



AMERICAN PUBLIC WORKS ASSOCIATION

Your Comprehensive  
Public Works Resource

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July 8, 2019

Mr. Rodney Cahill, LEED AP, PE  
Principal  
MME  
224 Walnut Ave Ste B  
Santa Cruz, CA 95060-3836

Dear Rodney,

Congratulations! The Monterey Bay chapter has been selected as a recipient of the Presidential Award for Chapter Excellence (PACE)! In recognition of the chapter's impact on APWA's membership, service to chapter members and advancement of public works, thank you all for what your chapter is doing.

The PACE award will be presented to your chapter at the APWA Awards Recognition Ceremony, held in conjunction with APWA Public Works Expo (PWX) in Seattle, Washington. The ceremony will be on Monday, September 9, at 5:00 p.m. at the Washington State Convention Center. To make the necessary preparations, please fill out the participation form, using the link below by Monday, July 22, 2019.

<https://www.surveymonkey.com/r/LNM235N>

We look forward to recognizing your chapter's contributions in Seattle. If you have any questions or need additional information, please contact Rhonda Wilhite, Awards and Chapter Relations Associate at 800-848-2792 or by email at [rwilhite@apwa.net](mailto:rwilhite@apwa.net).

Sincerely yours,

A handwritten signature in black ink, appearing to read 'D. Lawry', is written over a light gray background.

David L. Lawry, PE  
APWA President

Copies: Debbie Hale, Chapter Delegate  
Shan Ahmad, Region Director

PRESIDENT  
David (Dave) Lawry, PE.

EXECUTIVE DIRECTOR  
Scott D. Grayson



June 1, 2018

David L. Lawry, PE  
2018-2019 APWA President  
(via electronic submittal)

**RE: Monterey Bay Chapter Nomination for 2018 PACE Award**

Dear President Lawry:

Thank you for your consideration of the Monterey Bay Chapter's nomination to receive the *Presidential Award for Chapter Excellence* for its activities in 2018.

Our small Chapter continues to build on its past success with respect to membership, member education, public outreach, and student development. I am very proud of the 2018 Board of Directors and their accomplishments for the year. I hope that you and the APWA Board of Directors can join me in congratulating their achievements with a PACE award.

We continued to emphasize and expand many of our initiatives, which began in 2015, including the student internship program, our public advocacy activities, and our focused education and training programs. With the brighter economy, and public and private membership budgets increasing, our membership has continued to grow each year for the past eight years. I credit that growth and sustainability to our enthusiastic volunteers who keep APWA in the Monterey Bay an attractive and important organization for professionals, regardless of their work status.

Thank you for the opportunity to submit this application as it also gives us a chance to reflect on our accomplishments and work towards continuing excellence in public works. Please feel free to contact John Wallace our Director of Awards at (805) 544-4011 or at [Johnw@wallacegroupo.us](mailto:Johnw@wallacegroupo.us) if you have any questions about our application.

Sincerely,

A handwritten signature in black ink that reads "Rodney Cahill". The signature is written in a cursive style.

Rodney Cahill  
President, Monterey Bay Chapter 2019  
APWA Monterey Bay Chapter



<http://monterey.apwa.net>

## Presidential Award for Chapter Excellence (PACE) Award

### APWA Monterey Bay Chapter Nomination for 2018 Chapter Activities

Submitted: June 3, 2019

#### *2019 Board of Directors*

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Rodney Cahill,  
MME Civil + Structural Engineering

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**Past President**

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**Secretary**

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Debbie Hale, TAMC

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**Training Director**

Jorge Aguilar, Wallace Group

**Membership Director**

Josh Spangrud, City of Santa Cruz

**Young Professionals Director**

Samantha Vroomen,  
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**Golf Tournament Director**

Frank Lopez, Harris & Associates

**Newsletter Director**

Patrick Dobbins, City of Gonzalez

**Website Director**

Diana Garrett, Harris & Associates

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Mike Niccum, Pebble Beach CSD  
Robert Russell, MNS Engineers  
Riley Gerbrandt, Santa Cruz County



# APWA PACE AWARD NOMINATION

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**ATTACHMENTS:**

- Cover Letter
- Chapter Best Practices Matrix
- Chapter Goals for 2018
- Training Flyer
- 2019 Chapter Calendar



## **MONTEREY BAY CHAPTER EXECUTIVE SUMMARY - 2018**

We are excited to report that the APWA Monterey Bay Chapter had an outstanding year in 2018, and we have continued to build on that success in 2019. The Monterey Bay is a small but strong public works community. Our strength was apparent in 2018 with increased membership and excitement at our events. The public works buzz around the bay was electric!

Our innovative programs, public outreach, and social activities positively impact the greater Monterey Bay APWA membership, profession, and community in their endeavors as engineers, planner, contractors, and public works officials. Our goal to bring the next generation into leadership roles is being realized with many of our younger members taking critical roles advancing the public works community vision.

As requested in the application guidelines, we have prepared this **Executive Summary** to illustrate the ways in which our Chapter is accomplishing goals in two main categories:

- 1) ***Innovative programs and efforts, which were implemented, and resources allocated to support Chapter capacity impacting members, potential members and the community in the past year.***

### **ADVANCING LEGISLATIVE GOALS**

A Primary goal of our chapter has been to positively advocate legislation that brings funding into our community.

#### **Steps we have taken to advance legislative goals:**

- In 2018, our Chapter continued to be very active in the **CA Legislative Review Committee** by networking with chapter members, participating in a bi-monthly phone conference with all California Chapter representatives to review currently proposed legislation, and publicizing the schedule for important voting dates concerning the legislative process in our newsletter and at our general meetings. Our legislative review has let us track important bills across the state, and those affecting the Monterey Bay Area. While primarily tracking transportation bills, we also track other legislation of significant impact to Public Works.



- Representatives from both public agencies and private firms participate in our monthly conference calls to provide their perspective on legislation. As a result, the Chapter coordinated letters to all levels, both state and federal, regarding these issues and were **successful in supporting major transportation funding in 2018**.
- Once consensus is reached, we provide letters to legislators successfully urging the passage or defeat of a bill. One example bill that was defeated would have let **private wireless services** pre-empt the use of public rights-of-way throughout the state.
- The Monterey Bay Chapter was proud to have member **Debbie Hale serve as a National Representative for APWA in 2018**, as well.

#### **COMMUNITY OUTREACH/EDUCATION**

The Monterey Bay region has a rich and diverse community, and we have worked hard to provide a wide array of educational programs, venues, and media to bring awareness of the benefits and services provided by our public works agencies.

#### **Continued steps we have taken to provide outreach/education:**

- We **continued to increase the content and distribution of our newsletter** to include both job announcements and more article content.
- Our Board reached out to more agencies to make **presentations for Public Work's Week**. A total of **20 local and regional agencies adopted proclamations for public works week**, and a board member was present at **15** of the presentations to receive resolutions.
- We continued **outreach to some of the less active local agencies**. As an example, Chapter members reached out to our smaller districts such as water districts and school districts to attend Chapter meetings in their area. As a result, our meeting attendance increased and we recruited new members.



