



North Central Texas Council of Governments

SUMMARY

Public Works Council

Thursday, August 16, 2018

9:30 AM, William J. Pitstick Executive Board Room

NCTCOG Offices, CPII

616 Six Flags Drive, Arlington, Texas 76011

Chair: Manny Palacios, City of Weatherford

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

Edith Marvin, Director of NCTCOG Environment and Development, facilitated introductions.

ACTION ITEMS

2. **Meeting Summary.** The May 10, 2018 [meeting summary](#) is available online for review. Approval will be sought at the meeting.

Meeting summary approved contingent on the follow edit: *under Roundtable Topics, change Dave Johnson to Gabe Johnson.* Motion for approval made by Keith Marvin, seconded by Gerry Cosgrove.

3. **FY 2019 Regional Public Works Work Program Approval.** NCTCOG staff will request the Council's approval of the FY 2019 Work Program. (Kate Powers)

Kate Powers, NCTCOG staff, outlined FY2019 Regional Public Works Work Program. The FY2019 Work Program was approved with no comments. Motion for approval made by Keith Marvin, seconded by Fred Ehler.

4. **FY 2019 Public Works Council Membership Approval.** NCTCOG staff will discuss the committee appointment process and will request the Council's approval of nominations to the Public Works Council for the FY 2019 term, beginning October 1, 2018. (Kate Powers)

NCTCOG staff presented Chair and Vice Chair nominations and asked for nominations from the floor. No additional nominations were made. NCTCOG staff presented individuals seeking reappointment, new appointments, and interim appointments for the FY2019 term.

NCTCOG staff was asked by the Council to send out attendance records for the past 2 years to allow the Council to reach out to members not participating regularly. The Council expressed interest in discussing a potential bylaw creation which would take attendance into account when

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approving reappointments. Council members stated that requiring attendance could increase competition for subregional seats, likely resulting in more consistent representation.

The nomination of Manny Palacios, City of Weatherford, for Public Works Council Chair and Keith Marvin, City of Lewisville, for Public Works Council Vice Chair were approved. Motion for approval made by Gerry Cosgrove, seconded by Robert Woodbury.

All nominations were approved. Motion for approval made by Robert Woodbury, seconded by Shawn Poe.

DISCUSSION

5. **Design Guidelines Survey Results.** NCTCOG staff will present survey results regarding design guidelines that entities in the region receive high levels of push back on as it relates to streets, drainage, sewer, and water. The Council will discuss next steps based on the survey results. (Kate Powers)

Kate Powers, NCTCOG staff, presented the Council with results from the design guidelines survey. At the last meeting, Council members discussed the issue of receiving pushback on design guidelines and the desire to pinpoint these specific guidelines. This survey was disseminated at the Public Works Roundup, as well as via email to NCTCOG's contact list. Council reviewed survey entries distributed at the meeting. In terms of results, 16 responses with 91 entries were collected. Water (drainage, calculation, piping, etc.) guidelines receive the most pushback as indicated by the results. NCTCOG staff asked the Council what next steps they would like COG to take with these results. Council members suggested that results could inform the Standard Drawings Subcommittee in their edits.

6. **FY 2019 Regional Public Works Program Participation.** NCTCOG staff will update the PWC on the FY 2019 electronic cost shares. (Kate Powers)

Kate Powers, NCTCOG staff, informed the Council that Cost Shares for the FY 2019 Regional Public Works Program will remain the same as the FY 2018 Cost Shares. In addition, the Council was informed that NCTCOG staff will present potential updates to cost share amounts starting in FY 2020. The Cost Share Commitment Response Forms are available online. NCTCOG staff asked Council members to please complete and submit the FY 2019 Commitment Response Form indicating their jurisdiction's participation and support of the Council's regional initiatives.

7. **FY 2018 Regional Public Works Work Program Update.** NCTCOG staff will update the PWC on the recent Public Works Roundup, PWC Subcommittees, and other additional activities. (Kate Powers)

Kate Powers, NCTCOG staff, provided the following updates:

- NCTCOG staff, with the help of Halff Associates, held a half-day Construction Contracts Training on August 14, 2018. Evaluations were positive, with 95% of attendees having a good or excellent impression of the training overall and 90% of attendees saying they would attend a similar training again in the future. Council members asked if four hours was sufficient. Tim James, the instructor from Halff Associates, told the Council that four



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hours was a good start for an introductory class, but a more in-depth training would take a full day.

- The 19th Annual Public Works Roundup was held on May 23, 2018. Over 150 individuals were in attendance. Presentations and photos have been posted to NCTCOG's [website](#). Evaluations were positive, with 100% of attendees having a good or excellent impression of the event overall and 100% of attendees saying they would attend this event in the future. In addition, attendees provided future presentation topic suggestions.
- **Standard Drawings Update.** Subcommittee Representative will brief the Council on progress made towards updating the drawing in the Construction Standards Fifth Edition. (Keith Marvin)

Keith Marvin, City of Lewisville, informed the Council that the Standard Drawings Subcommittee has been focused on updating erosion and sediment control drawings. Keith explained as the Subcommittee works through the drawings, they welcome individuals to provide input – specifically individuals with expertise corresponding with the drawing subject-matter. Please reach out to [Kate Powers](#) if this is something you are interested in.

