. **The Next PWC Meeting** is scheduled (in-person) for February 20<sup>th</sup> at 9:30 a.m.

16. **Adjournment.**

Matt Leppla adjourned the meeting.

If you have any questions regarding the meeting or agenda items, please contact Carl Singleton by phone at (817) 458-4768, or by email at [csingleton@nctcog.org](mailto:csingleton@nctcog.org).





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### Public Sector Standing Member

- Allen  
 Joseph Cotton
- Arlington  
 Keith Brooks  
 Christopher Funches
- Carrollton  
 Jody Byerly
- Collin County  
 Wayne Anderson
- Dallas  
 Cameron Anderson  
 Jose Lopez Feliciano
- Dallas County  
 Cecelia Rutherford
- Denton  
 Michael Linder
- Denton County  
 Stephen Belknap
- Fort Worth  
 Teanna Thompson  
 Michael Owen
- Frisco  
 Dane Stovall
- Garland  
 Mike Rozelle
- Grand Prairie  
 Brister Merritt
- Irving  
 Walter Thomas
- Lewisville  
 Aaron Russell
- McKinney  
 Paul Sparkman
- Mesquite  
 John Mears

Plano  
 Erik Ferner

Richardson  
 Eric Robison

Tarrant County  
 Joseph Jackson

### Public Sector Subregional Representative

Denton/Lake Cities Subregion  
 Glenn Barker, City of Corinth

DFW North Subregion  
 Clayton Riggs, Town of Flower Mound

East Subregion  
 Chris Harris, City of Greenville

Mid-Cities Subregion  
 Boe Blankenship, City of North Richland Hills

Northeast Subregion  
 Andrew Figueroa, City of Celina

Northeast Dallas Subregion  
 Frank New, Rockwall County

Northeast Tarrant Subregion  
 Keith Miertschin, City of Grapevine

Northwest Subregion  
 Dillon Luna, Town of Northlake

Northwest Dallas Subregion  
 Danielle Rix, City of Farmers Branch

Northwest Tarrant Subregion  
 Larry Hoover, City of White Settlement

Southeast Subregion  
 James Gaertner, City of Waxahachie

Southeast Dallas Subregion  
 Brooks Williams, City of Ferris

South Tarrant Subregion  
 Raymond Coffman, City of Mansfield

Southwest Subregion  
 Colt Friedrich, Johnson County

Southwest Dallas Subregion  
 Robert Woodbury, City of Cedar Hill

West Subregion  
 Matt Leppla, City of Weatherford

### Private Sector Representative

Associated General Contractors  
 Sam Davis, TexasBit  
 Connor VanSteenberg, AGC of Texas

Council of Engineering Companies  
 Chris Cha, Pacheco Koch  
 Ted Sugg, CobbFendley

Texas Council of Engineering Labs / Geoprotectionals Serving Texas  
 Reece Taylor, Braun Intertec

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## **Guests**

Susan Alvarez, NCTCOG  
Travis Attanasio, City of Burleson  
Daniel Behnke, Applied Research Associates  
Natalie Bettger, NCTCOG – Transportation Department  
Erin Blackman, NCTCOG  
Crystal Bowman, City of Carrollton  
Alan Brown, City of Duncanville  
Lyndon Cox, Terracon  
Ali Hatefi, Half Associates  
Jason Hunt, City of Lewisville  
Katie Hunter, NCTCOG  
Kevin Kokes, NCTCOG – Transportation Department  
Stephen Moore, Denton County  
Vickie Morris, NCTCOG - Transportation Department  
Ranjan Muttiah, City of Fort Worth  
Nicholas Nix, City of Forney  
Taner Ozdil, University of Texas at Arlington  
Jake Phillips, American Ductile Iron and Spiralweld Steel Pipe  
Drew Quigley, American Cast Iron Pipe Company  
Eric Quintana, NCTCOG – Transportation Department  
Carl Singleton, NCTCOG  
Justin Stoker, City of Waxahachie  
Kyle Sugg, City of Venus  
Christopher Tolar, Freese and Nichols  
Kate Zielke, NCTCOG