



North Central Texas Council of Governments

SUMMARY

Public Works Council

Thursday, May 10, 2018

9:30 AM, Metroplex Conference Room

NCTCOG Offices, CPII

616 Six Flags Drive, Arlington, Texas 76011

Chair: Manny Palacios, City of Weatherford

Vice Chair: Mike Brownlee, City of Corinth

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

Manny Palacios, City of Weatherford, led the meeting. Kate Powers, NCTCOG, welcomed attendees.

ACTION ITEMS

2. **Meeting Summary.** The February 8, 2018 [meeting summary](#) is available online for review. Approval will be sought at the meeting.

The meeting summary was approved with no comments.

3. **iSWM Task Order #2.** The Council will vote to approve the iSWM Subcommittee's final task order for Halff Associates, Inc.

Derica Peters, NCTCOG staff, provided an update of progress on the iSWM Task Order #1 and an overview of the iSWM Task Order #2. The Council inquired about the conclusion date for Task Order #2. NCTCOG staff confirms that it is on the same annual schedule as Task Order #1 and will therefore conclude in April 2019. The Council voted to approve the Task Order.

INFORMATION ITEMS

4. **FY 2018 Public Works Work Program Update.** NCTCOG staff will update the council on public work efforts, including PWC Subcommittees activities.
 - **Public Works Trainings.** NCTCOG staff will update the council on training coordination efforts.

Kate Powers updated the group on progress with organizing trainings for 2018. NCTCOG also requested additional input from members and possible leads on trainers for the selected topics.

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NCTCOG has already reached out to the Inspectors Roundtable about the Young Inspectors Training and will continue to follow that lead.

- **Public Works Construction Standards – Standard Drawings Update.** A representative from the Standard Drawings Subcommittee will update the council on the subcommittee's efforts and next steps. (Keith Marvin)

Keith Marvin, City of Lewisville, updated the Council on the activities of the Standard Drawings Subcommittee. The subcommittee has held two meetings, where they developed a timeline and prioritized updates within Division 1000. NCTCOG staff will send out another survey to the Regional Stormwater Management Coordinating Council (RSWMCC) and Integrated Stormwater Management Implementation Subcommittee (iSWM) to get more guidance on priorities for updating this division. The next meeting is June 4th at 10:00 am. The subcommittee is open to including more participants.

- **integrated Stormwater Management (iSWM) Activities.** NCTCOG staff will present an update of iSWM program activities. (Derica Peters)

Derica Peters updated the Council on the activities of the iSWM subcommittee. NCTCOG recently hosted an iSWM training at the Halff Associates offices, and the training materials are available to view online. Halff produced sample ordinance language for incorporation of site design practices into city codes and a downstream assessment summary of findings memorandum. NCTCOG staff is almost done giving the iSWM website a significant facelift, which will be revealed at the Public Works Roundup. The Cities of Stephenville and Irving have applied for iSWM certification and those applications are currently under review.

5. **19th Annual Public Works Roundup Update.** NCTCOG staff will present an update of the current planning and coordination of the May 23, 2018 19th Annual Public Works Roundup.

Kate Powers brought the Council up to date about the upcoming Public Works Roundup. Registration is currently at 190 individuals, which is well over the original cap. If anyone really needs to go and does not already have a few representatives from their municipality, they can contact Kate Powers about finding a spot. NCTCOG has secured \$7,750 in sponsorships and there will be 11 sponsor tables at the event. The Agenda is set and it includes 9 of the Council's top 11 topic preferences.

6. **FY 2019 Public Works Council Membership Update.** NCTCOG staff will discuss the committee appointment process and will advise PWC members of the seats that will be up for reappointment for FY 2019.

Reappointment forms will be sent to appropriate members. Forms are due July 20, 2018.

DISCUSSION ITEMS

7. **FY 2019 Regional Public Works Program - Work Program Discussion.** NCTCOG staff will present a draft of the FY 2019 Regional Public Works Work Program and solicit feedback from the council.



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Kate Powers presented the results of the Work Program priorities survey. The major items in the FY2019 Work Program will be essentially the same as the previous year. The highest priority based on the survey results was trainings. NCTCOG and the Council also discussed developing ways to help subregion representatives more effectively engage their subregion constituents, hosting roundtable discussions, and creating case studies.

The main topic of discussion concerning the FY19 Work Program was the Sustainable Public Rights of Way (SPROW) subcommittee. The group discussed whether it should remain low priority or whether an effort should be made to revive it. NCTCOG staff highlighted the activities of the last couple years, which consisted of annual Education Forums, and no formal meetings. NCTCOG floated the idea of holding a Low Impact Development (LID) design competition, but Council members felt that SPROW has been too focused on LID in the past and ought to include more focus on other aspects of sustainability, such as the longevity and maintenance of infrastructure. Members suggested pulling in some city planners and more private industry to serve on this subcommittee. Gerald Cosgrove and Robert Woodbury volunteered to serve on this subcommittee. NCTCOG will schedule a subcommittee meeting, invite a broad audience (planner, Public Works Council, private sector), and work with the newly convened group to develop goals and a direction forward.

