

FACERS GENERAL MEMBERSHIP MEETING
Annual Conference
Hilton Bonnet Creek, Jackson Meeting Room
Orlando, FL
June 24, 2011

Board Members Present

Hector Bertran – President *
Fred Schneider – Vice President *
Jonathan Page – Secretary *
John C. Newton – Treasurer *
Todd Buckles – Director *
Ramon Gavarrete - Director*
Scott Cottrell – State NACE Director

Also Present

See attached attendance roster

* Current Board Members

With a quorum present, Hector Bertran called the meeting to order at 8:47 a.m. Hector stated that the first order of business would be to review the updated proposal from Mr. John Goodknight to provide support and liaison services for the organization. The proposal was distributed to the attendees for review while the meeting proceeded.

Secretary's Report: Jonathan Page presented the minutes from FACERS General Membership meeting held November 19, 2010, Board of Directors meeting held February 25, 2011 and minutes from a Board of Directors conference call held March 25, 2011. Minutes were discussed and approved unanimously.

Treasurer's Report: John Newton presented the Treasurer's report in combination with the membership report. John distributed accounting data for the group's account for the period between November 2010 and June 20, 2011. John stated that the year ended in December 2010, however, most revenue comes in well after that and he had even made a deposit in June 2011. John stated that of 44 active members 38 had paid and 22 of those included membership to NACE. He noted that 3 members that include NACE in their membership had yet to pay and he would follow up on that. He noted that at this time revenues were in the range of \$5,500 and expenses were approximately \$4,000. He stated that a budget would be prepared for the next Board of Directors meeting and hoped to have that approved at the general meeting in November. John stated that he would send the current membership roster out soon and check on who has paid their membership or if they are eligible for the "free year" incentive. The free membership program was then discussed. John stated that the practice has been for a free year for sustaining and active/general members and we agreed that attendance has increased and the "free year" program should continue. Mr. Schneider noted that inviting staff local to the meetings was a great idea and some discussion of the professional development hours ensued. It was determined that there was no feasible way to offer professional development hours to individuals attending the conference via the internet. The group then discussed the fact that other

organizations have training for new officers and it was asked if FACERS should as well. There was then a lot of discussion of the most effective means of transitioning officers in FACERS. The group concluded that (as past president) Hector would review and perhaps propose an update to the FACERS by-laws on this matter. *The treasure's report was approved unanimously.*

Committee Reports:

Membership: John Newton (see combined report above)

Scholarships: Bob Gordon

- Bob explained that the scholarship program was set up through proceeds from the NACE convention which was held in Florida in 2004. The endowments were set up to provide a \$1000/year scholarship to a student at each school. He explained that the \$1000 amount seemed to be the “floor” now for most scholarships due to the increased tuition at our state schools. Bob asked the group if we wanted to ask the schools to stop giving out scholarships until \$2000 could be awarded but noted we may not be there yet. Bob then clarified that the endowments were set up with 50% funds from the 2004 conference and 50% from our sponsors. Ramon commented that UCF was doing fine but he would like to see FIU refrain from giving out less than \$2000 as well. *A motion was made to contact the universities and ask them that any amount over \$1000 generated by the endowment be returned to the endowment and if less than \$1000 all money go back to the endowment. (In the hopes that the scholarship amount can grow). The motion passed unanimously and Bob, Ramon, Fred and Hector and Janet were asked to contact the universities in regard to the wishes of the group.*

NACE: Ramon Gavarrete

- Ramon reported that George Webb was previously the state director for NACE but those duties were now being handled by Scott Cottrell due to his recent appointment. George did perform the duties at the recent NACE conference, however. Ramon stated that we received 3 votes and it was a close vote for the NACE national convention in 2014, but that ultimately Baton Rouge, LA was selected for the 2014 conference. The other state that was pushing for the 2014 conference was California and it is expected that California and Florida will both make strong efforts to get the 2015 NACE convention to come to their states. It was agreed that we should send a letter to NACE stating our strong desire and ability to conduct the conference in July 2011. Representatives from Volusia County stated that they have the county manager's support for this.
- Ramon reported that Tony Genecola has retired and Brian Roberts is the newly selected executive director for NACE. Ramon added that the internet streaming capabilities shown by FACERS was of great interest to NACE. *A motion was made and passed unanimously for FACERS to submit a letter of interest to NACE for the 2015 convention by July 15th, 2011. The motion to submit the letter of interest to host the NACE convention for 2015 in Volusia County passed unanimously.*

