



North Central Texas Council of Governments

# SUMMARY

## Public Works Council

Thursday, August 15, 2019

9:30 AM, Tejas Conference Room

NCTCOG Offices, CP111, Third Floor

600 Six Flags Drive, Arlington, Texas 76011

Chair: Manny Palacios, City of Weatherford

Vice Chair: Keith Marvin, City of Lewisville

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

Council Chair, Manny Palacios, welcomed attendees and everyone introduced themselves.

## ACTION ITEMS

2. **Meeting Summary.** The May 9, 2019 meeting summary is available online for review. Approval will be sought at the meeting.

Council reviewed the May 9, 2019 meeting summary. George Marshall motioned for approval, David Disheroon seconded; and the motion passed unanimously.

3. **Council Bylaws.** The PWC members will review the final draft version of the Council Bylaws. NCTCOG will seek approval of the Council Bylaws that will take effect upon adoption. (Tamara Cook)

NCTCOG staff presented the updated bylaws for the Council to review. At the Council's request NCTCOG staff added a footnote to page 4 defining Conflict of Interest. This definition was satisfactory for the Council.

The Council discussed adding language that would require either standing or subregion seats to pay into the Regional Public Works Program to be on the Council or to vote on the Council. This conversation stemmed from the Cost-Share Subcommittee who is trying to get more participation from communities who already benefit from the Regional Public Works Program. Several Council members expressed their concern that smaller communities would not be able to pay.

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The Council also discussed adding to the bylaws a process for how subregion seats are nominated to the Council. Council members were concerned that asking someone to be reappointed didn't allow for new opportunities or perspectives.

The Council decided to approve the bylaws as submitted with the addition of the subregion map and further discuss adding the process for appointing subregion seats and payment to vote. Jim Lockart motioned for approval; Gerald Cosgrove seconded; the motion passed unanimously.

- 4. FY2020 Public Works Council Membership Approval.** NCTCOG has coordinated with members whose terms are ending September 30, 2019. Those members who are seeking reappointment and new members will be shared with the Council for discussion. NCTCOG is seeking the Council's approval of the members. Upon the Council's approval, the membership list will be taken to the NCTCOG Executive Board for approval in September.

NCTCOG staff walked the Council through all the reappointments and new appointments. 22 seats were up for reappointments including 9 standing seats, 9 subregion seats, and 4 private sector seats. As of the PWC meeting, there were four vacancies. NCTCOG has contacted prospective cities who may be interested in filling the vacancies. The Council decided to move forward with approval of the proposed slate of members, with the agreement that NCTCOG would continue to seek to fill the vacancies by the upcoming Executive Board meeting, if possible. George Marshall motioned for approval; David Hunter seconded; and the motion passed unanimously.

- 5. FY2020 Public Works Council Officers Election.** Nominations will be sought for Chair and Vice-Chair and the Council will vote to elect a Chair and Vice-Chair.

NCTCOG staff expressed that Manny Palacios will not be seeking reappointment as Chair of the Public Works Council and Keith Marvin indicated he would step in if needed. Shawn Poe nominated himself for Vice-Chair. NCTCOG staff asked if anyone else had nominations. Jim Lockart motioned to approve Keith Marvin as Chair and Shawn Poe as Vice-Chair; George Marshall seconded; and the motion passed unanimously.

- 6. Regional Public Works Program FY2020 Work Program.** NCTCOG has incorporated feedback from the May 2019 PWC meeting into the Draft FY2020 Work Program. NCTCOG will seek approval of the Regional Public Works Program FY2020 Work Program. (Tamara Cook)

NCTCOG staff went through the new structure of the FY2020 Work Plan. The content is similar to previous years but in bullet point form. Attachment A also highlights specific goals for the subcommittees so NCTCOG staff has a clear outline of the year's objectives. George Marshall motioned to approval; Keith Marvin seconded; and the motion passed unanimously.

## DISCUSSION ITEM

- 7. Workforce Training & Development.** As requested at the May PWC meeting, the Council will discuss the need for educational opportunities and workforce training as it relates to the future of field/trade personnel retention and recruitment.

If you plan to attend this public meeting and you have a disability that requires special arrangements at the meeting, please contact Barbara Bradford by phone at (817) 695-9231 or by email at BBradford@nctcog.org, 72 hours in advance of the meeting. Reasonable accommodations will be made to assist your needs.



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Daniela Ramirez with Workforce Solutions for North Central Texas at NCTCOG presented labor market data on the public works field, ranging from wages and talent availability to skills in demand. The Council was interested in seeing the data split between public and private industries. Workforce Solutions is open to convening communities to discuss higher pay for occupations in the field and revise job postings to make the more accurate. Workforce Solutions also has several programs that can help pay for wages during training. For example, funding is being granted to a community college to expand the talent pipeline in an industry with workforce need.

### INFORMATION ITEMS

8. **20<sup>th</sup> Annual Public Works Roundup.** NCTCOG staff will present the Council with feedback given from the Roundup. (Tamara Cook)

There was positive feedback from the Public Works Roundup evaluation forms.

9. **FY 2019 Public Works Work Program Update.** NCTCOG staff will update the Council on recent Public Works efforts and Subcommittee activities. (Tamara Cook)

- **Standard Drawings Update.** Subcommittee Representative will brief the Council on progress made towards updating the drawings in the Construction Standards Fifth Edition. (Keith Marvin)

Keith Marvin informed the Council that the completion goal of January 2020 will be pushed back. The subcommittee received comments from the Inspector's Roundtable and is working through them now. The next meeting will be August 19, 2019 at 10am.