- We expanded our **community participation** by sponsoring toys for tots, MATHCOUNTS, beach clean-up and science workshops for younger children.
- Due to the current high demand for consultants for professional services our **training committee** focused on hiring and awarding public jobs in a **“Forum on Consultant Hiring and Qualifications Based Selection”**.
- The pride of our chapter is the strength of the **scholarship and internship program**. We have supported many youths during their education and seen them return as prominent engineers in our community. We use the money raised from our golf tournament and general meetings to fund our scholarship and internship program. We also **memorialize a prominent local engineer** and former President of the Monterey Bay Chapter, now deceased by awarding a scholarship in his name.
- We helped fund the **Engineers Abroad** program run by the local community college engineering program and they presented on their project at our largest meeting of the year.

2) ***Areas addressed in the past year to improve Chapter capacity and/or addressed to take the Chapter to the next level in achieving excellence.***

- We have increased both age and gender diversity by adding youthful directors and female directors to our Board. Of our 19-person board we currently have **six female board members and four YP age board members**.
- We **continued to provide training for the Board** on how to better access the techniques and tools of social media and how to access the National and Chapter websites. We are successfully using the website and cloud services such as Dropbox to support our work.
- The Board of Directors made a concentrated effort to **attend other Chapter meetings**, including the Northern California, Silicon Valley and Central Coast Chapters, to meet and discuss example events and common problems such as the APWA website. Several of our Directors actively participate in the Central Coast Chapter to coordinate activities and legislative positions.

- Our **YP program has been strengthened** with continued strong leadership and more activities.
- Board representatives responded to National regarding their inquiries about **APWA best practices**.
- We submitted a record number of National Award nominations from our Chapter, **receiving the PACE award for the 11<sup>th</sup> year in a row**.
- Our awards program for 2018 was an outstanding success resulting in **6 submittals to National with two being selected for National recognition at the 2019 PWX**.



*Board Retreat and Strategic Planning Session to establish Chapter goals for the year. Chapter Secretary, Kacey Held, holds a captive audience.*

## MONTEREY BAY CHAPTER APWA PACE AWARD NOMINATION

### INTRODUCTION

Below we have outlined our chapter goals, successes, and areas to improve. The format follows the national submittal guidelines as follows:

- I. Membership
- II. Service to Chapter Members
- III. Advancement of Public Works and Sustainability
- IV. Service to the Community

The Monterey Bay Area encompasses nearly 750,000 residents within the coastal **counties of Monterey, Santa Cruz and San Benito**. The Monterey Bay Chapter of APWA represents over 170 public works professionals in the public and private sectors. Located south and west of Silicon Valley, California and about 100 miles south of San Francisco, the Monterey Bay Chapter supports public works for a \$5 billion/year agricultural industry, world-renowned \$3.7 billion/year visitor/tourist industry, and eight educational institutions including the University of California campus in Santa Cruz, a California State University campus on the former Fort Ord near Seaside, four community colleges distributed throughout the 3-county area, and two major military post-graduate and language training institutes.

Along with major transportation projects, water supply has been a growing and continued concern in our communities. The local water districts have been struggling with new and innovative ways to provide water for their constituents at an affordable rate while maintaining a cost structure that allows for adequate maintenance of their infrastructure. Many of the communities in the area rely solely on surface water from local watersheds and from aquifers. The community has weighed in with much debate on building desalination plants, providing recycled water for ground water recharge, and seasonally sharing water between districts.

The impact of supplying clean and consistent water to our community has put a stress on the ecosystem. The inland Salinas Valley has seen subsidence from overdraft of the aquifers and salt water intrusion has begun in the lower coastal aquifers. Our chapter has been involved in local meetings and design proceedings to plan for sustainable solutions to the water issues impacting our communities.

Water has been either feast or famine with the local communities going from drought to flood. Our agencies have led the way to incorporate complete street management through on-site retention of storm water. Implementing new storm water management techniques has seen a fair share of resistance from contractors and designers. However, our public agencies have met the challenge by working with the development and construction entities to reduce flood damage and costly infrastructure inundation during times of significant precipitation.

On a local level, an abundance of projects ranging from street improvements to environmental projects were completed this year, resulting in the greatest number of Project of the Year award applications at our Chapter level. Many of the completed projects submitted for our local chapter awards and national awards came out of a need to manage our water supplies and stormwater programs.

In addition, APWA members were very instrumental in supporting and promoting the passage of transportation sales tax measures in Monterey and Santa Cruz Counties that will increase funding for the maintenance and construction of essential transportation systems in these two counties. As a result, Monterey County member agencies continued collecting Regional Traffic Mitigation fees to fund regional transportation projects in Monterey County, primarily along U.S. 101.

Overall, the Monterey Bay Chapter continued to provide excellent Chapter activities and to promote the American Public Works Association and Public Works in general.

**We believe 2018 was another year of growing excitement for Public Works in our communities and we are proud to submit this application for the National Presidential Award for Excellence (PACE):**

## **I. Membership**

Public works professionals continued to see the value of APWA membership in the Monterey Bay Chapter area due to increased demand for networking, popularity of general meetings, cost-effective training, and the value of educational programs. National's "never been a member/first time member" introductory rate was attractive to several new members and agencies. The Chapter saw a **2.2% increase in membership** in 2018.

In 2018, with the still improving economy, several Chapter members were also able to attend the annual PWX in Kansas City.

## A. Net Membership Gain

At a time when other Chapters may have had difficulty retaining members, the Monterey Bay Chapter membership increased in 2018 to 182 Chapter members. Although public agencies are not continuing the cutback and furloughing of employees as was done in previous years, the limited growth in this sector is still challenging for increasing our membership. However, **since 2006, Chapter membership grew from 136 to approximately 182 individuals—an impressive 34% increase during this period of time.** The key to keeping our Chapter strong has been to involve our members in interesting general meetings, training sessions, volunteering at events, attending PWX, participating in Board activities and decision-making, and generally linking member interests with Chapter activities and events.

Membership as of January 1, 2018	178
<u>Membership on December 31, 2018</u>	<u>182</u>
New Members Added for the Year	25
<u>Members Lost for the Year</u>	<u>21</u>
Net Gain	4

## B. Membership Recruitment and Retention Efforts and Programs

The Monterey Bay Chapter has always had many non-APWA members attending the general meeting and dinners. Therefore, promoting membership and identifying the value of membership at these meetings continues to be a focus to increase membership. Diversity in membership is also seen as a value for our Chapter. With the continued effort of reformatting our Chapter website, expansion of our Young Professionals (YP) group, and the re-development of the Chapter webpage, more members (especially the more tech-savvy professionals) are staying connected and informed about Chapter activities which has led to a higher level of engagement.

