



## **BUSINESS MEETING (General Membership Meeting)**

Downtown Holiday Inn - Everett, Washington  
Thursday, April 12, 2007 - 3:30 p.m.

### **MINUTES**

**1. Call to Order**

The meeting was called to order at 3:35 PM by President Dave Mandyke.

**2. Additions to the Agenda**

There were no additions to the agenda.

**3. Secretary's Report – Tina Nelson**

Minutes from the October 20, 2006 meeting were not available. They will be available for the October 12, 2007 meeting in Spokane.

Meeting minutes are posted on the chapter website.

**4. Treasurer's Report – Jay Burney**

On March 29, 2007 the chapter had \$186,187.11 in assets, distributed as follows:

Checking	\$ 20,149.47
Savings	\$ 52,116.79
CDs	\$ 113,920.85
<b>TOTAL:</b>	<b>\$ 186,187.11</b>

Jay B pointed out that this included \$39,992.00 for the Jack Pittis Scholarship Fund.

A motion was made by Tina Nelson to accept the treasurer's report. The motion was seconded by Joy Maurice. The motion passed unanimously.

**5. Vice President's Report – Mike Terrell**

No report

**6. President's Report – Dave Mandyke**

*Chapter Magazine:* We need articles and continued advertisement. A great opportunity to get published. Deadline for the summer issue is April 25, 2007. We have writers, and are open to ideas and suggestions. Gwen Maxfield asked if we have abstracts that can be published.

*National Public Works Week Luncheon:* At this meeting we will recognize Bill Pugh as a Top Ten Leader, award the very first Jack Pittis Scholarship, and present Project of the Year awards.

*Committees:* Dave M thanked all the committees for their important work and for the chairs being here to report on their activities. The board will be asking committees for year-end reports.

*Congress in San Antonio:* Dave M encouraged members to attend, a great opportunity. Our chapter will be hosting a joint chapter dinner with Oregon – look for more information to come from Vice President Mike Terrell.

*E-mail Voting:* The Board discussed e-mail voting on urgent board decisions, and will be looking to see if it requires a change in the chapter By-Laws or at the National level.

**7. Chapter Liaison's Report – John Carpita**

Our membership is the highest it has ever been, with 1,185 members. The board has approved a contract to host the technical sessions on a website. John is hoping to add sessions from this conference. Handouts from sessions will be posted on the website.

John C thanked Tina Nelson for her review of the website. We are open for comments and ideas on the website. If you find something that is incorrect, think of something that is missing, please let us know (as in John C, Tina N, or Holly Stewart).

**8. Delegate's Report – Craig Olson**

No report

**9. Committee Reports**

**a. Construction Management – Dennis Brunelle**

It has been a busy 6 months for this committee. A new subcommittee is being formed on utility coordination. Anita Yurovchak is leading the effort. This new subcommittees co-sponsored the pre-conference workshop last Monday.

Worked with the Utility Contractor Association of Washington (UCAW) on a mock-bid. A well received event that the committee would like to try and make an annual event.

They will provide one technical session at the fall conference in Spokane. Their meetings rotate up and down the I-5 corridor. For more details see attached report.

**b. CM Contract Administration Subcommittee – Sheri Zimny**

John Carpita reported that the Contract Administration subcommittee had added a venue in Camas. 15 more certificates for completing 30 hours of training have been award and there are now over 40 certificates awarded. These mini-workshops are well attended.

**c. Construction Standards Committee – Jerry Brais**

No report

**d. CS Division I Subcommittee – Kristina Nelson**

Tina N reported that the committee has its website up and running, see handout. The committee held meetings on February 1, and March 8. The next meeting will be on May 10, 2007 in Auburn. KBA has been hired to support the committee with the writing of GSPs. WSDOT has committed to putting the APWA logo on the outside of the 2008 Standard Specifications book.

**e. CS Division 7 Subcommittee – John Weise**

No report

**f. Transportation – Peter DeBoldt**

No report

**g. Rail Subcommittee – Mike Cowles**

No report

**h. Management & Public Administration Committee – Art Louie**

The committee has sponsored seven monthly meetings, the organizing group meets 45 minutes before the monthly meetings to discuss programs etc. It is the organizing group that makes the great programs happen.

Art L spoke about attendance at the meetings and noted that there is a lack of agency participation. Why may that be? Art is trying to find out.

High School students attending the Transportation Forum are reporting back to their principals/school board that they had no idea about the impact that Public Works has on their quality of life.

For more information see attached report from the committee.

Dave M commented that MPAC is a very committed committee and encouraged them to keep providing their great programs.

**i. Stormwater Management – William Derry**

No report

**j. Technology Implementation – Randy Brackett**

Randy B pointed out that **Technology Solutions** is the actual name of the committee. At this Conference the committee did a program presentation (technical session) with GIS. The committee is looking at continued sustainability with technology. There is a proposal out to provide solar power cells in the pavement.

The APWA/AGC Golf Tournament is on track. The cost is \$50/person and is an attempt to improve relationships between the two organizations.