T Square Updates: Janet Degner

- Janet reminded the group that the Low Volume Road conference was to be held July 24-27, 2011. Janet also handed out the latest T2 training schedule.
- Janet discussed the fact that there seemed to be some confusion on the awards categories. There was discussion of the way to apply for awards and the forms used online. Janet requested that we keep sending any suggestions or comments to T2.
- The presentations from this conference will be posted to the FACERS website soon and it was asked that we send any feedback regarding the website. Jaime would coordinate the feedback and also needed to know whom to contact when he received new membership emails.
- There was then some discussion about the “ask FACERS” question procedure, the mailing list and perhaps the ability for T2 to help with the distribution of questions and the newsletter. Everyone agreed that T2 may be the best central point to distribute items from FACERS to our members. Jaime and John Newton agreed to work together to ensure T2 had current membership lists, etc. for this to work.
- Jaime noted that the old website had a list of scholarship winners and would we like them to be recognized on the new website? There was some discussion about the process to have the scholarship winners shown on the website and links to the individual universities’ websites. Jaime mentioned the releases they need to put scholarship winners information on the website. It was agreed that the members who coordinate with each school would work with Jaime and contact the schools to get a proper release to use photos.

GreenBook: Fred Schneider

- Fred stated that they met in March and there was nothing new to report as the next update was still in process. George Webb explained that the recent governor’s order to halt any rule making was likely the reason for the lack of action.
- It was noted that they are contemplating adding drainage to the Greenbook which is a topic it does not currently cover. The group seemed to question the need for a drainage section in the Greenbook.
- Chris Evers stated that they were looking into having preservation techniques added to the Greenbook. Fred and other members questioned the appropriateness of that and noted the Greenbook is not a specification manual. The appropriate method to get preservation techniques recognized by the State and eligible for Federal funding should be through the specification committee for LAP.
- Fred informed the group that Greenbook training would be held August 3, 2011 in Largo and the session will be taught by Alan Schrumph who was reported to do an excellent job.

Newsletter: Brian Barnes/Carolyn Steves

- Carolyn solicited suggestions and noted we needed more member spotlights. We all agreed that Jaime Carreon of T2 should be spotlighted.

Continuing Education: Bill Steves

- Bill stated that certifications for the sessions would be sent out and posted to the FBPE website in approximately two (2) weeks.
- Bill asked the group if there was any interest in getting a Laws and Rules session in November 2012 and stated APWA was going to do that. It was the consensus of the group for Bill to look into this.
- The group thanked Bill for doing a great job with the CEU reporting, etc. and all expressed thanks for his hard work on our behalf.
- Scott Herring inquired about the ex-officio members of the FAC. In years past the FACERS president was an ex-officio member. Brian Barnes noted that we need to inform FAC not rely on them to ask us. It was agreed that we would send them a letter stating who the new president would be and make sure FAC included FACERS as ex-officio members on their publications.

Old Business: John Newton/Fred Schneider/Hector Bertran

- The group thanked Janet Degner and the T2 center for the terrific work on the updated website. It was discussed that we might like to have the history of FACERS as a link on the website. *Additionally the group made a motion and it passed unanimously to create a FACERS Facebook page and have Amy Blaida set up and update the page.*
- The group then discussed the proposal to retain John Goodknight for communication and correspondence at not more than \$5000/year. It was discussed that FACERS is at a point in time where we need to “step up” coordination with other agencies and have a single point of contact. Ramon explained that we believe \$5000 is a good starting point and this may be the beginnings of having a FACERS executive director. *Ramon made the motion to accept Mr. Goodknight’s proposal and Bob Gordon seconded the motion contingent on adding the Florida League of Cities to the list of agencies to coordinate with. The group also added to the motion the waiving of Mr. Goodknight’s membership fee and to allow the Board of Directors to amend the proposal if warranted. The motion passed unanimously.*

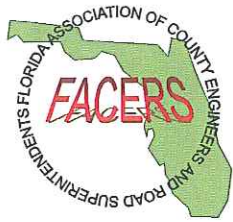
New Business: Nominations and Election of New Officers -