The Chapter also works hard to assure that group members (agencies and private firms) have a full complement of “active” members on their listing. We have redirected our efforts to agency memberships to encourage the member agencies to have the full allotment of members filled with interested staff members, and promote a mix of technical/engineering and maintenance/operations professionals on their rosters. Efforts in 2018 were successful and it is notable that **most, if not all, of our agencies have filled their full complement of agency memberships**, although there have been some

intermittent vacancies resulting from retirements. One local agency (Salinas) used the National First Timer's Program to add new members to their roster. The Membership Director was also given the responsibility of being the **Diversity Director** to encourage a membership mix more reflective of those we serve in our communities.

In addition, targeting specific employers and word of mouth between potential members and Board members remains an important and ongoing recruitment tool. One-on-one/face-to-face discussions and efforts (especially at general meetings and training events) have proven most fruitful in our recruitment activities.

### C. Innovative Membership Development and Retention Efforts

In 2018, the Monterey Bay Chapter continued to register student scholarship recipients as student members of APWA and required them to attend a general meeting to receive their scholarship award and give a short "acceptance speech". They also actively participate in the program (i.e. helping staff at the reception desk to interact with and meet members and guests as they come to the meeting). The goal of this program is to welcome future public works professionals into the Association, keep them up to date on APWA activities via the Chapter and national publications, and encourage their future participation in our activities. Discounted rates to dinner meetings have continued to encourage students to attend our meetings.

**The Chapter reviews the current membership listing at each of our bi-monthly board meetings** to identify delinquent or absentee members. The membership director and other directors are then assigned to contact those firms, agencies or members to encourage their renewal and Chapter participation.

Our Chapter Delegate has done an excellent job in sharing National information and Regional Talking Points to help foster existing and new member retention.

The Board is aware of our need to continue to increase membership affected by new regulations and is taking steps to make this happen. For example, we are reaching out to local agency maintenance/operation staff members, by offering workshops and training focused around regulations and emergency operational issues. All of our agencies must comply with numerous regulations. We feel APWA can be a partner and leader in training maintenance staff members on these requirements and best practices for compliance. We have numerous engineers, contractors, and technical professionals who are capable of

providing basic training covering specific topics at a minimal cost. This has a great potential for increasing membership while also gaining greater regulatory compliance. We expanded this effort in 2018 by sponsoring a “**Consultant Hiring and Qualifications Based Selection**” training held in September 2018. This training included significant components for hiring consultants who know field operations.

## **II. Service to Chapter Members**

### **A. Number of members attending meetings/events**

#### *a. General Membership Meetings*

Our sponsor agencies worked hard to provide fun, informative meetings that maximized attendance and positive net revenues at each event. We also asked each sponsoring agency to assign an Event Coordinator for reservations and to help assure that the meetings ran smoothly with adequate facilities.

**The 2018 general meetings saw an average attendance of 81 people.** The bi-monthly general meetings continue to be well-attended and a great place for networking, as well as the major venue for our scholarship fundraising.

The Chapter rotates meetings to various locations across our tri-county area as part of its recruitment strategy to assure that members across the region can participate. Rotation of meeting locations is particularly important to allow families of scholarship recipients to attend a nearby meeting to celebrate and participate in Chapter activities. For instance, at our mid-Monterey County meeting in the City of Salinas, the Carl Niizawa Memorial Scholarship is annually awarded to a local scholarship recipient. Carl was a very popular Chapter member, annual PWX attendee, and former APWA Monterey Bay Chapter president who was a long-time City of Salinas/Solid Waste employee/engineer.

Chapter meetings often tailor presentations to the location, such as the meeting in Santa Cruz County, which focused on an innovative public works project in that area, and at another meeting in Watsonville, where a team of local engineering students presented their work on a water system project in a small village in Guatamala (partially sponsored by the Chapter). This presentation was made in conjunction with a great BBQ hosted by the City of Watsonville at their main water treatment facility.

*b. Special Events and Educational Workshops*

**Our seventh annual Golf Tournament was an outstanding success with over 80 participants.** The net proceeds of this event, amounting to approximately \$6,000, all go to our scholarship and internship fund and provided a significant boost to both programs.

On September 18<sup>th</sup>, 2018, we held our eighth annual educational workshop which was based on **"Consultation Hiring and Qualifications Based Selection"**. The forum focused on bringing the best consultants and contractors in for your project. The value based approach ends with an overall best and least expensive project with possible higher up-front costs.



*Golf Tournament Participants*

*c. Summary of Chapter Events and Attendance*

A copy of the Chapter Calendar for 2018 is attached in the appendix.

Month	Host / Activity	Location	Attendance
Jan	Annual Board Retreat & Awards Dinner	Hollister	104
Feb	MathCounts	San Benancio MS, Salinas	5
Mar	Santa Cruz Co/Davenport Recycled Water Proj.	Santa Cruz	76
May	Public Works Week	Member agencies	var
May	City of Watsonville / Corralitos BBQ	Corralitos	145
July	City of Salinas / Salinas Projects	Salinas	76
Aug	Public Works Expo	Kansas City, MO	2
Sept	Training, Qualification Based Selections	Watsonville	22
Oct	7 <sup>th</sup> Annual Golf Tournament	Bayonet Golf C., Seaside	80
Nov	City of Marina / Imjin Parkway Widening Project	Seaside	62
Dec	Toys 4 Tots Toy Drive	Monterey	25
		<b>Total</b>	<b>597+</b>



*Corralitos BBQ in Watsonville – students presenting their project in Guatemala sponsored by the Monterey Bay Chapter*

## **B. Member-to-Member Outreach**

### *a. Chapter E-Newsletter*

The Chapter continues to issue and improve its bi-monthly newsletters, under an electronic format which started in late 2009. This format allows for announcements of significant Chapter and National APWA meetings and training events and keeps our Chapter members better informed than the paper newsletters of the past.

The Chapter Newsletter includes a president's column that allows the board to speak directly to the community we serve through our chapter president.

We also include flyers and information concerning other Chapters and organizations events in order to reach out to others with similar interests and to provide our membership information on these other activities. In addition, notices of open employment positions are included. The electronic format makes the information environmentally friendly, more accessible to everyone, and easier to pass along to others.

b. *Welcome E-Mail to new members*

Our Membership Director welcomes new members with an e-mail congratulating them on their participation and summarizing Chapter activities and the benefits of APWA.

c. *Cross Publicity with Other Associations*

Expanded e-mail communication and enhanced website with Chapter link has allowed us to cross-publicize educational events and APWA webinars with our sister associations such as: The Association of Environmental Professionals (AEP), American Society of Civil Engineers (ASCE), the American Planning Association (APA), Association of General Contractors (AGC), the California Society of Professional Engineers (CSPE), and other nearby APWA Chapters such as Silicon Valley and Central Coast. These inter-association communications have increased participation in all educational and membership activities and have allowed us to increase meeting and webinar attendance and reduce duplication of activities.