- **Sustainable Public Rights of Way.** Subcommittee Chair will update the Council on the activities of the SPROW Subcommittee. (Robert Woodbury)

NCTCOG staff presented in the absence of Robert Woodbury. The Sustainable Public Right-of-Way Subcommittee is starting on the Best Management Practices Guidelines Document. The subcommittee reviewed the success of the SPROW track at the Public Works Roundup and received positive feedback from the evaluation forms. The next meeting will be August 20, 2019 at 1:30pm.

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

Ranjan Muttiah updated the Council on the efforts of iSWM Subcommittee. The guidance documents from Half Associates have been finalized and posted to the

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website. Under Task Order 3 with Halff Associates there have been 3 Technical Assistance Meetings, 3 iSWM Designation Workshop meetings, and 3 Reorganization/Re-evaluation Site Development Controls meetings. The next SPROW Subcommittee meeting will be October 9, 2019 at 1:30pm.

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

Tamara Cook informed the Council on the Cooperative Technical Partnership Program and the Community Rating System Users Group activities. NCTCOG has submitted applications for funding for flood risk ID projects on Waxahachie Creek and Harriet Creek and is awaiting award letters. The FY16 Projects in Tarrant County and Cleburne will be complete in September. The FY17 projects in Weatherford and Benbrook will have Flood Risk Review meetings this fall. The Discovery meeting for the Richland-Chambers watershed will be held this fall as well. The field survey for the FY18 project on Marys Creek will begin this month. There will be a meeting in the fall for Community Rating Systems Users Group. Attendees will receive a certificate for proof of two CECs for the CFM License.

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

Many Palacios informed the Council that they have debris removal trucks ready to assist the region and have already been in use.

- **Texas Public Works Association Update.** A TPWA representative will update the Council on upcoming TPWA local events and meetings. (Derek Chaney)

Tamara Cook informed the Council of upcoming events for TPWA in Derek Chaney's absence. Other Council members informed the group that there will be a 3 day Public Works event in Allen starting February 9, 2020. They are currently looking for presenters.

#### OTHER BUSINESS AND ROUNDTABLE DISCUSSION

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

Dan Franke informed the Council of new federal requirements for CDL drivers starting September 1, 2019. Trainers will have to be certified and the Council asked NCTCOG to help find a resource.

#### 13. Schedule for the Next PWC Meeting.

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The next meeting is scheduled for Thursday November 21, 2019 in the 4<sup>th</sup> Floor Training Room at the NCTCOG Offices, Centerpoint Three at 9:30am.

**14. Adjournment.**

If you have any questions regarding the meeting or agenda items, please contact Olivia Alvarado by phone at (817) 695-9213, or by email at [oalvarado@nctcog.org](mailto:oalvarado@nctcog.org).

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MEMBER SIGN IN SHEET

NAME	SIGNATURE	REPRESENTS
Robert Bolen		Southeast Subregion
Mindy Carmichael		City of Arlington
Paul Causey	<i>Paul Causey</i>	Associated General Contractors
Chris Cha	<i>Chris Cha</i>	Council of Engineering Companies
Bobby Clay		East Subregion
Gerald Cosgrove	<i>Gerald Cosgrove</i>	City of Plano
Lyndon Cox	<i>Lyndon J. Cox</i>	Texas Council of Engineering Labs
John Crawford		City of Carrollton
Craig Cummings		City of Arlington
David Disheroon	<i>David Disheroon</i>	Southwest Subregion
Fred Ehler	<i>John Williams for Fred Ehler</i>	Denton County
Alan Fourmentin	<i>Alan Fourmentin</i>	Northeast Subregion
Dan Franke	<i>Dan Franke</i>	City of Frisco
Mike Garza	<i>Mike Garza</i>	Northwest Dallas Subregion
Stephanie Griffin	<i>Stephanie Griffin</i>	City of Grand Prairie
Haytham Hassan	<i>Haytham Hassan</i>	City of Dallas
Christina Hickey	<i>Christina Hickey</i>	City of Mesquite
Mark Hines	<i>Mark Hines</i>	Collin County
Kyle Hogue		Northeast Tarrant Subregion
Bennett Howell		South Tarrant Subregion
David Hunter	<i>David Hunter</i>	City of Denton
Eric Johnson		Associated General Contractors
John Kasavich	<i>John R. Kasavich</i>	City of Fort Worth
Wayne Lee		City of Irving
Jim Lockart	<i>Jim Lockart</i>	City of Richardson
George Marshall	<i>George Marshall</i>	Denton/Lake Cities Subregion
Keith Marvin	<i>Keith Marvin</i>	City of Lewisville
John Mears		Dallas County
Jennifer Nicewander	<i>Jennifer Nicewander</i>	City of Dallas
Manny Palacios	<i>Manny Palacios</i>	West Subregion
Shawn Poe		Northeast Dallas Subregion
Michael Polocek	<i>Thomas Gulleray</i>	City of Garland
Clayton Riggs		DFW North Subregion
Greg Simmons		City of Fort Worth
Paul Sparkman		City of McKinney
David Speicher		Council of Engineering Companies

See Reverse