- The following people were nominated for election as officers or directors:
 1. President – Fred Schneider
 2. Vice President – Jonathan Page
 3. Treasurer – John Newton
 4. Secretary – Ryan Douglas
 5. Active Member Director – Todd Buckles
 6. Active Member Director – Gene Calvert
 7. Active Member Director – Doug Gable
 8. Active Member Director – Alan Holbach
 9. Active Member Director – Judy Grim
 10. Sustaining Member Director – Carolyn Steves
 11. NACE State Director – Scott Cottrell

12. NACE Officer – Ramon Gavarrete

- All of the individuals accepted the nominations and no further nominations were made. The group was elected unanimously to their new positions and were sworn in.
- The final order of business was the presentation of Awards
 1. Large Agency/Urban Engineer of the Year – George Recktenwald – Volusia County.
 2. Small Agency/Rural Engineer of the Year (tie) – Shane Whittier - Nassau County and Bill Steves - Madison County.
 3. Public Works Employee of the Year – Donald Reynard – Plant City
 4. Local Agency/State Agency Collaboration – Faith Alcatec – Flagler County
 5. FACERS Team Award – Orange County – Traffic Engineering Division

The meeting was adjourned at 11:50 a.m.



Florida Association of County Engineers and Road Superintendents

FACERS OFFICERS

Hector M. Bertran
(Orange County)
President

Fred Schneider
(Lake County)
Vice President

John Newton
(Hillsborough County)
Treasurer

Jonathan Page
(Nassau County)
Secretary

BOARD of DIRECTORS

Todd Buckles
(Volusia County)

Gene Calvert
(Collier County)

Ramon D. Gavarrete
(Highlands County)

John Goodknight

R. Alan Holbach
(Charlotte County)

Carolyn Steves
(RS&H)
Sustaining Member

PAST PRESIDENT

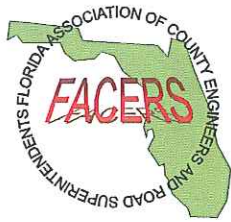
Danielle Slaterpryce

STATE NACE DIRECTOR

Scott Cottrell
(Sumter County)

General Membership Meeting – June 24, 2011 Sign in Sheet

1. Jonathan Page - Nassau County - jpage@nassaucountyfl.com
2. R. Alan Holbach - Charlotte Co. alan.holbach@charlottefl.com
3. John Newton newtonj@hillsboroughcounty.org
4. John Goodknight jgoodknight@bellsouth.net
5. Brandi Allegood brandi.allegood@rsandh.com
6. Russell Shane Parker (Hendry Co) sparker@hendryfla.net
7. George Rechtenwald - Volusia County - grechtenwald@volusia.fl.us
8. Dale Crosby dcrosby2@cf1.rr.com
9. Hector Bertran hector.bertran@ocfl.net
10. Bill Steves Bill.Steves@RSandH.com
11. Carolyn Steves carolyn.steves@RSandH.com
12. Amy Blaida amy.blaida@RSandH.com
13. Bob Gordon rgordon@templeterrace.com
14. Bret Bennett bret.bennett@rsandh.com
15. Ryan Douglass rdouglass@co.walton.fl.us
16. Ramon Gavarrete rgavarrete@hcbcc.org
17. George T. WRBB gwrbb@pbccgov.org
18. Fred Schneider fschneider@lakecountyfl.gov
19. Janet Degner jddegner@ufl.edu
20. Jaime Carreon jacarreon@ufl.edu
21. Gareth M. Klotz gklotz@CumbeyFair.com



Florida Association of County Engineers and Road Superintendents

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(Orange County)
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(RS&H)
Sustaining Member

PAST PRESIDENT

Danielle Slaterpryce

STATE NACE DIRECTOR

Scott Cottrell
(Sumter County)

General Membership Meeting – June 24, 2011 Sign in Sheet

22. Scott Herring sherring@nassaucountyfl.com
23. Jim Stender Jr jstender@lakecountyfl.gov
24. Jeff Thurman jthurman@laconsulting.com
25. Judy Grim jgrim@co.volusia.fl.us
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Bank of America
 Checking Account Status Report
 November 2010 - 20 June 2011