*National Award Recognition at PWX*

d. *Chapter Delegate Reports*

To keep the Board and our general membership informed, our Chapter Delegate provides minutes of teleconferences and meetings attended thereby keeping the Board members apprised of the activities and programs occurring at the National level, along with the opportunity to participate. The Delegate also distributes Talking Points for the various Region meetings. Also, one of our members continued her activity on the Government Affairs national committee in 2018.

e. *California Legislative Review Committee*

Two board members and the Chapter delegate participate bi-monthly in the review of legislation of interest to the Monterey Bay Chapter and to public works in general. Reports are given at our regular board meetings held every other month and letters of support and opposition are drafted for consideration by member agencies for proposed legislative actions.

f. *Congress Training Sessions*

In 2018, several Chapter members attended PWX in Kansas City, attending a vast array of training sessions and meetings to better prepare themselves and our Chapter for a variety of topics. These experiences are brought back and discussed at our board meetings for consideration of implementation on a local level.

C. **Chapter Best Practices Evidence**

Our Chapter reviews the APWA best Chapter practices list at our annual Board retreat and strategic planning session exploring areas for improvement and setting Chapter goals and priorities at that meeting. The areas in which we increased participation in 2018 include:

- **Advocacy:** Members were very active in supporting and programming transportation projects resulting from sales tax measures in two counties and on the state level (SB1).
- **Internships:** Due to the engagement of our members, our Internship Program saw much success this year. As one example, we awarded Mesiti Miller Engineering, Inc. a \$2,000 donation to offset cost for their internship program.
- **Community Outreach:** We provided \$3,000 in scholarships to support the Cabrillo College Engineers Abroad Program for the 4<sup>th</sup> year running. This year the Engineers Abroad program helped send several college students to Panama to design, plan and construct a crop fertilization system. The fertilizer was sourced naturally and organically from the local population of rabbits. The scat was ground into a powder and used to fertilize local crops. The fertilizations system was so successful that the village is building a second scat harvester and grinder and the neighboring village is following suit.
- We supported the MathCounts program with many of our board and general members participating in the local elementary school math competition.



*Engineering Abroad Students (2017 photo)*

- Awards: We had a record 14 projects submitted for awards this year along with our Chapter's Person of the Year and Young Person of the Year ceremony in January at our annual awards ceremony! In addition, the Chapter submitted six outstanding projects to National for consideration of "Project of the Year" at the 2018 Congress and we received the award in Disaster and Emergency Repair \$25 million to \$75 million for the Mud Creek Emergency Reopening. Rich Deal with TAMC also is being honored for Exceptional Performance in Safety. **We were also very pleased to receive the Presidential Award for Chapter Excellence (PACE) in 2018.**

- Education and Training: The Chapter held a "Consultant Hiring and Qualifications Based Selection" forum training session in Watsonville (Monterey Bay Area), which attracted 31 participants. This workshop received great reviews on the topics, presenters, and discussion format. The training session also netted over \$1,000 for our scholarship fund.



*Monterey Bay Chapter "Qualifications Based Selection"*

- Board Reorganization: we added several new members to our Board, along with several replacements for retiring directors, to ensure additional participation from a variety of practice areas. In addition, we combined some duties for similar areas of responsibility in order to be more centralized and focused on specialty areas.
- Community Outreach: As stated earlier we provided \$3,000 in scholarships to support the Cabrillo College Engineers Abroad Program for the 4<sup>th</sup> year running. This year the Engineers Abroad program helped send several college students to Panama to design, plan and construct a crop fertilization system. The fertilizer was sourced naturally and organically from the local population of rabbits. The scat was ground into a powder and used to fertilize local crops. The fertilizations system was so successful that the village is building a second scat harvester and grinder and the neighboring village is following suit.
- Leadership training: we had good participation in the training sessions offered at PWX Kansas City.

- **Seventh Annual Golf Tournament:** after much outreach to our membership and related employers in the area, we were able to hold an outstanding golf tournament at a premier golf course in the Monterey Bay area. This effort resulted in a net profit of over \$6,000 to augment our Student Programs. This enabled the Chapter to increase its annual scholarships to four recipients at \$1,500 each for 2018 and support four stipends for the Internship Program.



*7<sup>th</sup> Annual Golf Tournament raised over \$6,000 for scholarships/internships*

We continue to strive to improve in the following areas:

- **Public Sector Agency Members:** With focus on increased participation of the public sector members as the general state of the economy improves, block Member Agency memberships resulted in more attendees/members from the agencies in 2018. We will routinely fill any vacancies in 2019.
- **Private Sector Members:** We also need to continue to add more private sector members, particularly to have those who regularly attend our meetings join as members. We see this as an area that will require improvement in 2019.
- **Education and Student Outreach:** we are working to expand our educational programs for members as well as our outreach to the local schools and colleges.



*Members Attend a Nor-Cal APWA Pavement Expo*

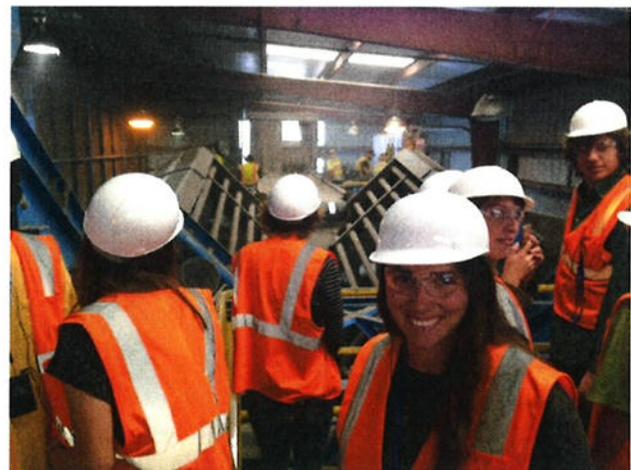
- 2018 marked the fifth year for the Monterey Bay APWA Young Professionals (YP) Group.** With five solid years of growth, the YP group has developed a core leadership team and has established a consistent level of involvement and engagement with young Public Works professionals in the region. In 2018, the YP group pursued a campaign to increase the involvement of YP members in APWA Chapter activities, encouraging “YP’ers” to attend Chapter general meetings and engage with Chapter committees. Several YP’ers responded, with a larger presence at the Chapter general meetings and a few taking up roles in Chapter committees.



*Monterey APWA YP Touring a Local Beach Front Stabilization Project*

The YP group continued with the successful activities that it had developed over the previous years. The group planned and engaged in educational tours, attended athletic events, participated in professional networking activities and conducted committee planning meetings. The YP group also initiated two new endeavors this past year: founding a YP training sub-committee and organizing local hikes for YP’ers. Some of the highlight events of the year were educational tours at a local recycling facility and at local breweries/distilleries, a Public Works construction site visit and project presentation, hikes and a social event at the Boardwalk Bowl.

2018 also marked the third year of fielding a YP Co-ed Softball team, the “Monterey Bay APWA



*Monterey APWA YP Touring a Local Recycling Facility*

Change-Orders". The team competes in the Santa Cruz City league. The softball team provided a great way to network and stay active and healthy at the same time. Together with a local engineering consultancy firm, the Board co-sponsored the team's uniforms and entry fees.

