

APWA – Florida Chapter – West Coast Branch



Executive Committee Meeting Minutes
September 14, 2011
Dunedin Community Center
Dunedin, Florida

* = Officer

** = Director

Members Present:

Chas Jordan* - Chairperson	Chris Evers**
Randy Shane* - Vice Chair	George Whalen
Sala Garbaj* - Treasurer	Chris Albright
Bob Nowak* - District Representative	Sherman Applegate
Troy McCain**	Annie Hope
Larry Cox**	Tiffany Albright
Perry Lopez**	John Sunderman
Rudy Garcia**	Tom Funcheon
Randy Guillan	Stephen Romanchak
Bob Hall	Richie Grayes

1. **Call To Order** – Chairperson Jordan called the meeting to order at 9:40 AM.
2. **Roll Call** – Four Officers Present, Four Directors Present, and Eleven Members Present.
3. **Acceptance of Annual Meeting and July 13, 2011 Minutes** – Motion was made by Troy McCain for acceptance. Seconded by Bob Nowak. Approved unanimously with one change: on page one under Chairman’s Report to correct the spelling of APWA.
4. **Speaker:** Barry McKeon Spoke on Full Depth Reclamation and Answered Questions.
5. **Officers Reports**
 - a) **Chairperson (Chas Jordan)**
 - *Welcome New Members!* The following members have joined the branch since our July Meeting:
 - Allen Godfrey – City of Belleair Beach
 - Nizar Jetha – Michael Baker Jr., Inc.
 - Bill Pickrum – City of Dunedin

- Chris & Tiffany Albright – Paveway Systems
- Scott Hope – Paveway Systems

➤ *Branch Lapel Pins*

- After a request from several EC Members, I have been researching 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 tabled from the May and July meetings due to current finances and the need for the Rebates to be paid to the Branch.

➤ *Florida Chapter / National Appointments*

- As of now, I know of the following appointments by the Florida Chapter President for various Branch members to participate at the State-level:
 - Brandi Allegood – Membership Committee
 - Chris Evers – President-Elect, Trade Show Chairman
 - Chas Jordan – Social Media/Technology Chairman, Technical Committee Task Force, Membership Committee
 - Robert Nowak – Strategic Planning Committee
 - Randy Shane – Membership Committee
- If anyone else has been appointed to a committee or task force, please let me know!

➤ *The following members have been appointed to National Committees or Boards:*

- Facilities
- Brian Usher, Director of Public Works (Largo) – Director At-Large, Fleet and
 - Robert Nowak – Water Resources Technical Committee
 - Chas Jordan – Diversity Committee

➤ *Thank you Sponsors!*

- Since our last meeting the following Vendors have committed to Sponsorships for the West Coast Branch:
 - Kisinger Campo & Associates – Event Sponsor (\$2,500) – E.D. Burkett Scholarship Fund Golf Tournament
 - Roadway Management – Beverage & Shirts Sponsor (\$1,500) – E.D. Burkett Scholarship Fund Golf Tournament
 - Greeley Hansen – Hole Sponsor (\$100) – E.D. Burkett Scholarship Fund Golf Tournament

➤ *West Coast Branch member elected to National Board of Directors!*

- Brian Usher, Director of Public Works for Largo was elected to the National APWA Board of Directors. This is a great achievement for him as a long-time member, but also for the Florida Chapter as we now have two members on the board, and for our Branch! Join me in congratulating him on this achievement!

b) Vice Chairperson (Randy Shane)

- *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 - City Hall 5335 Eighth St., Zephyrhills, FL 33542. Golf will follow the meeting at Silverado Golf and CC.*

Guest speaker will be John Sunderman of Reynolds Inliner

Reynolds began in the sewer industry in the 1930's and was formally incorporated in 1965. Since that time we have grown to become a prominent infrastructure construction company recognized nationwide for our reliable and quality construction experience in public utilities. This public utility construction includes water, wastewater, stormwater and wastewater treatment plant construction.. We are a fully operational construction firm headquartered in Orleans, Indiana. We currently employ nearly 2,275 employees, with more than 450 of those dedicated to the rehabilitation efforts through Reynolds Inliner. We have rehabilitation crews working all over the United States and have the resources available to provide clients with timely responses to rehabilitation needs whether they be normal or emergency in nature.

- *March 14, 2012 - City of Tampa - Meeting info and speaker to follow. Meeting will be in conjunction with our annual banquet. I am looking into Tampa Palms as a potential location. Wednesday or Saturday meeting?*

Shane believes we are working in the right direction. The interest and enthusiasm he's been hearing from the different municipalities on the upcoming changes are terrific.

