

**FACERS Board of Director's Meeting
Orange County Public Works
Orlando, FL**

September 23, 2016

Attendees: Shane Parker of Hendry County, Fred Schneider of Lake County, Ramon Garravete of Alachua County, Joe Kunkel of Orange County, John Goodknight of Goodknight Consulting, Scott Herring of Nassau County, George Webb of Palm Beach County, Faith Alkhatib of Flagler County, Doug Gable of Polk County, Judith Clark of Monroe County, Ben Bartlett of Volusia County, Tracy Straub of Marion County, Terry Dykehouse of the City of Clermont, Amy Blaida with Whitaker Contracting, Bob Gordon with Whitaker Contracting, Steve Ferrell with HDR Engineering, Lisa Baker Locklear & Associates, Matt LaChance with Ingevity, and Rebecca Price with England, Thims & Price.

Attendees via telephone: Valerie Rogers with FAC, Maria Cahill T2 Center Director, and Jonathan Page of Nassau County,

Call to Order: President Doug Gable called the meeting to order at 10:12 AM

Secretary's Report: Secretary Shane Parker gave everyone a copy of the DRAFT minutes from the July 1, 2016 Board meeting and stated that there were some minor changes to be made to the minutes, and that the revised minutes would be provided at the next board meeting. Steve Ferrell mentioned that the minutes should be revised to reflect that he gave the scholarship update and not Amy Blaida. Shane asked that any comments on the meeting minutes be emailed to him.

Treasurer's Report: Treasurer Joe Kunkel gave the treasurers report and stated we had an ending balance of \$52,596.86 as of August 31, 2016. Motion to accept the Treasurer's report was made by Ben Bartlett and seconded by Fred Schneider. Motion carried.

Committee Reports:

Membership – Joe Kunkel stated the current roster of membership. The current roster consists of a total of 136 members: 44 sustaining members, 6 state/federal members, 16 life members and 70 city/county members. Ramon Gavarrete asked how many city/county members were paying members. Joe mentioned there are approximately 10 free members. Valerie Rogers will provide a list of who paid. Tracy Straub mentioned she didn't receive the financials and Valerie stated she will email the financials and membership list to all the Board members. Joe stated he had a few copies of the financials if anyone wants them. Minor discussion ensued about new members and past members desiring invoices.

Scholarships - Steve Ferrell provided an update via a handout on the four FACERS scholarship programs. Steve stated he recently took over the USF scholarship from Bob Gordon. Stated all the endowed scholarships were in good shape and that no scholarships are awarded if the fund is less than \$25,000. Steve states the scholarship funds are in good shape and that the colleges were in position to award scholarships this coming year.

NACE – George Webb gave an update and stated he attended the last NACE Board meeting in Denver. George stated they are focused on financials and that there will be due structure changes. George stated the meeting was held in conjunction with a rural development transportation workshop. Scott Herring stated the 2017 NACE Conference will be held in Cincinnati, Ohio and that there are seeking nominations for the NACE Safety Award. Ramon Gavarrete states this will be a lifetime achievement award and not just a onetime award for a particular project.

T Squared (T2 Center) - Maria Cahill with the T2 Center stated “listening sessions” were held at various IFAS extension offices. Maria stated 10 counties and 1 regional MPO (Heartland Regional transportation Planning Organization) participated in the listening sessions. A technical assistance report will be delivered to FDOT by the end of the month. Maria requested that if there are any technical assistance and training needs that the board members email her.

Maria stated the T2 Center is about to finalize the execution of next year’s grant for a local technical assistance grant program. Scope includes having an advisory group to help shape the strategic plan for the next five years of the program and is looking for a volunteer to represent FAC. Valerie Rogers asked that Maria share the report with her so that she can share with FAC in their newsletter.

Greenbook – Fred Schneider stated the 2013 Greenbook was adopted in September 2015. Fred stated they are now working on the 2016 Greenbook and that the next Greenbook meeting is in February 2017 at the Turnpike headquarters. Fred stated a summary of the proposed 2016 Greenbook changes are online.

Fred wants to know if anyone wants to be the FACERS representative on the Florida Greenbook committee as he has been the representative for some time. Faith Alkhatib stated she is interested. Ramon Gavarrete made the motion for Faith Alkhatib to be the FACERS representative on the Greenbook committee and Scott Herring seconded the motion. Motion passed.

