

**Texas Chapter, APWA  
Executive Committee Meeting**

October 22, 2009

**Item I Call to Order**

President Wood called the meeting to order at 10:00 a.m. The meeting was held at the Fort Worth Club as part of the annual TML Conference. The following officers and guests were present:

Executive Committee:

J. C. Wood, Jr.	Nancy Beward
Steve Gillett	Kristina Ramirez
Marsha Reed	Ron Harper
Ronnie Bates	Tim Tumulty
Tom Wendorf	Richard Martinez
Sharon Valiante	Jeff Ground
Bobby Balli	

Guests:

Daryl Cole	Lori Dullnig-Warlen
Matt Singleton	David Fain
James Winward	Carl Bowker
Linda Huff	Eric Dargan
Wade Benton	Robert Canterbury
Jim Foster	John Espinoza
Brian Van Norman	Caleb Thornhill
Jason Watts	James Ballowe
Terry Kastleman	Pat Riley
John German	Richard Ridings

**Item II Introductions**

President J. C. Wood thanked Marsha Reed for her work on the excellent TML Affiliates Day Program and breakfast. Mr. Wood recapped the eventful year and expressed appreciation to the Board for a productive year. Mr. Wood welcomed guests including Brian Van Norman of national APWA.

**Item III Review and Approval of Minutes**

The minutes from the 6/10/09 Board meeting were read and approved.

**Item IV Old Business**

**A. Strategic Plan Update**

**J. C. Wood, Jr.**

Kristina Ramirez provided a membership survey to the Board. Two Top Ten (population) cities, Pharr and League City, have joined APWA. 140 new members come to the Texas Chapter from the public sector. Steps have been taken to organize the membership database according to Branches. This update is currently current and to remain current, Ms. Ramirez asked Branch membership Chairs to update this national database. A more thorough updated membership report will be presented to the Board by co-chair Terry

Kassleman after the TML meeting. Kristina is in need of membership input from all Branches.

Wade Benton gave the Board an update on the Educational goals of the Strategic Plan. Mr. Benton introduced the Technical Committee Chairs to the Board. Lori Dullnig-Warlen, Caleb Thornhill, James Ballowe, John Espinoza, and Carl Bowker. Mr. Benton announced that new technology to be used by the Education Committee and a new process of identifying programs is being established. He also announced that selection of Short Course educational programming is underway.

Kristina Ramirez asked if the membership survey provided the Education Committee with valuable information and Mr. Benton responded that during the Workday the Education Committee would address the significance of PDH's brought out in the survey.

## **B. Congress**

**Jim Foster**

Mr. Foster announced that Congress attendance was down in Columbus and plans are underway for the 2010 Congress that will be held August 15-18 in Boston. The Texas Chapter dinner was well attended with individuals from Arizona and Oklahoma attending.

Discussion regarding the Boston Congress Chapter dinner was held and it was established that Bobby Balli would coordinate the effort. Large attendance is expected.

## **C. DBIA Conference**

**J. C. Wood, Jr.**

The DBIA Annual Conference will be held April 19-21 in Grapevine at the Gaylord. The TPWA Board of Directors voted to co-sponsor this event and steps are being taken to complete obligations of sponsorship including sending list of membership and providing a registration link on the TPWA web site.

## **D. 2008 Annual Conference Partial Payment**

**Tim Tumulty**

Mr. Tumulty announced that based on June Board discussion, \$6500. was received from the Southeast Branch. The second installment will be due February 2010. Mr. Wood expressed his appreciation to the Board for resolving this situation.

## **E. Approval TPWA Field Awards/ Environmental Award**

**Linda Huff**

Linda Huff presented the revised Field Award and Environmental/Waste and Waste Water Excellence Awards for approval by the Board. **Ron Harper made a motion and Nancy Beward seconded the motion that four field awards be added to the TPWA award program as well as a change in title to existing Environmental award to Environmental/Waste and Waste Water. The motion was approved.**

## **Item V President-Elect**

### **A. Scholarship**

**Jeff Ground**

Mr. Ground announced that one Texas Chapter academic scholarship is currently being processed. He asked Branches to review current Branch scholarship applications to insure that scholarships are not restricted to APWA members only.

## **B. Public Relations**

## **Written**

Kim Arnold submitted a written report stating that all strategic plan goals were met by the Committee. Nancy Beward will lead discussion during Workday regarding the public relations components of the Strategic Plan.