We need to get these meeting locations and speakers in our newsletter as soon as they are locked in. The vendors in the WCB area will be contacted to become a sponsor for the meeting supplying a continental breakfast. I would suggest \$100.00 per meeting.

c) Treasurer (Sala Garbaj)

- Sala distributed copies of the July and August Statements

July 2011

Aug 2011

Saving account balance	\$4,891.47	\$4891.47
ytd dividends	\$35.20	35.20

Operation account

beg. balance	\$1,180.23	\$738.63
deposit	145.00	200.00
checks	586.60	500.00
ending balance	\$738.63	\$438.63

CD 1

balance	\$9010.85	\$9018.5
div.	7.65	7.66
ending balance	\$9018.50	\$9026.16

CD2

	\$9013.46	\$9022.95
div.	9.49	9.50
ending bal.	\$9022.95	\$9032.45

- Randy Shane moved to accept the Treasure’s Report and Chris Evers seconded approval. There was no discussion. The motion passed unanimously.

d) Secretary (Brandi Allegood)

- No Report.

e) District VI Representative (Bob Nowak)

- On August 19-20, the District Rep attended the 2nd Quarter Florida Chapter Executive Committee Meeting in Fort Myers, Florida. There was an additional meeting the morning of the 19th that included all district reps and other executive committee members to update the Chapter Strategic Plan of April 2007.
- There were two exercises: (1)What should the strategic goals be for the Florida Chapter? (2)Develop a technical plan for each strategic goal. The new strategic plan will consist of four categories: (1)Education (2)Membership (3)Leadership and (4)Branding. The strategic plan committee chair, Jeff Wilson, will formulate a new plan which will be sent to the executive committee for discussion at the November 3 quarterly meeting.
- The afternoon meeting had three agenda items: (1)Discuss committee restructuring and propose changes to the meeting format (2)Discuss contract negotiations with corporate events (3)Presentation on the proposed media policy and provide an overview of social media elements available on the Florida Chapter website.
- The Saturday meeting consisted of the officer and the district rep reports which also included the committee reports and possible future sites for the executive committee meetings.

f) Immediate Past Chairperson (Linda Adejumo)

- No Report.

5. Special Committee Reports:

a) Awards (Chas Jordan)

- The deadline for awards is February 17. That is only five months away and the holiday season is just around the corner. Now is the time to start looking around your areas for Contractor of the Year, Consultant of the Year and Project of the Year. There are also individual awards, such as Professional of the Year, Young Leader, Technical and Management Award of Excellence, and the Meritorious Service Award. Last but not least, there is the Timothy Goodrow Member of the Year Award.

b) Association Alliance (Chris Evers)

- No Report.

c) Audit (Frank Bell)

- No Report.

d) Branch Annual Banquet (Randy Shane)

- Discussion on future banquet plans.
- The March 14, 2012 Branch Meeting would also be the 2012 Annual Meeting and Awards Ceremony. We could also have this on a Saturday the 10th or the 17th would be options. We need to open this up for discussion.
- 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 (I have someone in mind and will let you all know soon). 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.
- Group agreed the best option would be to have a Luncheon after the normal EC Meeting on March 14, 2011
- The Group liked the idea of having the Banquet at Tampa Palms.

e) Bylaws (Ed Burkett)

- No Report.

f) Education and Technical Sessions (Dean Scharmen)

- NIMS – 100/700 Educational/Technical Session is tentatively scheduled for August 25 at the City of Largo.

g) Equipment Rodeo (Michael Gordon)

- Committee members consist of Mike Gordon of Largo, Jarvis Anderson of Clearwater and Bob Nowak of Largo. The committee held a kickoff meeting on August 9. They discussed what type of competitions should be held, how many events and what layouts there should be. The committee felt that all aspects of Public Works operations should be involved, plus including the Environmental Services Department or the Sanitary Sewer Division.
- There would be three events in each category: (1) Solid Waste - front end loader, claw truck and side loader, (2) Streets and Drainage - backhoe, street sweeper and tractor trailer and (3) Sanitary Sewer - jet vac, backhoe and bobcat. The committee is presently working on getting sponsors and locations for the rodeo.
- The event date is still up in the air and may be a board decision to best suit when their employees can be available.

h) Golf Scramble (Larry Cox)

- Need Tee bag stuffers for bags
- Branch Annual Golf Tournament
 - 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

i) Historical (Henry Fain)

- No Report.

j) Membership (Bob Nowak)

- As of the August Chapter Membership Roster Report, the APWA West Coast Branch has increased its membership by four, from 260 in July to 264 in August. The Chair has made contact again on the two potential group memberships - Clearwater Solid Waste and BCI/AMEC Consulting Firm.
- There were also four hits on the National Website Free Account/Access regarding information on APWA that he will also follow up on. The "We Want You Back" membership campaign for the year special of \$99 has been extended to the end of September. This is for members who paid from June 1, 2001 through December 31, 2009.

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)

- No Report.

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

- President-Elect Evers gave an update on the Progress of the Trade Show

7. New Business

Nominations for Officers for the 2012-2013 Program Year:

- For Chairman: Randy Shane (Nominated by R. Nowak)
- For Vice Chairman: Brandi Allegood (Nominated by R. Shane)
- For Treasurer: Sala Garbaj & Larry Cox (Garbaj Nominated by R. Shane, Cox Nominated by R. Nowak)
- For Secretary: Perry Lopez (Nominated by R. Nowak)

Also, we took nominations for the position of District Representative:

- Robert Nowak (Nominated by C. Evers)

8. Announcements

- a) Congress in Denver and explained Golfing after the Meeting.

9. Date and Site of Next Meeting

- a) November 9, 2011 – St. Petersburg, Florida.

10. Adjournment

- a) Chairperson Jordan adjourned the meeting at 11:52 am.