

FACERS BOARD OF DIRECTORS MEETING
Orange County Public Works Building
John Young Parkway, Orlando, Florida
February 25, 2011

Board Members Present

Hector Bertran – President *
Fred Schneider – Vice President *
Jonathan Page – Secretary *
John C. Newton – Treasurer *
Ramon Gavarrete - Director*
George Webb – State NACE Director

Also Present

See attached attendance roster

* Current Board Members

With a quorum present, Hector Bertran called the meeting to order at 9:39 a.m. and the group proceeded with the agenda. The first item on the agenda was the Secretary's report.

Secretary's Report:

- Jonathan Page presented the minutes from FACERS Board of Directors/General Membership meeting held November 19, 2010 in Fernandina Beach, Florida. Minutes were discussed and approved unanimously.

Treasurer's Report:

- John Newton presented the Treasurer's report. John noted that we have been asked to fund several things such as some member's attendance at the NACE annual conference since many counties are simply not able to help defray the costs. John then discussed some of the budget figures. It was reported that our three (3) month total from November, December and January included \$4,120.00 in revenue from recent dues payments and \$1,004.48 in expenditures for activities at the FAC conference in November, 2010. Investments balance as of the date of the meeting was \$5,800.00 and John stated an updated spreadsheet would be produced and distributed soon. It was noted that we have 29 active and 26 sustaining members who have paid dues for this year.
- There was some discussion of the expenditures to date and the need to accurately forecast future expenditures. Ramon suggested that we may need to create a spreadsheet based on the FACERS "checkbook" not simply a summary.

- We also discussed IRS requirements such as the need to file for a 501(c)(3) exemption and the issuance of 1099 forms, etc. John stated that he needed some guidance and assistance with this part of his duties. John Goodknight thought the history and also a forecast would be helpful to the group. The group agreed that we would all help and perhaps some members involvement with other similar organizations will aid in our efforts. *The Treasure's report was approved unanimously.*

Committee Reports:

Membership: John Newton

- It was reported that we have 29 active (16 NACE) and paid members and that the check to NACE will be cut and sent on February 28, 2011.
- It was reported that we have a lot of members who have not paid and an increasing number of memberships are not being paid by the member's employers but instead many members are paying from their personal accounts. We were encouraged to review the list of unpaid members and contact them as at some point their names will be deleted from the membership list. There was some discussion of how we may have been contacting people and their reasons for non-payment. For example, John Goodknight stated that the Marion County members may have been distracted with issues going on in the County.
- The group discussed the honorary life members. It was noted that Bill Lecher, Howard Russell, and Gordon Hays have passed and should be removed from the life membership list.
- It was discussed that the FDOT Secretary of Transportation and the FAC Executive director are automatically included as honorary members of the group by the FACERS constitution.
- There was a discussion of the requirements for the designation of "Life Membership". It was discussed that traditionally this was reserved for people who had been active members for 10-15 years and had retired from the profession. For example, Jim Davis would meet this criterion. *A motion was made and unanimously approved to add Jim Davis to the Lifetime Membership list.*

Scholarships: Bob Gordon (not present)

- Bob Gordon was not present so Hector Bertram took this item.
- Hector stated that we needed to have more of a presence at the institutions that we provide scholarships to. It was decided that Bob Gordon would be the liaison with USF, Hector Betran for UCF, Fred Schneider and Janet Degner for UF, Ramon Gavarrete for FIU and Danielle Slaterpryce for FAU.
- There was some general discussion about whether any scholarships had been given out recently since the endowments that fund the scholarships were in funds that had been affected by the recession. It was discussed that T2 would coordinate with Bob Gordon regarding updating our information and putting that information on the FACERS website.

NACE: Ramon Gavarrete

- There was discussion of a meeting to occur on March 3, 2011 to speak with a Mr. Menendez in Washington, D.C. to discuss streamlining LAP and corresponding coordination with FHWA. George Recktenwald had met with congressman Mica but was not in attendance to report on that meeting. Janet reported that most of the discussion was about the Everyday Counts program and Local issues. She reported the Federal representatives were considering having separate meetings with local governments. Fred suggested that Ramon contact George Recktenwald to determine what had been discussed prior to the discussions in D.C. so that Congressman Mica's intentions could be mentioned.
- There was discussion of the upcoming meeting in Minneapolis and funding requests from members wishing to attend. It was noted that Bonnie West was coming to Florida in the next week to discuss and analyze Volusia County as a potential location for the NACE annual convention. This analysis would be presented to the NACE membership at their meeting in April.
- It was discussed that this would be FACERS first attempt to get the annual conference to Florida for 2014 and with the positioning of Louisiana and California 2015 seems more likely. Hector noted that Volusia County must participate and offer incentives if we expect this to happen. Janet stated that Ms. West had mentioned that we need more "bodies" at NACE functions and coordination with NACE on the planning and that Ms. West was questioning Florida's commitment level right now. Janet stated that she had assured Ms. West that our commitment level was high and T2 and FACERS were 100% committed to this effort.
- It was decided that Todd Buckles, Scott Cottrell, and Hector would have a conference call with Volusia County on how we plan to "sell" the location to NACE. It was noted that the Volusia County TDC folks need to attend the meeting. There was further discussion of the folks from FACERS that would be attending and the level of assistance FACERS would provide to get them to Minneapolis. It is apparent that we will have 5 members attending: Todd Buckles, Scott Cottrell, Ramon Gavarrete, George Webb, and Fred Schneider. There was some discussion of including Hector Bertran and it was decided that he would attend next year.
- There was discussion of many "Flamingo" items that could be presented to the NACE board during our Florida pitch. It was decided that Ramon and Todd would coordinate with the Volusia TDC and get a game plan. The group unanimously encouraged that the flamingo hats be included in the plan and T2 would help with that.
- There was further discussion of the funding that FACERS would provide to the attendees of this year's NACE Annual Conference. *A motion was made and passed unanimously that FACERS would support 75% of the expenses not paid by each member's County as submitted on the same form utilized by that County to include travel, meals, and registration.*

