



North Central Texas Council of Governments

SUMMARY

Public Works Council

Thursday, August 19, 2021

9:30 AM, Virtual Meeting through Microsoft Teams

https://teams.microsoft.com/l/meetup-join/19%3ameeting_NTQ4MWQwN2UtMzMzMyZC00OTMxLWE0MWEtZjgwNTgwYmVkNzJm%40thread.v2/0?context=%7b%22Tid%22%3a%222f5e7ebc-22b0-4fbe-934c-aabddb4e29b1%22%2c%22Oid%22%3a%22cab28b78-d671-4384-9c8e-6035f7c46b7d%22%7d

Or call in (audio only)
+1 903-508-4574,,379228747# United States, Tyler
Phone Conference ID: 379 228 747#

Chair: Keith Marvin, City of Lewisville

Vice Chair: Shawn Poe, City of Richardson

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

Olivia Kale and Keith Marvin welcomed everyone to the meeting.

ACTION ITEMS

2. **Meeting Summary.** The May 6th meeting summary is available for review. Approval will be sought at the meeting.

The meeting summary was approved unanimously.

3. **Public Works Council Nominations.** NCTCOG staff will give an update on nominees to the Public Works Council. The Council will vote on this item through a survey at a later date once all nominees are identified.

Olivia showed the nominations for standing seats including: Keith Brooks, Assistant Director of Public Works and Transportation for Arlington; Ali Hatefi, Assistant Director for the City of Dallas; Douglas Taylor, Utility Manager for the City of Grand Prairie; Keith Marvin, Director of Public Services for the City of Lewisville; Paul Sparkman, Assistant Director of Public Works for the City of McKinney; Lisa Crossman, Project Engineer for the City of Mesquite; Gerald Cosgrove, Director of Public Works for the City of Plano; Shawn Poe, Director of Engineering for the City of Richardson; and Joseph Jackson, County

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Engineer for Tarrant County. The Public Works Council passed the nominees unanimously.

Olivia showed the nominations for subregion seats including: Kumar Gali, Assistant Director of Public Works and Operations for the City of Coppell, as representative for Northwest Dallas Subregion; and Larry Hoover, Director of Public Works for City of White Settlement, as representative for the Northwest Tarrant Subregion. The DFW North, Northeast Tarrant, South Tarrant, and Southeast Subregion have no nominations. The Public Works Council suggested a few people for Olivia to reach out to in these subregions. Olivia will send a survey for the Public Works Council to approve the subregion seats once she finds nominees for all subregions.

Olivia showed the nominations for private sector seats. The nominees for the two Associated General Contractors seats are: Connor VanSteenberg, North Texas Area Manager for Associated General Contractors of Texas; and Sam Davis, Vice President/General Manager of TexasBit. The nominees for the two Council of Engineering Companies seats are: Chris Cha, Principal at Pacheco Koch; and John Ho, Vice President of Huitt-Zollars. The Public Works Council passed these nominees unanimously.

4. **Public Works Council Chair and Vice Chair.** The Public Works Council will vote for a Chair and Vice Chair for FY22.

George Marshall is the only nominee for Vice-Chair. He had not responded whether he was interested, so the Council did not vote to approve him yet. There were no nominees for Chair. Keith and Shawn will be stepping down due to other responsibilities. Olivia will send the Public Works Council a survey to approve the Chair and Vice-Chair nominees once they are identified.

5. **Public Works FY22 Work Program.** The Public Works Council will vote to approve the FY22 Work Program for the Public Works Program.

Olivia walked the Public Works Council through the FY22 Regional Public Works Program. Based on the conversation at the May meeting, NCTCOG added to section A that they will reach out to graduating high school students in the region to promote public works jobs. It was also added to Item 5 that NCTCOG would update the Council at quarterly meetings on the Texa Water Development Board (TWDB) State Flood Plan. Bryan Ramey motioned to approve the FY22 Work Program: Paul Sparkman seconded; the motion passed unanimously.