The YP group also stepped up its effort to reach out to and engage local college and university students in 2018. Several students joined the YP group's planning committee, and their involvement in YP spurred a push to invite other students to participate in YP activities and events. One student who became involved in YP initiated the YP hiking outings, while another applied for and received a scholarship from the Chapter. Two members of the YP committee also participated as guest lecturers in the local community college's engineering courses, where they were able to share their experiences as Public Works professionals and encourage the next generation to be involved as Public Works Professionals.

- **Website Use:** 2018 marked the continued improvement and use of the National Template for the Monterey Bay Chapter. The new website has had challenges, but we have used it successfully to promote our events. We also use the website to allow members to sign up and pay for events using a credit card. All of our events were displayed on the website for 2018.
- **Bylaws, Policies and Procedures:** The Board reaffirmed the goal of revising our bylaws to be in concert with the National model as well as to review and revise our policies and procedures. That effort continued into 2018 with renewed energy.

#### **D. Chapter-to-Chapter Outreach**

Our Chapter reached out to the Silicon Valley and Central Coast Chapters, allowing both Chapters to network, exchange ideas, and discuss questions and challenges addressing Chapter capacity issues. Several of our board members routinely participate in the Silicon Valley Chapter meetings. Two other directors attend the Central Coast Chapter to facilitate an exchange of ideas. Our Chapter continues to borrow ideas from the Silicon Valley, Northern California and Southern California Chapters for incorporation into our internship and other programs.

Our Chapter delegate and two other Board members continued our relationship with the coalition of representatives from California APWA Chapters to monitor public works legislation in the state. Our Chapter delegate also worked with the League of

California Cities on pertinent legislation in Sacramento. Our Chapter used this forum to encourage support for state initiatives related to public works funding and helped gather information on how to improve project delivery in California. Our members participate in regularly scheduled conference calls with other Chapters to discuss proposed legislation and to prepare position papers for our legislators.

**The Chapter continued its support for the 2018 PWX in Kansas City**, and several members took the opportunity to not only participate in the PWX training sessions but also enjoyed the Kansas City BBQ scene! Upon our return, we agreed to recruit and financially assist more Chapter members to attend future PWX events due to the value and training attendees receive at the event.

#### **E. Chapter Diversity/Inclusiveness Programs or Activities**

The Chapter has worked on several areas of improving diversity:

- *Geographic diversity:* We rotate our meetings around the three-county area: Santa Cruz County (north), Hollister Area (east), Monterey Peninsula area (west), Salinas area (central) and South Monterey County (south). This rotation helps draw in participants who otherwise would not travel to a meeting far away and helps encourage them to get involved in APWA. Our Membership Director reached out to agencies in each of these areas to encourage recruitment from all three counties within our membership area. We also strive for representation on our Board from agencies or companies in each of the major cities.
- *Board Diversity:* We aim to have a balance of both public and private sector board members. The change of a few Board members in 2018, including new female members, has led to a more diverse group with a demographic more reflective of the residents and communities we serve.
- *Younger members:* The continued effort of our board to bring on younger members has led to three directors under the age of 40. These directors have taken on the responsibilities for the Website, Newsletter, Golf Tournament, and Membership/Diversity.

**Much of the success of the Chapter's succession planning is due to the activity of our successful YP Group.** As the responsibilities of the younger members have increased, so has their involvement. The Chapter will continue to involve the younger members by requiring attendance at the meetings for the scholarship

recipients to receive their awards. Involving younger professionals in the Chapter introduces more energy, new perspectives, new ideas, and provides a better opportunity to express and address their needs/desires.

- *Gender diversity:* Our recruitment of Board members encourages a balance of men and women. In 2018, five of our Board members were women, while 13 were men. We are continuing to seek a better balance in this regard and welcomed two additional women to the board in 2018.
- *Public/Private members:* We are working to increase the number of members who are from the private sector. Most public sector members join as a group, while private sector members bring guests to the meeting who are not all members, but likely could be.
- *Ethnic diversity:* Our recruitment of minorities is more subtle and tends to overlap with our recruitment of younger members. Although we do not ask our members to identify themselves with an ethnicity, our Board of Directors appears to be diverse and includes ethnicities representative of the area demographics.

### III. Advancement of Public Works and Sustainability

#### A. Awards/Recognition Programs

Our awards program has grown into a great success with 11 projects submitted for an award at the local level. Over the past few years, we have synchronized our local awards program, which takes place in January to coincide with the



Monterey Bay APWA and PWX

submittal of national APWA awards. We have also now aligned our categories for project awards to mirror those at the national level. **We then encourage each of these projects to apply for a national award.** In 2017 we had 6 of our local projects submit for national recognition. We continued this practice in 2018, recognizing that another benefit of having a larger pool of awards is that it increases attendance at our annual awards banquet and opens more opportunities for recognition to a variety of worthy projects. Often these attendees include a range of people (from

elected officials to administrative staff), many who do not normally attend APWA meetings—in effect, the expanded awards program has become a great way to extend our Chapter outreach and garner interest of others to join our Chapter.

In our Monterey Bay Chapter 2018 Awards Program (January 2019), we recognized a Public Works Person of the Year, a Public Works Young Professional, a Presidential Award for Individual Excellence, three Project of the Year Awards under national categories, and eight Projects of Merit:

2018 Public Works Person of the Year—Chris Schneiter, City of Santa Cruz

2018 Young Leader Award –Angela Hershberger, MME

2018 Project of the Year 5-25 M Structure – Pfeiffer Canyon, Big Sur Bridge Replacement

2018 Project of the Year <5M Transportation - Branciforte Creek Multi-Use Trail, Bike and Pedestrian Bridge, City of Santa Cruz

2018 Project of the Year <5M Emergency Repair - Elkhorn Road Emergency Repair, County of Monterey

#### Projects of Merit

- 1) Waste Water Treatment Plant Rehabilitation, Carmel (Award of Merit 5-25M Environmental)
- 2) Holman Highway Roundabout TAMC/City of Monterey (Award of Merit 5-25M Transportation)
- 3) El Dorado Park, Stormwater Retrofit, Salinas (Award of Merit <5M Environmental)
- 4) Reclaimed Water Transmission Pipeline City of Soledad (Award of Merit <5M Environmental)
- 5) Del Monte Boulevard Beach Improvements, City of Marina (Award of Merit <5M Transportation)



*Caltrans Awarded POY for Pfeiffer Canyon Bride Replacement!*

- 6) State Highway 1 Interchange at Imjin Parkway, City of Marina (Award of Merit <5M Transportation)
- 7) 8<sup>th</sup> Avenue Inter-Garrison Road Roundabout, City of Seaside/Cal State Monterey Bay (Award of Merit <5M Transportation)
- 8) Main Street Phase 1 Improvement, City of Watsonville (Award of Merit <5M Transportation)

Our Chapter's public works Person of the Year, Chris Schneider, has served with the city of Santa Cruz for over 30 years. He personally saw the redevelopment of the the downtown Santa Cruz area after the 1989 Loma Prieta Earthquake. His illustrious career has seen the City of Sant Cruz thrive.