- It was decided that Hector would meet Wednesday, March 2nd, 2011 with Bonnie West to show our commitment to do what is required to provide manpower and technical support for the Annual Conference when it does come to Florida.
- It was noted that NACE was soliciting sponsorships. Ramon thought a \$250.00 sponsorship was adequate to show support. *A motion was made and passed unanimously to provide a \$250.00 sponsorship to NACE.*

Annual Conference: Fred Schneider

- The group discussed the proposed FACERS Draft agenda for the FAC Annual Conference Meeting to be held June 22-24, 2011 in Orlando, Florida.
- The group thought the agenda was good, however there was some discussions of having FAC place the new FDOT secretary in a time slot on our agenda. All members thought this was a good idea and if not the FDOT secretary perhaps a FDOT District secretary could be included.
- There was some discussion of “field trips” and the perception that our County Managers have of such trips and perhaps this year it may be good not to include one.
- John Newton discussed the issue of declining budgets and his County’s use of “Managerial Accounting”. After hearing John’s procedure the group all agreed that this would be a beneficial topic to have presented in Orlando and John thought they could be ready to present in June.
- There was discussion regarding whether we wanted to continue web broadcasting of the technical sessions. It was decided that we did but we needed Janet to provide additional cost information to make a decision regarding the funding required. This topic will likely be decided through a Board of Directors conference call in the next few weeks.

T Square Updates: Janet Degner

- T2 is hosting the TRB’s 10th International Conference on Low-Volume Roads in July, 2011. Janet provided the group with the information and asked us to all give it to the folks we do business with.

Awards: Janet Degner

- Janet provided the group with a solicitation for awards form and asked us to all please consider nominating a project.

Green Book: Fred Schneider

- The next meeting will be held March 30, 2011 at the Turnpike Headquarters building. The “Bike Chapter” (Chapter 8) will be discussed again. It was noted that FACERS is unanimously opposed to unfunded mandates that the potential revisions would impose. It was noted that District 5 has no “rural” member on the committee. Ramon has been pressing the FDOT to institute Fred as a voting member.

Newsletter: Brian Barnes (Not present)

- Carolyn Steves and Brandi Allegood handled this item.
- The group was informed that Carolyn would be retiring in approximately 2 (two) years but Brandi and Amy Blaida would continue to assist Brian Barnes in newsletter efforts.
- It was reported that the awards application will be in the March newsletter as well as minutes from this meeting.
- Carolyn noted that she needed an application for membership form for the current year to include as well.
- Carolyn noted that she would like George Webb to provide an update on the FDOT/Local Government LAP taskforce to include as well.
- Carolyn noted that all materials the group wanted in the newsletter would need to be submitted by March 4, 2011 to meet publication time frame requirements.

Legislative Issues: Ramon Gavarrete

- Ramon stated that e-verify and an update to Florida Statute 334 regarding roadway classifications were being considered. Ramon stated that in regards to F.S. 334 the FDOT was beginning to wonder why they were doing the things they were doing. They had decided to review their documents further.
- Ramon reported that there was a clarification on e-verify coming out soon and current County employees would not be subject to the process and that an affidavit would cover the Contractor.
- Ramon stated that now is the time to contact your local representatives to Congress to attempt to get some LAP streamlining procedures included in the upcoming appropriations bill.
- Fred and Ramon will attempt to meet next week with Representative Mica's committee staff that is bringing the bill.

Continuing Education: Bill Steves

- Bill reported that everything has been getting reported to the Florida Board of Professional Engineers without issue. He has heard nothing negative and all the members present expressed their gratitude for his efforts.

New Business: Hector Bertran/John Newton

- There was a general discussion of the requirements and duties of the treasurer. It was noted by the group that a one year term is not practical for this position and that John would not even be in a position to properly transfer the duties should a new treasurer be elected in June. There was discussion of potentially making this position an appointed one, extending the term, etc. After much discussion it was decided to leave the position as it is for now and that Bill Steves will coordinate with John on the duties and see what procedures we can put in place to make it less difficult in the future.

- The group then discussed how recent budget problems and Board of Directors members' ever dwindling staffs and additional responsibilities may be detracting from our abilities to devote enough time to keep FACERS as effective as possible. For example, we have less time to coordinate with FDOT and FAC but this coordination is crucial to the group. The group also noted that we have a wealth of knowledge and ability in member John Goodknight who has recently retired and we could really use his abilities. The group thought this may be the first step towards creating the position of "executive director" in the future. The group decided that John Goodknight should create a proposal to include three (3) primary areas of responsibility; FAC coordination, FDOT coordination, and General Correspondence as directed by the FACERS president. John stated he was pleased to do so and thanked the group for the resounding vote of confidence. Action on this item will be taken soon following review of John's proposal.

The meeting was adjourned at 12:59.

FACERS 2/25/12 BOARD OF DIRECTORS Meeting Attendance Roster

<u>Name</u>	<u>Organization</u>
1. Fred Schneider	Lake County
2. Janet Degner	Florida T2 Center
3. Jonathan Page	Nassau County
4. Ramon D. Gavarrete	Highlands County
5. John C. Newton III	Hillsborough County
6. Hector Bertran	Orange County
7. George T. Webb	Palm Beach County
8. John Goodknight	
9. Eugene Calvert	Collier County
10. Jaime Carreon	Florida T2 Center
11. Brandi Allegood	RS&H
12. Carolyn Steves	RS&H
13. Bill Steves	RS&H