### **Item VI Vice President**

### **Ronnie Bates**

#### **A. 2009 Annual Conference**

#### **Daryl Cole**

Mr. Bates introduced 2009 Annual Conference Chair Daryl Cole. Mr. Cole thanked the Board for the vote of confidence and expressed how much the Committee enjoyed putting on the Conference for TPWA. He offered a special thanks to Richard Ridings and Tom Wendorf for the support they provided during the planning process. The Conference had 27 sponsors—with the City of El Paso sponsoring at a \$40,000. level. Mr. Cole stated that in the selection process, he presented a \$250,000. budget and when all was said and done the budget reflected \$246,000. Sponsorship income was \$121,000. There were 83 exhibitors and 240 delegates at the Annual meeting. Mr. Cole was pleased to turn books over to the Chapter and presented President Wood a cashier's check for \$111,449.35 Mr. Cole welcomes discussion with the Grapevine Conference planning group while he is in town. Mr. Wood expressed the appreciation of the Board and his experience that everyone involved with the El Paso Conference had decided that they were going to put on a great conference. Mr. Wood also acknowledged the value of discussion and the eventual Board decision to go to El Paso.

Mr. Cole acknowledged that the event was a true team event and stated that the State Chapter had contributed to the success. He specifically thanked Education Chair Wade Benton.

Mr. Cole announced that numerous individuals in the El Paso area are interested in putting together a local Branch. There has not been time to accomplish this and Mr. Cole assured the Board that this will be done in short order. The Branch will be a great partnership between the private and public sectors. Board members offered assistance and Mr. Cole stated that valuable information has been provided by Tim Tumulty.

#### **B. 2010 Short Course**

#### **Bobby Balli**

Mr. Balli announced that the Short Course will be held in Tyler. The hotel, keynote speaker and dates have been established. The Course will be held on February 15-16<sup>th</sup>. Volunteers will be needed. On behalf of the North Central Branch, Jeff Ground will be working on a Scholarship event for Monday evening. Mr. Balli has asked for a volunteer from the Southeast Branch to join in the planning process. We will need support of the Board to assist since there is not a local Branch. Mr. Balli asked for approval of Short Course registration fees. **Steve Gillett motioned and Ron Harper seconded the 2010 Short Course fees of \$199 (early) \$250 after January 14 full Short Course, \$129 (early) and \$179. for one day registration after January 14<sup>th</sup>. The motion passed.**

Mr. Balli asked for approved sponsorship amounts. **Steve Gillett made motion to offer the same sponsor levels Bronze \$500, Silver \$1000, Gold \$1500, and Platinum \$3600. Ron Harper seconded the motion and the motion passed.** Based on space limitation sponsor tables will be provided for silver sponsor up.

Mr. Balli reminded the group that the Board is in need of Branch participation in the planning of the Short Course. He asked that all Board members reach out to individuals in the East Texas area to encourage participation in the Short Course.

### **C. 2010 Annual Conference**

**Matt Singleton**

Matt Singleton reported that progress is being made on the Annual Conference that will be held at the Gaylord Hotel in Grapevine June 23-26. Mr. Singleton reviewed the program stating that arrangements have progressed regarding Family Night and Spouse program. Mr. Singleton requested the \$5000. seed money so the Committee can go forward with financial obligations. **Jeff Ground made the motion to approve \$5000. seed money to be presented to the 2010 Annual Conference Planning Committee. The motion was seconded and passed.**

### **D. Branch Reports**

**Written only**

Mr., Jeff Ground presented North Central Branch by-law revisions for Texas Chapter approval. Jeff Ground made a motion and Ron Harper seconded the Texas Chapter approval of the by-law revision. The Board approved the new by-laws.

### **E. Education Committee**

**Wade Benton**

Wade Benton reported that a list of programs has been submitted by the City of Tyler for the Short Course. Mr. Benton will send notification of sessions and speakers to the Board. He noted that Board assistance will be required since there is not a local Branch to support the education effort. A list of sessions is due at Headquarters by November 1 for publication.

### **F. Technical Committees**

No report.

### **G. Chapter Dinner**

**Nancy Beward**

Nancy Beward reported that the Chapter dinner was well attended, attendees had a good time and the cost was lowered based on two generous sponsorships. Ronnie Bates personally thanked Nancy Beward for her assistance in planning the event.

### **Item VII Secretary**

**Bobby Balli**

#### **A. Membership**

**Kristina Ramirez**

Report given Item IV A

#### **B. Participant Editorial Committee**

**Bobby Balli**

Bobby Balli presented a proposal from Weatherhead Custom Publishing to produce the Participant Magazine for the 2010 year. **A motion was made and approved to continue one year contractual relationship with Weatherhead.** Weatherhead will produce four Participant Magazines in 2010.