Our Chapter's Young Professional of the Year in 2018, Angela Hershberger. Angela serves as a private consultant for MME Engineering. Angela runs the APWA softball team the Change Orders. She has completed public sector projects including project of Merit the 8<sup>th</sup> Avenue and Inter-Garrison Roundabout. Angela is a great asset to our community now and hopefully for years to come.



*Young Professional of the Year, Angela Hershberger of MME*

This year we brought back an old tradition and awarded the Presidential Award for Individual Excellence to Maria Esther Rodrigues (MAE as she is known). MAE is the force behind our scholarship and internship program here at the Monterey Bay APWA. She is a great engineer serving the City of Watsonville.

National Recognition: The APWA Monterey Bay Chapter is proud that two of our members were honored by APWA at the 2016 PWX for their leadership in the profession.

Debbie Hale, Executive Director of the Transportation Agency for Monterey

County (TAMC), has served on the Chapter Board for many years, including 2010 as Chapter President. Ms. Hale received the APWA Professional Manager of the Year in Transportation at the Minneapolis PWX.



*Transportation Professional of the Year, Debbie Hale and Young Professional of the Year, Frank Lopez*

APWA Young Professional of the Year in 2016, Frank Lopez, serves as an Engineer with Harris & Associates. Mr. Lopez has been a leader in the development of transportation and storm water Chapter training sessions.

## **B. Public Works Promotion**

News Releases: In 2018, the Chapter issued many news releases to the public to better promote the public works profession including events and celebrations of National Public Works Week. In addition, our Chapter Newsletter includes regional job postings and training/workshop announcements.



*City of Santa Cruz's proclamation honoring Public Works Week*

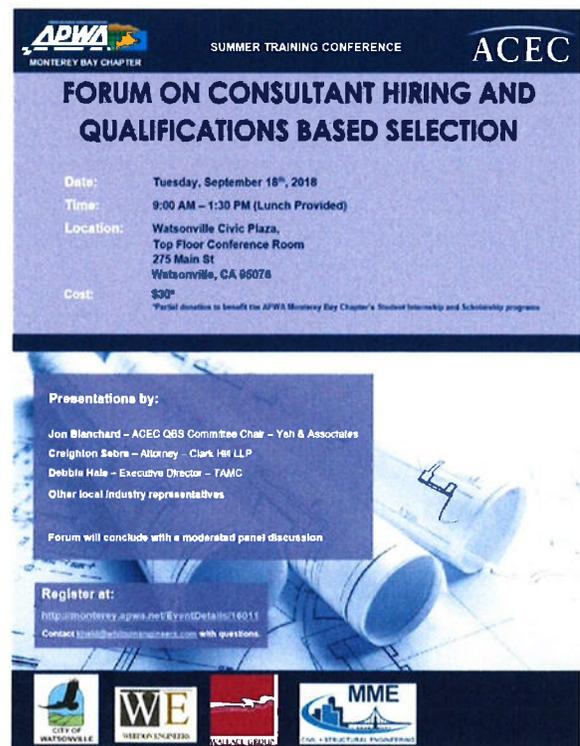
National Public Works Week promotions: We also collaborated on adoption of National Public Works Week proclamations across our public agency members, including special districts. Our Chapter supported proclamations from 20 member agencies which was a slight decrease from 22 in the previous year. Chapter Board Members presented a framed National Public Works Week Poster to the City Councils of Gonzalez, Monterey, Salinas, Santa Cruz, Seaside, Soledad, and Watsonville; the Board of Supervisors for the County of Santa Cruz; and the Board of Directors for the Marina Coast Water District . The Chapter worked with the Public Relations office of the California Department of Transportation in an attempt to get a proclamation from the Governor of California. The current administration did not make a proclamation so the chapter will seek support from the new Governor once they are in office.



Salinas add to their Public Works Week Poster Collection

### C. Professional Development

Our APWA training committee was very successful this year with a well-attended workshop on the subject of **“Consultant Hiring and Qualifications Based Selection”** Due to the significant influx of funding to our community getting projects done with high standards using less time is more important than ever. Thirty public works professionals and consultants attended the training. The workshop was provided at a low cost to our members to encourage participation. The feedback from the training event was very positive. The revenue the Chapter raised helped fund



**APWA** MONTEREY BAY CHAPTER SUMMER TRAINING CONFERENCE **ACEC**

**FORUM ON CONSULTANT HIRING AND QUALIFICATIONS BASED SELECTION**

**Date:** Tuesday, September 18<sup>th</sup>, 2018  
**Time:** 9:00 AM – 1:30 PM (Lunch Provided)  
**Location:** Watsonville Civic Plaza, Top Floor Conference Room, 275 Main St, Watsonville, CA 95076  
**Cost:** \$30\*  
\*Partial donation to benefit the APWA Monterey Bay Chapter's Student Internship and Scholarship program

**Presentations by:**  
 Jon Blanchard – ACEC QBS Committee Chair – Yeh & Associates  
 Creighton Sabra – Attorney – Clark Hill LLP  
 Debbie Hale – Executive Director – TAMC  
 Other local industry representatives

Forum will conclude with a moderated panel discussion

**Register at:**  
<http://monterey.apwa.net/EventDetails/14011>  
 Contact [info@montereyapwa.com](mailto:info@montereyapwa.com) with questions

**CITY OF WATSONVILLE** **WE** **COUNCIL BLVD** **MME** **MECHANICAL ENGINEERING**



our future training activities and scholarship fund.

The Monterey Bay Chapter encourages participation in APWA activities at the national level. In 2018, our small Chapter had one member serving on the APWA Government Affairs national committee: Debbie Hale, Transportation Agency for Monterey County.

#### **D. Promoting Sustainability/Creative Innovation**

Located within an environmentally-sensitive region of the United States, the Monterey Bay Chapter boundaries include the Monterey Bay National Marine Sanctuary, Elkhorn Slough National Estuary Research Reserve, much of the Big Sur coastline, and Santa Cruz Mountains. Collectively, these environmental assets have been well protected over the years, and recent upgrades in our standards and efforts will ensure their continued good health and condition.

Monterey Bay Chapter public works professionals are extremely conscientious of our role to be not only good public works infrastructure stewards, but also recognize our responsibility to preserve, protect, and properly tend to our environmental assets.

Most local agencies within the APWA Monterey Bay Chapter area have established very stringent Stormwater Development Standards (SWDS) as part of the NPDES program that include Low Impact Development (LID) requirements, as required by the Central Coast Regional Water Quality Control Board (CCRWQCB). Said agency has opined that LID is considered the “maximum extent practicable, or MEP” for new development to meet SWDS obligations. CCRWQCB also placed more focus and staff resources to oversee and ensure local agency’s O & M’s efforts related to NPDES/SWDS) meet minimum Permit requirements, especially agencies whose stormwater runoff ultimately discharges into the Monterey Bay National Marine Sanctuary or Elkhorn Slough. This ensures pre-water treatment and maximum infiltration potential before discharge to the waters of the U.S.