Next Standard Drawings Subcommittee meetings:

- Monday September 24, 2018 at 10 a.m., Large Conference Room – Swing Space CenterPoint 3, 600 Six Flags, Arlington, TX, 76011
- Monday October 22, 2018 at 10 a.m., Six Flags Conference Room CenterPoint 2, 616 Six Flags, Arlington, TX 76011
- **Sustainable Public Rights of Way.** Subcommittee Chair will update the PWC on the activities of the SPROW Subcommittee. (Robert Woodbury)

Robert Woodbury, City of Cedar Hill, provided an update on the newly revived Sustainable Public Rights of Way (SPROW) subcommittee. Robert expressed the need for further representation from those with utilities and planning backgrounds. He also stressed the importance of defining ROW best practices, and would like this to be an initiative of the subcommittee. The Council discussed the value of the Annual SPROW Education Forum. Some Council members said that SPROW topics can get repetitive, and it may be a better idea to instead have a SPROW topic at the next Public Works Roundup. On the other hand, some Council members expressed that the forum has educational value separate from the Roundup, as the SPROW Education Forum has a different target audience. Please reach out to [Kathleen Myers](#) if you are interested in joining this subcommittee or would like additional information.

The next SPROW Subcommittee Meeting is scheduled for Thursday September 6, 2018 at 1 p.m., Large Conference Room – Swing Space, CenterPoint 3, 600 Six Flags, Arlington, TX, 76011.

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Kathleen Myers, NCTCOG staff, provided Council members with a legislative update on the *Streamlining The Rapid Evolution And Modernization of Leading-edge Infrastructure Necessary to Enhance Small Cell Deployment Act (STREAMLINE Small Cell Deployment Act)*, which is a federal bill that was introduced on June 28, 2018. The Council discussed how small cell integration is a pervasive issue and that roundtable discussions could aid communities during the integration and implementation process. Several cities already have ordinances concerning small cells and the Council indicated that sharing these documents can be beneficial, especially for smaller communities. One Council members mentioned that the TML website has sample ordinances available for use. NCTCOG staff will collect ordinances from those cities that have them and create an area on the website to post them for the public's use.

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

Ranjan Muttiah, Chair of the iSWM Subcommittee, provided an update on iSWM's recent activities to the Council. Ranjan provided the Council with the Subcommittee's list of schematics to be updated by Halff Associates. These drawings were selected by the iSWM Subcommittee with input from the Standard Drawings Subcommittee and Stormwater interested parties. Based on the current timeline, the schematic updates should be finalized in early 2019. Ranjan informed the Council that a Post-Construction Stormwater Management Training is scheduled for this October (Date and Location TBD). In addition, the City of Irving is now an iSWM Certified Community and has been awarded a Silver designation.

8. 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, NCTCOG staff, provided an update on NCTCOG's Cooperative Technical Partnership (CTP) Program and the Community Rating System (CRS) Users Group activities. Mia informed the Council of recent pre-discovery webinars and the status of flood risk identification efforts. In addition, Mia provided the Council with an update of the Annual Combined CRS Users Group/Elected Officials Floodplain Seminar which was held on July 18, 2018. Approximately 50 individuals were in attendance and guest speakers included representatives from the USACE and FEMA Resilience Action Partners.

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

Manny Palacios, City of Weatherford, informed the Council of a PWERT Tabletop Exercise scheduled for August 22, 2018. It will be held at the Pat May Center in Bedford, TX.

- **Texas Public Works Association Update.** A TPWA representative will update the PWC on upcoming TPWA local events and meetings. (Jay VonAhsen)

Derek Chaney, President of the TPWA North Central Texas Branch, provided the Council with TPWA/APWA updates. Items included promotion of the Public Works Institute of Texas (PWITX), the TPWA North Central Branch Golf Tournament on October 1st, and the APWA 2018 One Day Seminar on November 15th.

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.



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OTHER BUSINESS AND ROUNDTABLE DISCUSSION

9. **Future Agenda Items.** PWC Members and NCTCOG staff may suggest future agenda items.
- Discussion on Roundabouts (could be a potential training, roundtable, workshop, or Public Works Roundup topic)
 - North Texas SHARE Smart Water Meter initiative update
10. **Roundtable Topics/Other Business.** PWC members and NCTCOG staff may share additional items as time allows.
- City of Weatherford: Continuing to grow and develop
 - City of Grand Prairie: 161 corridor opening/developing
 - Flower Mound: lots of projects in the works, continuing to grow
 - City of Garland: Future bond program of \$350 million next May
 - City of Irving: 183 contractors will have all the main lanes open next month
 - City of Fort Worth: water and wastewater rates will not be raised this year, working on a bond program
 - City of Plano: Recently reaccredited by APWA for the third time
 - City of Lewisville: hot/dry July, been pumping lots of water, happy for the recent rain
 - Denton County: 380 mostly done, 135 mostly done, 156 not in good shape
 - City of Rowlett: Working on stormwater management fees, updating impact fees, Bayside underway with developer submitting plans, Public Works Expo is upcoming (August 26-29, Kansas City, MO)
 - County engineer for Kaufman County: Kaufman County getting lots of pushback from developers, confusion over what developers can and can't do, what can be done in the ETJ and what can't
 - NCTCOG:
 - o NOAA Atlas 14 update (including rainfall intensity rates) available September 26
 - o OneRain – Regional Flood Warning Software Program has launched. Please contact Mia Brown if you would like more information.
 - o Public Works Training Calendar has been updated
 - o Save the Date – S.A.M.E. Infrastructure Forum scheduled for December 14, 2018 at UT – Arlington
11. **Schedule for the Next PWC Meeting.** The next PWC meeting is scheduled for Thursday, November 29, 2018, at 9:30 a.m., in NCTCOG's Regional Forum Room.
12. **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.

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