6. **Integrated Stormwater Management (iSWM) Contract.** The Public Works Council will vote to start the contract process for the iSWM program. This would include the RFP, RFQ, Scope of Work and selection steps.

The current iSWM contract with Half Associates will expire April 30, 2022. The iSWM subcommittee recommends the Public Works Council continue to support the iSWM program through a contract for engineering services. A vote is required to start the contract process, including the RFP, RFQ, Scope of Work and selection steps. They propose a 3-year contract (with the option of up to two 1-year extensions) not to exceed \$80,000 per year and the Scope of Work will continue to be determined on a work-order basis through "Task Orders".



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A Council member had concerns over the budget. NCTCOG explained that the \$80,000 comes out of the Regional Public Works Program budget which is made up of cost-shares from communities in the region. A small working group of Public Works Council volunteers worked to update the Regional Public Works Budget three years ago. They determined that they needed about \$360,000 to complete the work program. \$80,000 has been prioritized for the iSWM program and the rest goes to staff to complete the work program activities.

Volunteers from the iSWM subcommittee will score RFPs and bring their recommendation to the Public Works Council to approve.

Bryan Ramey motioned to approve NCTCOG staff to start the contract process: Jerry Cosgrove seconded; the motioned passed unanimously.

DISCUSSION ITEM

- 7. New SHARE Contracts.** NCTCOG staff will introduce two topics that are being researched for a new cooperative SHARE contract. NCTCOG staff would like to hear from the Public Works Council on their experience with roadway aggregate materials and hot emulsion supplies. (Jonathan Blackman)

NCTCOG and SHARE hope to retain quality suppliers of Road Aggregate and Hot Emulsion products on catalog-discount contracts to enable your community to purchase these consumables without having to perform your own procurement year after year. Percent-discount contracts are also used to hedge against inflation, tariffs, and other market-impacting events as the percentage discount remains static. This allows the vendor to adjust for volatile materials costs and maintain an open procurement vehicle with your city or municipality.

Jon Blackman and Craigan Johnson would appreciate any feedback about the quantities of these products entities have historically consumed on an annual basis, the vendors they have purchased from (and any commentary on their performance), and any additional information Public Works departments may have regarding their paving and street maintenance projects. Council members can contact Jon at JBlackman@nctcog.org or 817-695-9117, and Craigan at CJohnson@nctcog.org or 817-695-9186.

- 8. Future In-Person Meetings.** NCTCOG staff would like the Council to discuss when and how they would like to come back to in-person meetings. (Olivia Kale)

The Council would like to start meeting in-person but with the new COVID variant they will meet virtually again in November. The Council will discuss in-person meetings at the November meeting.

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INFORMATION ITEMS

9. **FY 2021 Public Works Work Program Update.** NCTCOG staff will update the Council on recent Public Works efforts and Subcommittee activities. (Olivia Kale)

- **Public Works Roundup.** NCTCOG staff will give the Council an update on Roundup planning efforts. (Olivia Kale)

The Public Works Council will keep this event in-person since it's only two weeks away. They want to limit registration so that there is space for social distancing and let attendees take the precautions they see fit. There is an option to live stream the main stage for free. NCTCOG should allow registrants to switch to live stream if they are no longer comfortable coming in-person.

- **Public Works Trainings.** NCTCOG staff will update the Council on other trainings that have been hosted for FY21 and that are scheduled for the remainder of the year. There will be a workshop on Addressing Workforce Needs: A Data Deep Dive and Discussion on August 24th 10am-12pm. Registration is open and can be accessed here, <https://www.eventsquid.com/event/14134>.

Olivia is still working to find an instructor for the New Inspector's Training and hopes to have that scheduled for late September.

The Construction Contracts Training was held July 29th. This was instructed by Keith Marvin and John Ho. The feedback from the attendees was very positive!