Maria Cahill stated in regards to LTAP that the T2 Center has done training for the Greenbook and that they are working on updates. Maria stated design manuals will not be updated until next year, and that she is suggesting to FDOT that it would be helpful if there was an up-to-date training module with the current changes through this year with a component as to what changes are forthcoming. Maria wanted input from the board members. Various board members provided input. George Webb stated it made sense to wait until the end of the year to update the materials and Maria agreed. Fred stated the last push was FHWA requiring FDOT to put federal requirements into the Greenbook in regards to Local Agency Program (LAP). Ramon Gavarrete stated the Greenbook would contain a separate chapter for LAP projects and that the Greenbook would not be subject to federal rules. Joe Kunkel stated that he struggles with the FDOT mandating or encouraging complete streets and land use. Faith wanted to know when will we be joining together to discuss this issue. Joe stated if you want FDOT money that has federal dollars (LAP) then you play by their rules. Fred stated the Greenbook committee pushes back on unfunded mandates. Maria stated many counties complain about the LAP requirements and that FDOT is pushing the counties to be LAP certified in order to access CIGP, SCOP and SCRAP funds. Ramon stated the applications for CIGP, SCOP and SCRAP can be deceiving as it makes you think you have to be LAP certified.

Newsletter – Valerie Rogers would like to issue a newsletter every three months that would highlight one public works director or county engineer and one public works project. Valerie would like to issue a meeting recap after the fall meeting to prospective members and the general membership. Amy Blaida stated Lisa Baker would like to get involved and help if needed. Valerie stated she would call Lisa after the meeting.

Legislative Issues - John Goodknight stated at the last meeting the Board passed a resolution to support indexing local gas taxes as an agenda item on the upcoming session and that Ramon Gavarrete gave a presentation. Valerie Rogers stated the subject will be voted on by FAC at the November meeting.

John brought up the subject of cell towers (monopole towers) in the road right-of-way. John stated a third party vendor to Verizon is seeking legislation to allow these towers in the road right-of-way and that AT&T opposes such. Fred Schneider stated that he spoke to FDOT Tallahassee and that their position is monopole towers is not a utility by a definition of the statute. Fred states the Florida Association of County Attorneys is involved in this matter and believes that the League of Cities is involved also. John stated he will be emailing everyone for feedback. George Webb asked if this was on FAC's radar and Valerie Rogers replied yes. Scott Herring stated this is a nationwide issue. George said some municipalities are claiming these structures are a building.

Tracy Straub brought up the proposed medical marijuana legislation (Amendment 1) and states federal funds may be at stake.

George mentions that there is a company who wants to install fiber in their road right-of-way and that they are not a telecommunications company. The company just wants to sell access to their fiber for access to the internet. They denied the permit.

Continuing Education - Amy Blaida states we have two licenses for providing continuing education until May 2017.

Amy stated only one certificate for continuing education will be issued for the meetings instead of multiple certificates. Valerie Rogers asked what the requirements are for topics that require professional development hours (PDH's). Amy stated just a sample agenda.

Steve Ferrell mentioned it is the burden of the engineer in regards to keeping track of PDH's in case of an audit. Discussion ensued about signing in and out of presentations.

Website – Doug Gable stated T2 Center is still supporting FACERS. Maria Cahill stated yes, and that Valerie Rogers and she need to discuss further to ensure proper coordination with FAC.

Awards - Valerie Rogers stated she just emailed the awards information to the awards committee and will be having a conference call in October to discuss.

Old Business:

Tiered Sponsorships of FACERS meeting – Doug Gable passed out Valerie Rogers' presentation of sponsorships. Valerie went over the proposed tiered sponsorship structure of Platinum, Gold and Silver. Scott Herring liked the idea, but was curious if this was the right time and if this was too much for the private sector folks. Amy Blaida stated she felt the time was right and wanted input from the vendors in the room.

Steve Ferrell stated there is a balance and how big do we want to grow. Amy stated there is only one platinum sponsor, but multiple gold and silver sponsors. Scott Herring and Faith Alkhatib both agreed to give it a try and see what kinds of feedback is received from consultants. Rebecca Price agreed the price is reasonable.

John Goodknight wanted to know if the FACERS sponsorship fee is in addition to the FACERS registration fee. Amy replies yes.

Fred Schneider wanted to know if you register for FAC if you had to pay the FACERS registration fee. Valerie stated if you pay the FAC registration fee then you don't pay the FACERS registration fee.

A motion was made to approve the tiered sponsorship structure by Scott Herring and seconded by Joe Kunkel. Motion passed.