### **IV. Service to the Community**

#### **A. Educational Outreach Programs**

Scholarships encouraging talented students to select public works as a profession have been a core value of our Monterey Bay Chapter activities for many years. We have focused on our “chance ticket drawings” earnings to fund scholarship awards.

**In 2018, we increased the number and amount of our scholarships from six to eight and from \$1,500 to \$2,000.**

The scholarship increase is a direct result of the success of our chapter. Continuing to support the education of our future public works professionals is the primary goal of our chapter. To encourage these students to get involved in APWA in the future, we gave them each a student membership and required them to attend a general meeting to accept their award and give a short “acceptance speech” to those in attendance. We give students a role at the meeting to encourage them to get to know everyone.



*Vice President Rodney Cahill awards a scholarship to a happy student*

In memory of our Past President, Carl Niizawa, who passed away in 2012, we created a college scholarship in his

name to honor his contributions to APWA and the community.

Our **Internship Program** has been extremely successful, and we have also increased the amount of each internship awarded. **In 2018, we awarded four agencies stipends of \$1,500 per student, and increase from \$1,200 in 2017.** These agencies/firms demonstrated the ability to sustain an intern with matching funds and appropriate duties. This internship program has become a focus of the Chapter due to our interest in training our future leaders.

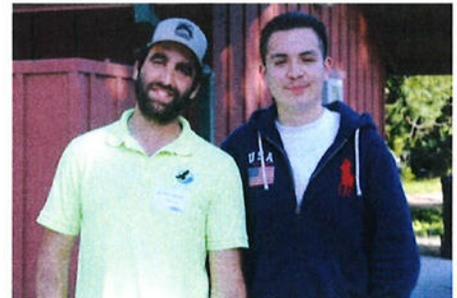
Participation continues in the local **Expanding your Horizons - Career Fair** which took place on Saturday November 18, 2018. 300 middle school aged girls participated in this event at Hartnell College. Our local chapter hosted a booth that included information on Public Works fields, the importance of public works in everyone’s daily life and sample projects.



*Community outreach at career fair*

Our support of local workshops for science, MathCounts and environmental topics continued in 2018 with very positive comments.

The **Watsonville Environmental Science Workshop (ESW)** hired two interns with their 2018 stipend: Juan Carlos Juarez and Raul Muriga. The WESW coordinator, Darren Gertler, shared the following about this experience: “Both Raul and Juan split their time working at the 2nd St Science Workshop and the



*Environmental science workshop students*

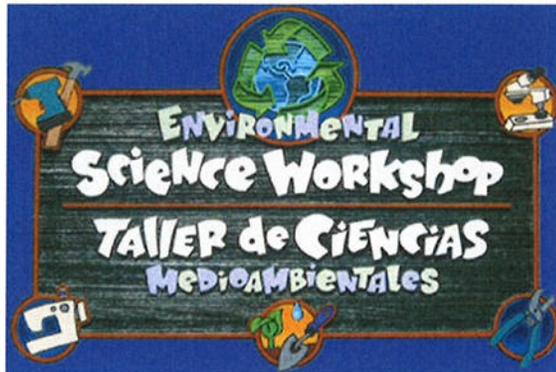
River Park Science Workshop. At each of these locations, they would assist younger students with completing their projects made from recyclable materials and other scraps. They also helped organize and clean the workspaces on a regular basis. Another great benefit was that they each would volunteer to attend Science Workshop field trips and events so that they could lend a hand and help us carry out our missions. It is very helpful to have an extra pair of trained helpers when we do outreach events or similar offsite experiences. The APWA funding provides much needed and appreciated support for the programs and development of the young minds of our interns.”



*Greenfield science workshop*

The **Greenfield Community Science Workshop (CSW)** hired one summer intern in 2018, Alberto Chacon, with their stipend. Jose Sanchez, the CSW director, provided the

following input about this experience: Thanks to the support of the American Public Works Association, we here at the Greenfield CSW were able to welcome in Alberto Chacon as our youth intern this summer of 2018. Alberto was one of four individuals in charge of running our making and learning space, which runs five days per week (including weekends) and is free to all participants. Alberto embodies the spirit of an engineer, he is a curious and avid tinkerer and as such, he had little trouble adjusting to our educational philosophy and work style. In fact, Alberto often added to our programming by showing students how he fixed or "hacked" his Gameboy, his home speakers, etc. He enjoys playing with all types of electronics and is a soldering expert.



Alberto's main task this summer was that of guiding students through science explorations and construction of science projects. Students who visited the Greenfield CSW enjoyed working with Alberto; he's not someone who likes to follow instructions step by step, he has and believes in his own ideas and is not afraid to put them into practice. This approach led to many unique and memorable projects. In one instance, I remember Alberto being upset at a Youtube video which

showed how to build an airplane paper shooter, but the project barely worked. "How are you allowed to put that stuff in Youtube? I'm going to build one that actually works", I remember him saying after watching the video. Indeed, Alberto managed to build an airplane shooter that worked much better. That's the type of attitude that Alberto is developing here at the Greenfield CSW, he is an innovator and for him, there is always a better way.

Alberto became an employee of the Greenfield CSW early this fall and is now helping us with our after school programs at the local elementary schools."

## B. Community Service Programs



*Fun with Toys for Tots*

In 2018, the Board of Directors continued its support of the Watsonville and Greenfield "Environmental Science Workshops". Environmental Science Workshop is a unique award-winning program for students to engage in hands-on science concepts and gain an appreciation for how materials can be re-used in creative and exciting ways. The Science Workshop program includes three (3) after-school open-door workshops, four satellite workshops in outlying areas, school-based programs at 18 sites, and science classes for two alternative high schools. The Workshop program reaches a significant number of students, approximately 600 each week.



In 2018 we added to our list of community service and participated in the Toys for Tots campaign. Our members donated toys for disadvantaged youth in the area and provided smiles for everyone.

Likely the greatest community Service provided in 2018 from our member agencies was emergency response efforts. Public works agencies within the APWA Monterey Bay tri-county Chapter area (Monterey, Santa Cruz and San Benito Counties) made extreme efforts to respond to heavy winter storms in January-March, followed by fires in the Santa Cruz County mountains in summer/fall to ensure emergency vehicles had access to do their jobs, and also ensure residents had reasonable evacuation routes.