- 8. Water System Smart Meter Discussion (15 minutes).** NCTCOG will provide short description of a NCTCOG SHARE cooperative services program initiative to develop an overall solution related to water systems, smart meters, and the technology to effectively manage the data and customer billings for local governments. The Council will have an opportunity to weigh in on current practices (e.g. types of meters used, meter reading, and challenges) and the desire for upgrading to more advanced systems and any preferred non-standard functionality needs as it relates to water system smart meters.

Various NCTCOG staff explained the North Texas SHARE program, including representatives from Agency Administration. Kate Powers shared the results of the Smart Meter Survey, which indicated that a majority of respondents are hoping to upgrade their metering systems.

NCTCOG sought further input from the Council regarding the potential for a SHARE purchase of Smart Meters, including: who is upgrading their systems, who would be interested in purchasing through SHARE, and what system specifications need to be accounted for. Members held a robust discussion about the meter system update process. Following are a few discussion highlights:

- The Council pointed out that any update must consider the data gathering and transmission technology, not just the meters themselves. Several members supported this assertion, as reading and data technology progress much faster than the lifespan of the meter itself. This means that a meter may be obsolete long before its operable lifespan is over. Additionally, not all meters and meter reading systems are compatible.
- Most cities have in-house meter-readers. Those cities that have already undergone transition to Smart Meters say that there is no significant staff reduction, because there

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is still a customer service need. Many homeowners prefer the assurance of an in-person reader to the automatic readers, regardless of actual accuracy. Cities that transition to Smart Meters should not expect much cost savings in terms of reduced staffing.

- If NCTCOG moves forward with the SHARE program for Smart Meters, it needs to allow for flexibility of meter sizes, transmission pathways, and reader types. The needs of each city will be highly individualized and there is no universal solution.
- Cost is a huge barrier to meter upgrades. This cost calculation is further complicated by the aforementioned fact that the changes in reader/transmission technology are rapid and unpredictable. Additionally, some cities may incur the cost of re-setting meter boxes to accommodate the new or modified units.
- Many cities would not be able to replace or upgrade all meters at once, especially those that have fringe rural areas.
- Cities planning to upgrade their meters should prepare for some customer complaints, as more accurate readings may lead to higher water bills. However, Smart Meters do provide customer benefits by providing real-time tracking. Real-time tracking can also help cities and homeowners detect leaks.

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 Partnership Program activities and the Floodplain Administrators/Community Rating System Users Group. (Mia Brown)

In the Cooperative Technical Partnership Program (CTP), NCTCOG held FY16 kickoff meetings with the City of Cleburne and Tarrant County. The East Fork Trinity discovery is underway. The FY17 Task Order has been executed with Half Associates, but the Richland Chamber Watershed discovery has not yet begun. In FY18, CTP will be working on creeks in Parker County and the Town of Flower Mound.

The next Community Rating System (CRS) Users Group meeting will be May 22, 2018.

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

PWERT membership has risen from 52 to 56. PWERT is working on an interactive map that will help people find the appropriate emergency response contacts for their area. PWERT held a meeting in April to discuss Hurricane Harvey, especially the experiences of municipal responders.

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

The next North Central Texas branch meeting is at lunchtime on June 12th. Lunch fee is \$10. Public Works Institute of Texas (PWITX) offers educational opportunities, with trainings taught by public works leaders from across the state. Scholarships are available; applications are due May 30th. The TPWA Annual Conference will be offering free access to the exhibit hall this year. There will be an Inspector's Roundtable on June 5th in Grand Prairie and Director's Roundtable is the 3rd Thursday of each month.

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

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

Jeff Neal of the NCTCOG Transportation Department would like to give the Public Works Council the opportunity to be more involved in and more knowledgeable about the activities pertaining to the update of the regional Congestion Management Process. The Transportation Department might also enlist the help of Public Works directors across the region to gather data on road and bridge conditions; this will help NCTCOG build a more complete picture of the state of transportation infrastructure in the region.

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

Weatherford – Still growing, with lots of traffic congestion.

Grand Prairie – Gabe Johnson is the new Director of Public Works.

Rowlett – has been encountering pushback from developers about the city's standards in comparison to other cities. Shawn Poe (Rowlett) asked the Council if anyone else had been experiencing this. Several members have had similar experiences with developers, only to find that other city's standards are actually very similar to their own. The group agrees that it would be useful to NCTCOG to create a resource that catalogs the most encountered areas of pushback and gather information from the cities about standards for each of those areas. NCTCOG will begin planning how to tackle this potential project.

NCTCOG Transportation Department – the end of the comment period for Mobility 2045 is June 7th. NCTCOG is updating the agency websites.

Irving – Highway 183 is coming along.

Flower Mound – Tiffany Bruce is new Executive Director of Public Works.

Coppell – Kent Collins is the new Director of Public Works.

12. **Schedule for the Next PWC Meeting.** The next PWC meeting is scheduled for Thursday, August 16, 2018, at 9:30 a.m., in NCTCOG's Pitstick Executive Board Room.

13. **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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