#### **C. Web Site Report**

**Written**

#### **D. Headquarter Report**

**Written**

## **Item VIII Treasurer**

**Tim Tumulty**

### **A. Financial Report**

Mr. Tumulty reported that the 2009 expenditures and income are within the 2009 budgeted amounts. He called the Board's attention to the financial report that is included in the Board packet. Mr. Tumulty asked for Board comments and concerns. None being expressed, Mr. Tumulty introduced the 2010 budget for approval.

### **B. 2010 Budget Approval**

Mr. Tumulty presented the proposed 2010 budget. Mr. Tumulty noted the line item to pay for the BBQ on the budget and asked for permission to consolidate two items that address Public Works Week. With this consolidation, **the Board approved the 2010 budget.**

## **Item IX Trustee**

**Sharon Valiante**

Sharon Valiant thanked the City of Fort Worth Recovery for stepping up to man the booth. The booth handout was a popular luggage tag. President J.C. Wood presented luggage tags to all present Board members and guests.

## **Item X Past President**

**Steve Gillett**

### **A. PACE Award**

**Steve Gillett**

Mr. Gillett expressed appreciation for the Texas Chapter delegation who accepted the PACE award for him at the APWA Congress.

### **B. Election results 2010 Officers**

**Steve Gillett**

After delivering a humorous recap of the election process, Mr. Gillett announced the result of the 2010 election. The elected officers will be Nancy Beward, President; Ronnie Bates, President-elect; Bobby Balli, Vice-President; Tim Tumulty, Treasurer, Tom Wendorf, HOD Delegate; Ron Harper, HOD Alternate; Marsha Reed, TML Representative and Kristina Ramirez, Trustee, and J.C. Wood, Jr., Past President.

### **C. Renewal of Headquarters Contract**

**Steve Gillett**

Mr. Gillett reported that the Headquarters Contract Review Committee has met with Causey Consulting and is prepared to present the Board with a new three year Headquarter Services contract for approval. The changes to the current contract are: move effective start date to January 1, increase annual contracted payment to \$48,000., removes all reference to any fundraising tasks by Chapter Administrator, and the inclusion of a detailed listing of expected Causey Consulting tasks. The new contract reflects a continuation of 3 year automatic renewal, with 30-day right to terminate clause, annual performance review with annual increase based on the annual CPI, continued monthly compensation for office space and equipment, and the monthly reimbursement of office expenses and travel. The contract for Short Course remains the same.

**Mr. Ground made the motion that the contract be approved as presented. Mr. Harper seconded and the motion carried.**

## **Item XI APWA Delegate**

**Tom Wendorf**

Mr. Wendorf reported on the House of Delegates meeting. Much discussion was held regarding the future picture of Congress and our professional association. There was additional discussion regarding the need to have contested elections. Mr. Wendorf announced that the 2010 Spring House of Delegates meeting will be held in Dallas. Mr.

Wendorf expressed interest in having Texas Chapter support of this meeting that will be held in May.

There was much discussion regarding how to maintain relevancy of membership. Mr. Wendorf, Mr. Harper and Mr. Foster are all open to input from the Texas Chapter membership regarding this issue. It was discussed that LEED certification and sustainability are to be main areas of emphasis for our membership—and thus our organization.

**Item XII TML**

**Marsha Reed**

Report given.

**Item XIII New Business**

**A. El Paso Branch**

**Daryl Cole**

Report given.

**B. Invitation Larry Koehle**

**J. C. Wood, Jr.**

Mr. J. C. Wood has sent a letter on behalf of the Chapter inviting APWA President Larry Koehle to the 2010 Annual Conference. Mr. Wood has not received a response at this time.

**C. TTI Hall of Fame Nomination**

**J. C. Wood, Jr.**

Mr. Wood announced that Texas Transportation Institute initiated a Hall of Fame in 2000. Each year new members are added to the Hall of Fame. This year, a nomination was submitted on behalf of Mr. Arnold Oliver. This nomination was prepared and submitted by J. C. Wood, Richard Ridings and John German representing the Texas Chapter.

**Item XIV Other**

All guests and Board members were invited to join the Workday group for lunch in the adjoining room. The Workday will begin immediately after lunch.

**Adjourn**

There being no further business, the meeting was adjourned.