**k. Solid Waste – Dwight Miller**

No report

**l. Security/Emergency Management – Timothy Heydon**

No report

**m. Wastewater – Jena Gilman**

No report

**n. Awards Committee – Gary Phillips**

Gary P presented that the committee now has three members; himself, Jill Marilley, and Pete Capell. Gary P was disappointed with the number of applications received this year. For the project of the year he only received four (4), compared to 14 last year. The quality of the projects and the submittals are good, but we need to figure out how to get more submittals. Maybe we need to explain the process better. There is a significant amount of effort required to complete the application, especially if the project is going to be well received at the National level. We have a technical writer that can help, and the board has approved some money to pay for this help.

Gary P thanked Glenn Cutler, who recently resigned from being co-chair, for all his work on the awards.

Nominations for the individual awards are due. James Robertson and June Rosentreter awards will be awarded this fall, rather than now due to lack of nominations.

Gary P recognized Bill Pugh's Secretary, Donna Stewart, for putting together a nice application for the Top Ten Public Works Leader nomination. Bill did the work, but without a well organized presentation of the work/accomplishments it wouldn't have been the same.

**o. Scholarship Committee – Tom Skillings**

Tom S reported that a total of \$10,000 in scholarship money will be awarded this year, divided into five (5) scholarship at \$2,000/each. The process is all electronic and the information was sent to the colleges in January and so far 10 applications have been received.

Applications for the Jack Pittis scholarship were sent out in March. Four applications have been received. The criteria for the scholarship is being fine tuned with input from the board. The amount to be awarded for next year has been raised by the board to \$10,000. To sustain this scholarship at \$10,000 will require a fund raising campaign. The committee is looking for volunteers to find ideas and would like to see an event at each conference rather than asking for money.

Working on an educational outreach with a scholarship component with Washington State Department of Transportation (WSDOT).

**p. Conference Programs – Mike Clark**

Fantastic sessions, we had 50 submittals for the 24 slots. Mike C commented that Art L and Jeanie R were great to work with and it went very smooth.

Jon Davies is the new co-chair of the committee.

**q. Education Committee – Joy Monjure**

Joy M says that the committee is trying to find who they are and what to focus on. They are looking at information packets for schools, putting an add in the Steps magazine (AGC) same as in the PW magazine, and producing a video to try and get kids into Engineering. Lots of participants here at the Conference have provided good material for the video.

Dick McKinley thanked Dave M for turning his hotel room into a video studio. The committee doesn't intend for, or want, this video to be all about Bellingham and their projects. If you have a good project, the 'video team' would like to come and shoot some footage of it for the video.

**r. Nat'l PW Week Luncheon and Area Meetings West – Dan Dawson  
& Courtney McFadden**

The speaker is not confirmed.

John C reminded Dave M that there is area meeting east in June.

**r. Exhibitor's Group – Kelly Robinson**

No report

**s. Membership Committee – Robert Brock**

The committee has tried to target city's that didn't have full membership to encourage them to fill their allowance. There are second timers here thanks to the connection that the committee made. Over 50 first timers, which is exciting to see.

Participating with 9–10 other chapters in quarterly conference calls with Nationals to get something started on student activities. All chapters have similar concerns, how do you get started on this?

Trying to get into colleges, not to compete with ASCE, but maybe there is a way to work together with them.

The committee followed up with all but two First Time attendees from last conference. This time it may take a bit longer since there was such a large number.

For more information see attached report.

**t. Washington State History – Robert Moorhead**

Dick Warren volunteered to write a history about how the history book came about for an article in our Magazine.

**u. Governmental Affairs – Kathy Robertson**

No report

**v. National Diversity Liaison – Jill Marilley**

Nationals continue to work on formalizing their agenda on this. Very little has happened.

**w. International Coordination – Hal Thomas**

Hal T reports that the committee has been in hibernation but is trying to come back.

Dave M thanked the committee chairs for attending and for the work that they all do.

**10. Old Business**

**a. Future Chapter Conferences**

1. Fall 2007, October 9-12, 2007, Davenport Hotel, Spokane – Dave Mandyke
2. Spring 2008, April 1-4, Ocean Shores Convention Center – Mike Terrell
3. Fall 2008, October 14 -17, Marcus Whitman Hotel & Conference Center, Walla Walla – Mike Terrell
4. Spring 2009 – Tina Nelson
5. Fall 2009, October 20-23, Three Rivers Conv. Center, Kennewick– Tina Nelson

**11. New Business**

**a. Resolution of Appreciation – Dave Mandyke**

Assuming that there isn't another global warming depressing speech, we can assume that the entertainment will be great so I (Dave Mandyke) move that we accept and present this resolution to the organizing committee. The motion was seconded by Gwenn Maxfield. The motion passed unanimously.

Gary Phillips presented the award to Jeanie Roberts.

Dave Mandyke thanked Jeanie Roberts for being an instant responder.

John Carpita thanked Jeanie for being so prompt and organized.

**12. Good of the Order**

Nothing

**13. Adjournment**

Next Business Meeting, Friday, October 12, 2007, Davenport Hotel, Spokane

Attachments/Hand-Outs:

Agenda

Construction Management Committee Report

Div 1 Subcommittee website

Management and Public Admin Committee Report

Membership Committee Report