

APWA – Florida Chapter – West Coast Branch



**Executive Committee Meeting Minutes
July 13, 2011
Cleveland Heights Golf Course
Lakeland, Florida**

* = Officer
** = Director

Members Present:

Chas Jordan* - Chairperson	Larry Cox**
Randy Shane* - Vice Chair	John Chasteen
Sala Garbaj* - Treasurer	Chris Albright
Brandi Allegood* - Secretary	Troy Tinch
Linda Adejumo* - Past Chairperson	Tom Funcheon
Bob Nowak* - District Representative	Mike Whigham
Troy McCain**	Matt Glenn
Keith Causey**	Ed Burkett
Dean Scharmen**	

1. **Call To Order** – Chairperson Jordan called the meeting to order at 9:36 AM.
2. **Roll Call** – Six Officers Present, Four Directors Present, and Seven Members Present.
3. **Acceptance of Annual Meeting and May 19, 2011 Minutes** – Motion was made by Larry Cox for acceptance. Seconded by Bob Nowak. There was no discussion. The Motion passed unanimously.
4. **Officers Reports**
 - a) **Chairperson (Chas Jordan)**
 - Chas welcomed our new APAWA West Coast Branch members Thirsty Duck! They came to us with a possible tech session and will be included as a future guest speaker at a Branch Meeting and have already purchased an annual membership.
 - *Branch Lapel Pins* - After a request from several EC Members, Chas has researched the possibility of ordering West Coast Branch Lapel Pins. These pins would utilize the new logo and we would give these to members and visitors as a “welcome” gift from the Branch. The attached proofs are for the pins I would like considered:

- The cost would be: \$2.21 per pin, with a one time set-up fee of \$105.
- This was discussion was tabled until a later date.
- *Florida Chapter Appointments* - As of now, the following appointments by the Florida Chapter President for various Branch members to participate at the State-level:
 - **Chris Evers** – Association Alliance Chairman
 - **Chas Jordan** – Social Media / Technology Chairman, Marketing Chairman, Tech Committee Task Force

b) Vice Chairperson (Randy Shane)

- *Current Meeting Schedule* – We will be meeting at 9:30 am on the second Wednesday of every other month as follows:
 - **July 13, 2011** - City of Lakeland Cleveland Heights Golf Course located at 2900 Buckingham Ave. Lakeland, FL 33803. Golf for \$16 per person after the meeting. Guest speaker will be Chris Albright with Paveway Systems on STS Patterned Textured Pavement. Roadway Management sponsored the meeting breakfast.
 - **September 14, 2011** - City of Dunedin Community Center located at 1920 Pinehurst Road, Dunedin, FL. 34698. Golf after the meeting at The Dunedin Country Club. Guest speaker will be Barry McKeon with Hubbard Construction, Technical Manager on Full Depth Reclamation QC Plans.936 Lee Rd, Winter Park FL 32789
 - **November 9, 2011** - City of St. Petersburg Sunken Gardens 1825 4th St N St. Petersburg Fl 33704. Golf at the City's Mangrove Bay Golf Course, 875 62nd Ave NE St. Petersburg Fl 33702, starting at 1:00 pm after the meeting. Guest speaker will be Bryan Fast of Thirsty Duck.
 - Thirsty Duck Buoyant Flow Control Devices (BFD's) minimize detention storage volume by maximizing outflow rate. Depending on system hydrology and hydraulics, storage volume can be reduced up to 50%. In flood prone areas, Thirsty Duck can utilize excess system volume to provide additional flood attenuation. In environmentally sensitive areas, Thirsty Duck can utilize excess system volume for additional pollution abatement. The TD series devices have also been used in utility (water/wastewater) applications.
 - **January 11, 2012** - City of Zephyrhills. Meeting info and speaker to follow.
 - **March 14, 2012** - City of Tampa. Meeting info and speaker to follow.

c) Treasurer (Sala Garbaj)

- Sala distributed copies of the June Statements
- March Totals in the Accounts:

- Savings – \$4,891.47
- General Operating – \$1,180.23
- CD - \$18,024.31
- Dean Scharmen moved to accept the Treasure’s Report and Randy Shane seconded approval. There was no discussion. The motion passed unanimously.

d) Secretary (Brandi Allegood)

- Although it was approved at the previous meeting to purchase a set of 250 cards and envelopes. The pricing was incorrect, so new pricing was brought before the board for \$421 for a quantity of 250 for Multi-Color, and the envelope would be \$90 for 250 and this would be one color, this would make each card about \$2.05 each. Dean Scharmen moved to approve. Keith Causey seconded. There was no discussion. The motion passed unanimously. A roll call vote was also taken, 10 out of 10 voted to approve.

e) District VI Representative (Bob Nowak)

- There has been no major activities for the past two months by Chapter except for committee chair assignments. The Chapter next Executive Board Meeting will be Aug.18th and 19th. at Sanibel Harbour Marriott Resort & Spa in Ft.Myers. There will be two regular meetings the Friday the 19th. from 1:00 to 5:00 PM and Saturday the 20th 8:00AM to 12:00 PM .The Chapter President Kim Kirby request that then District Rep's come a day earlier to review and update Chapters Strategic Plan with Committee Chairman Jeff Wilson that will be on Friday the 19th from 9:00 AM to 12:00 PM.A copy of the adopted April 24th,2007 Strategic Plan can be found on website APWA.WCB.Florida@gmail.com. Please review and send any comments to me at rnowak@largo.com no later then August 12th. Bob has been selected to serve on the National APWA Water Resource Management Committee for term of Sept.2011 thru Aug.2013.

f) Immediate Past Chairperson (Linda Adejumo)

- No Report.