<u>Month/Year</u>	<u>Starting Balance</u>	<u>Deposits</u>	<u>Checks</u>	<u>Ending Balance</u>
Nov-10	\$24,198.38	0	\$268.68 - Ck# 2085 Brian Barnes	\$23,929.70
Dec-10	\$23,929.70	\$2,350.00 12/03 - \$ 100.00 12/22 - \$1,320.00 12/30 - \$ 930.00	0	\$26,279.70
Jan-11	\$26,279.70	\$1,770.00 1/13 - \$830.00 1/14 - \$ 50.00 1/19 - \$270.00 1/25 - \$300.00 1/28 - \$320.00	\$93.40 - Ck# 2086 Trophy Factory \$642.00 - \$642.00 FAC Conference	\$27,314.30
Feb-11	\$27,314.30	\$220.00 2/11 - \$ 50.00 2/28 - \$170.00	0	\$27,534.30
Mar-11	\$27,534.30	\$956.37 3/14 - \$ 50.00 3/15 - \$120.00 3/22 - \$786.37	\$2,040.00 - Ck# 2088 NACE \$ 76.25 - Ck# 2089 Dream Webb	\$26,374.42
Apr-11	\$26,374.42	\$320.00 4/1 - \$ 50.00 4/14 - \$100.00 4/29 - \$170.00	\$797.71 - Ck# 2090 Ramon Gavarette (NACE)	\$25,896.71
May-11	\$25,896.71	\$390.00 5/4 - \$220.00 5/6 - \$170.00	\$170.00 - Ck# 2091 Gene Calvert \$240.00 - Ck# 2092 NACE	\$25,876.71

Bank of America
 Checking Account Status Report
 November 2010 - 20 June 2011

Current Balance as of 21

Month/Year Jun-11 Starting Balance \$25,876.71

June 2011 \$25,852.77

Deposits

\$590.00
 6/1 - \$ 50.00
 6/6 - \$490.00
 6/20 - \$50.00

Checks

\$288.94 - CK# 2093
 Daytona Convention Ctr
 \$325.00 - CK# 2094
 Mark Craft (NACE Pres.)

Cummulative Report

1) Bank of America Checking	\$25,852.77
21-Jun-11	
2) Merrill Lynch Balance	\$6,100.32
31-May-11	
Total	\$31,953.09

Updated 06-11-2011

Proposal for services by John Goodknight as staff to FACERS

TASKS

- a. Serve as main point of contact for FACERS with Florida Association of Counties (FAC), State and federal agencies, and other professional organizations.

This will involve serving as a "clearinghouse" for questions to FACERS concerning legislative matters, technical practices and experiences. Questions will be received and forwarded to membership. I will then follow-up to be sure a response is provided to the requestor. Results of the inquiry will be summarized and made available to the membership through either a direct mailing or in a format that can be posted on the FACERS web site.

- b. Provide coordination between FACERS and the Florida Association of Counties (FAC), State and Federal agencies, and other professional organizations.

This will generally involve arranging meetings, conference calls, and preparation of agendas and follow-up reports associated with special initiatives of either FACERS or other organizations. This is intended to assist, but not replace, the role of FACERS officers and committee members in carrying out their roles.

- c. Assist and/or prepare correspondence of FACERS as instructed by the President.
- d. Other tasks as directed by the President or Board of Directors.

PARTICIPATION IN CONFERENCES, COMMITTEES, AND OTHER MEETINGS

I expect to continue my membership as a Sustaining Member of FACERS. As such, I expect to attend Semi-annual conferences and general membership meetings, and participate in committees as a member (such as the Community of Practice with FDOT). I am also prepared to attend quarterly meetings of the Board of Directors if desired by the Board.

Time spent in participating in these meetings as a member will not be compensated; however, travel expenses associated with these meetings will be reimbursed as outlined below.

COMPENSATION

Time spent performing work outlined in TASKS will be compensated at the rate of fifty dollars (\$50.00) per hour to include incidental office and communications expenses. Additional expenses, if any, will be reimbursed separately.

Travel costs will be paid as follows:

- Cost of Lodging and meals (not to exceed rates aby State of Florida)

- Travel between Gainesville and meeting site (at rate authorized by State of Florida)
- Conference registration fee (if desired by FACERS)

No travel costs will be incurred without prior authorization by the President.

Unless otherwise authorized by the Board of Directors, compensation, including reimbursement for expenses, will not exceed \$5,000 per year.

BILLINGS

Invoices will be submitted quarterly, generally prior to regular meetings of the Board of Directors.