- **Standard Drawings Subcommittee.** A Subcommittee representative will brief the Council on progress made towards updating the drawings in the Construction Standards Fifth Edition. (Keith Marvin)
The Standard Drawings Subcommittee is reviewing edits made to Division 2000. Their next meeting is August 23rd at 10am in-person at the NCTCOG Office.
- **Sustainable Public Rights of Way (SPROW) Subcommittee.** The Subcommittee Chair will update the Council on the activities of the SPROW Subcommittee. (Robert Woodbury)
The SPROW Subcommittee is still working through the Utility Coordination Chapter of the BMP Guidebook. The next meeting is October 12th at 1:30pm through Microsoft Teams.
- **integrated Stormwater Management (iSWM) Activities.** The Subcommittee Chair will present an update of iSWM program activities. (Ranjan Muttiah)
The City of Plano is now designated as a Silver Certified iSWM Community! The subcommittee is also discussing changes to item 17, Water Quality Protection, on the Tiered Implementation Form.

10. **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. (Tamara Cook)
The FY18 Flood Risk Projects on Mary's Creek (Parker County) is complete. The FY19 Flood Risk Project on Harriet Creek (Denton County, 7 miles) is 40% complete. The survey is ongoing and hydrologic and hydraulic analysis is underway. The FY19



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Waxahachie Creek (Ellis County, Midlothian, Waxahachie; 19 miles) Flood Risk Project is 55% complete. The survey is complete and hydrologic and hydraulic analyses are underway. The FY20 Flood Risk and Outreach Project on Catherine Branch (Denton County) is 20% complete. The survey is complete and hydrologic and hydraulic analyses are underway.

The FY20 Transportation and Stormwater Integrated Project Engagement is in progress. The community survey is complete, the stakeholder list is developed, and the initial community meetings will be in Fall 2021. NCTCOG submitted final project applications for the FY21 Flood Risk Projects including: Program Management; Hog Branch (Denton County); East Fork (Lowery Crossing and McKinney); Upper West Fork Discovery; COMS Project (CHARM Outreach Workshops).

- **Public Works Emergency Response Team (PWERT).** A PWERT representative or NCTCOG staff will give an update on recent PWERT activities. (Manny Palacios) Manny was not able to make the meeting, so Shawn Poe gave a quick PWERT update. They received a new printer for certifications.
- **Texas Public Works Association Update.** A TPWA representative will update the Council on upcoming TPWA local events and meetings. (Shawn Poe) The Texas Chapter now has more members than any other chapter. There are a lot of events coming up that can be found on their website, https://www.apwa.net/MyApwa/Apwa_Public/Education_and_Events/Calendarchapters.aspx.

OTHER BUSINESS AND ROUNDTABLE DISCUSSION

11. **Future Agenda Items.** PWC Members and NCTCOG staff may suggest future agenda items.
12. **Roundtable Topics/Other Business.** Council members and NCTCOG staff may share additional items as time allows.

Shawn Poe said the City of Richardson approved a bond program.

13. **The Next PWC Meeting** is scheduled for November 11, 2021 at 9:30am. Meeting platform is TBD.
14. **Adjournment.**

If you have any questions regarding the meeting or agenda items, please contact Olivia Kale by phone at (817) 695-9213, or by email at OKale@nctcog.org.

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Attendance for August 19, 2021 Public Works Council Meeting via Microsoft Teams

Woodbury, Robert

Muttiah, Ranjan

Christopher J. Cha

Tamara Cook

Kelly Dillard

Deshmukh, Pritam

Douglas Wiersig

Olivia Kale

Carolyn Horner

Bryan G. Ramey

Cecelia Rutherford

Edith Marvin

Shawn Poe

Hassan, Haytham

Cox, Lyndon

Victoria Bailey

Ho, John

Charles Brewer

Keith Brooks

Brian Salvesen

Troy Hopkins

Lockart, Jim

Andrew Figueroa

Paul Sparkman

Keith Marvin

Michael Polocek (Garland)

Tommy Mapp - Princeton

Jerry Cosgrove

Connor VanSteenberg