5. Special Committee Reports:

a) Awards (Chas Jordan)

- We are 8 months away from the West Coast Branch Annual Meeting and Awards function now is not too soon to start considering awards for projects, outstanding engineering firms, recognizing WCB members etc. Start jotting down notes and sent me your ideas to rnowak@largo.com.

b) Association Alliance (Chris Evers)

- No Report.

c) Audit (Frank Bell)

- No Report.

d) Branch Annual Banquet (Randy Shane)

- The March 14, 2012 Branch Meeting would also be the 2012 Annual Meeting and Awards Ceremony.
- We would hold the Executive Committee meeting at 9:30 AM as usual to conduct normal business and wrap up the program year. After which (around 11:30) we would still have a guest speaker, but they can be a keynoter or someone from APWA. We would then pay for a luncheon, which would be much cheaper and easier to get sponsored than the dinner and have the presentations of the Awards, Scholarships, and new officers at around 12:30 or 1, with Golf After.
- The idea here is, we get more momentum for the event, we don't have to plan to attend two separate events, we hopefully save money on the consolidation, and we attract more members during the day.

e) Bylaws (Ed Burkett)

- No Report.

f) Education and Technical Sessions (Dean Scharmen)

- 35 people attended the Sunshine State One Call Tech Session that was held on June 29, 2011.
- NIMS – 100/700 Educational/Technical Session is tentatively scheduled for August 25 at the City of Largo.

g) Equipment Rodeo (Michael Gordon)

- Bob Nowak and Chas Jordan believe the rodeo should be pushed back to Jan/Feb.

h) Golf Scramble (Larry Cox)

- Chapter Golf Tournament.
 - I have proposals from:
 1. Westchase
 2. East Lake Woodlands
 3. TPC of Tampa
- Branch Annual Golf Tournament
 - Booked Heritage Harbor Golf & Country Club
 - Date: 12/3/2011
 - Time: 8:30 shotgun start
 - Price per player is \$32.00 per person + food \$8.95 per person = \$40.95
 - I think we need to stay with the same fees we charged golfers last year.
 - Food menu is same Jumbo ¼ lb hot dog, Angus hamburger, lettuce tomato & onion, chips, baked beans, and iced tea.
 - The minimum for the food is 45
 - A deposit of \$250.00 is required for the food. I believe Sala has already sent the deposit along with the tax exempt form.

i) Historical (Henry Fain)

- No Report.

j) Membership (Bob Nowak)

- Committee Chair have been doing follow ups to two interested groups that want join as a group membership, City of Clearwater Solid Waste and AMEC-BCI Engineers & Scientists, Inc. out of Lakeland. The APWA national web site has also shown there are 6 individual interest parties in the WCB district in which the committee chair will do follow ups. The Month of May membership report shows 261 active members and June report has 264 active members we are going the right way for a change.

k) Newsletter (Brandi Allegood)

- If anyone has any articles or information they would like to see in the newsletter they are encourage to send it to the branch e-mail apwa.wcb.florida@gmail.com or to Brandi directly at Brandi.Allegood@rsandh.com.

l) Nominating (Linda Adejumo)

- There currently is one Board vacancy, and will there could possibly be two.
- Shane LaBlanc from City of Zephyrhills may be filling one of those spots.

m) Public Works Academy (Keith Causey)

- No Report.

n) Scholarship (Keith Causey)

- Funds have been invested into CD's.

o) Sponsorship / Vendor Relations (Troy McCain)

- Troy is working on a revised document for sponsorship opportunities. It was mentioned that making a yearly package deal for vendors which would cover all events on a yearly basis? With our branch hosting the trade show next year as well as some events this year my thoughts are to have some sort of packaged deal for our vendors for the coming year say from October 2011 thru October 2012. Not sure with all government entities but this coincides with our annual budget?

p) Student Chapter (Vacant)

- No Report.

6. Unfinished Business

a) 2012 Fl Chapter Meeting – Steering Meeting

7. New Business

a) Strategic Planning

- If you have any ideas of how the Chapter can approve upon there Strategic Plan, please contact Bob Nowak.

8. Announcements

b) None.

9. Date and Site of Next Meeting

a) September 14, 2011 – Dunedin, Florida.

10. Adjournment

a) Chairperson Jordan adjourned the meeting at 11:47 am.