New Business:

Asphalt Committee – John Goodknight read some communications from Jim Warren regarding the creation of developing an asphalt sub-committee within FACERS. Topics discussed would be binders, mixes, RAP, etc.

John also mentioned we set up a committee to work as an advisory committee to FDOT on a research project to use RAP in a mix design for low volume roads. John stated we need to beef up of this committee. Ramon Gavarrete asked who the current committee for RAP is and John replied Tracy Straub, Jonathan Page, Press Tompkins, someone from Pasco County, and someone from Alachua County. John suggested some of the staff of the Board members should serve on the committee and only those who can commit the necessary time and effort.

Discussion ensued among the board members. John would like to wrap the RAP advisory committee with the larger asphalt committee. The Board gave consensus to the idea.

LAP Community of Practice – Local Safety Projects Initiative – Focus Group – John Goodknight shared a letter with the Board members from the Chief Engineer of FDOT to the District Operation Directors and Development Directors. John said this letter is a strong statement that FDOT recognizes, as a matter of policy, that FDOT needs to help local governments address highway safety problems.

John mentioned, in regards to LAP, the difficulty of getting straight forward safety projects approved through the LAP process. Fred Schneider questioned which funds and John clarified federal funds in regards to HSIP dollars. Ramon Gavarrete gave some background information on the letter. John stated FDOT is trying to set up a task force or focus group that can find ways to expedite safety projects that are funded by federal aid.

Fred stated FDOT issued a memo that Counties who are not LAP certified can ask the FDOT to do the federal project for you. Scott Herring asked for a copy of the letter. Faith Alkhatib stated it doesn't make sense to purse the LAP funds due to the timeframe involved with FDOT. Discussion ensued.

John stated Joe Santos with FDOT is looking for a FACERS representative from a rural county to serve of the focus group. Scott Herring volunteered to serve. After further discussion by representation within FDOT districts it was stated Ramon Gavarrete, George Webb, Fred Schneider, Scott Herring, Shane Parker and Maria Cahill will serve on the focus group. Discussion ensued further.

*******Brief break for lunch*******

Doug Gable wanted to do a quick round table discussion regarding any issues with LAP. Doug along with other Board members weighed in during the round table discussion. Doug Gable, Fred Schneider, Tracy Straub, and Faith Alkhatib mentioned they were going through the LAP recertification process.

After much discussion, John Goodknight stated it appears there is a difference with LAP across the State among the various FDOT districts.

November FACERS Conference – Program Update – Doug Gable stated this will be the first meeting where FACERS will be charging a registration fee. Doug mentioned that George Webb wanted to advertise that this meeting is a good way to advertise for PDH's. It was stated the dates of the conference was November 30 through December 2, 2016 in Orlando. Steve Ferrell recommended we mention the February 1, 2017 deadline for licensure in the advertisement. Valerie Rogers stated she was planning on sending an email blast to the FACERS membership reminding them of the FACERS registration fee and would be willing to include additional information about the PDH's if the Board members so desired. Consensus was among the Board members to include this information regarding PDH's in Valerie's email blast. George also wanted an article in FAC News and Notes, and Valerie agreed.

Faith Alkhatib discussed presentations. Faith wants to do something different in regards to the presentations like leadership. Amy Blaida mentioned a gentleman from Ardaman and Associates who wanted to give a presentation on public speaking to FACERS. Amy also mentioned a suggested presentation on CEI services by Todd Buckles and Matt LaChance. Faith Alkhatib stated some commissioners mention that FACERS have some interesting subjects, but cannot attend. Ramon Gavarrete stated if we can coordinate our schedules that would be great and to have our breaks at the same time so we can network with our commissioners. George Webb wanted to know if it is time to invite FDOT Secretary Boxold. Faith stated she will work on inviting the Secretary. Scott Herring said if we could not get the Secretary for the fall meeting, then try and get him on the calendar for the June meeting.

Faith asked if we ever pay anyone to present to FACERS and Scott stated no. Faith stated it seems some presentations are not free. Tracy Straub mentioned sometimes a retired State employee will tell you more then when they are working for the State and that they may be an idea for a presentation. George Webb mentioned we have had a good ongoing working relationship with the FDOT Safety Office and to give them a time slot to give FACERS an update.

New FACERS logo - Valerie Rogers went over three different logo options for FACERS. It was agreed by all board members present that Logo Option #3 was the best. Motion was made by Scott Herring to adopt Logo Option #3 and motion was seconded by several individuals. Motion passed.

Adjournment: Meeting adjourned at 1:00 pm.