Efforts included removing fallen trees; removing dirt, debris, and tree limbs from roads resulting from mudslides adjacent to streets/roads and/or high winds; stabilizing slopes; protecting environmentally sensitive areas in the region (Monterey Bay Marine Sanctuary, Elkhorn Slough, and Santa Cruz Harbor); repairing damaged infrastructure; maintaining basic utility services (sewer, water, storm drainage, street lighting); keeping rural drainage facilities/ditches clear and usable in preparation of following storms, evacuating flood and fire areas (as necessary); clearing, and retaining/maintaining street/road/highway access for passage by residents, service vehicles, and emergency response vehicles; and generally responding to the needs of our constituents ensuring their safety and comfort to the best of our abilities. The storm efforts prompted this year's professional training session related to Lessons Learned from the 2018 Winter Storms to better prepare ourselves for future storm events.

## **CONCLUSION**

The APWA Monterey Bay Chapter thanks you for your consideration of this nomination. I hope that you will recognize our efforts to continually bring new value to our members by awarding us the PACE award in 2019. We are proud of our accomplishments this past year and continue to find ways to expand and enhance our service to Monterey Bay Chapter members and area youth who are interested in pursuing careers in public works.

Sincerely,

Rodney Cahill, P.E., 2019 President  
APWA Monterey Bay Chapter



Attachments:

- Cover letter
- Chapter Best Practices Matrix
- Chapter Goals for 2018
- 2018 Chapter Calendar

# APWA

## BEST PRACTICES FOR APWA CHAPTER CAPACITY BUILDING

Mark the Yes or No column as applicable. If response is NO, please use the Comments column to elaborate whether issue is being addressed and progress made.

	Yes	No	N/A	Comments
<b>Memberships Development</b>				
1. The chapter maintains a continuously active membership growth committee.	x			Presents at board and general meeting
2. The chapter has an active membership development plan in place.	x			
3. The chapter maintains a college student outreach/mentoring program.	x			Community and State colleges in area
4. The chapter conducts regular new member orientations and/or implements a plan to welcome new members.	x			YP on the rise
5. The chapter seeks diverse members and exhibits an inclusive attitude in its meetings and communication materials.	x			Headed by Membership director
6. Membership retention is specifically assigned to an officer, committee or chapter administrator.	x			YP director and active YP group
7. Chapter offers programs targeted to young professionals and/or those new to public works field.	x			Each director in field watches webinar
8. Chapter participates in programs (webinars) offered by National addressing membership issues and utilizes membership recruitment and retention tools offered through National.	x			Small water district in our area
9. Chapter targets small communities and geographic areas where membership is currently minimal or nonexistent.	x			Bi-monthly by membership Director
10. Chapter monitors roster for unfilled agency membership position(s) and actively works with agency to fill position(s)	x			
<b>Leadership Development</b>				
11. At least two chapter officers attended the most recent (biennial) Chapter Leader Training.	x	x		only one Director was able to travel
12. The chapter delegate has a three year term of office.	x			
13. The chapter delegate and/or alternate attends all Council of Chapters meetings and conference calls and regularly reports HOD deliberations to the chapter.	x			
14. The chapter treasurer serves a minimum of two years and has a transition plan for a successor.	x			
15. A leadership succession plan is maintained.	x			
16. An active "past presidents" advisory committee is maintained.	x			7 past presidents sit on our BOD
17. The chapter seeks ways to utilize retired members, such as recruiting new members and/or volunteers.	x			
18. Annually the chapter appoints a liaison to the National committees which request a chapter designee.	x			
19. The chapter conducts an annual orientation session for new executive committee and committee chairs.	x			
20. Annually, a transition meeting with the outgoing and incoming executive committee and committee chairs is held.	x			handled through strategic plan mtg
21. Chapter strives to seek an optimal mix between the number of public agency and private company members who serve on the executive committee.	x			
<b>Committees and Taskforce Development</b>				
22. Chapter maintains a description for each of its committees and volunteers are actively recruited to serve on committees	x			
23. Committees establish annual goals and submit regular reports of activity to the executive committee.	x			Each year at board retreat in January
<b>Education and Special Events</b>				
24. Annually, The chapter conducts at least six continuing education and/or other education programming events to advance the public works field.	x	x		one formal training seminar and other informal sessions
25. The chapter hosts annual equipment event and/or program targeted to "operations" staff.	x			Improved in this area by adding pavement expo
26. The chapter hosts two or more special events for members that are of a networking or fundraising value.	x			Golf and Awards Ceremony
27. The chapter demonstrates creativity and innovation in programs and educational events.	x			Support engineers abroad
<b>Finance Management</b>				
28. Hard copy monthly or quarterly financial statements are provided at all executive committee meetings.	x			

	Yes	No	N/A	Comments
29. The chapter has established a policy to maintain an unrestricted and undesignated liquid reserve between - 35% of its annual budget.	x			Done!
30. A fundraising development plan exist for chapter fundraisers.	x			Golf tournament and general meetings
31. The chapter submits/posts on the website its upcoming calendar of activities to secure insurance coverage to APWA National by January 31.	x			
32. The chapter has a written investment strategy for short and long term goals and reviews the strategy and investment reports at a minimum twice per year.	x			contained in the BOD minutes
33. Executive Committee is aware of financial reporting requirements of the chapter to APWA National and of its fiduciary responsibilities as stated in the APWA Rules Governing Chapters.	x			
34. If applicable to the chapter, branches provide at a minimum quarterly financial statements to the chapter.		x		
<b>Community Service and Outreach</b>				
35. Annually the chapter organizes and/or participates in a minimum of two community/environmental service events, one focused on an environmental project and one on a community-based project.	x			
36. The chapter has partnered and/or made contacts to partner on a project/program with other kindred organization(s)	x			ASCE/Other Chapters
<b>Administration</b>				
37. The chapter's bylaws are reviewed at a minimum of every three years and amendments submitted to APWA National for approval.		x		In progress
38. The chapter is in contact with APWA National staff when issues or concerns are identified.	x			Yes, especially for the website
39. Annually, the chapter reviews all contractual agreements with chapter administrator and/or other remunerated independent contractors.	x			
40. Chapter submits all contracts that are \$10,000 or greater to APWA National for review prior to signing the contract.	x			
41. The chapter has a written strategic plan in place that is reviewed at a minimum on an annual basis.	x			
42. Branches (where applicable)			x	N/A
a. The chapter is in regular communication with its branch leaders.				
b. Branch leaders attend chapter meetings.				
c. All branch members are APWA members.				
d. All chapter branches meet performance standards similar to that of chapters.				
43. The chapter maintains a robust awards and recognition program for chapter members and regularly nominates members for APWA National awards.	x			Ours is the best!
44. The chapter annually convenes a planning session to review operational objectives for the coming year.	x			At the board retreat
45. The chapter's executive committee meets at a minimum on a quarterly basis each year.	x			Every other month
46. If qualified, the chapter submits application for the PACE Award.	x			Going for our 11th
47. The chapter archives and records its chapter historical information and records.	x			We use Dropbox
<b>Marketing and Communication</b>				
48. The chapter has a regular newsletter it distributes to members.	x			Quarterly
49. The chapter's written and graphic materials follow APWA branding standards.	x			Monterey Bay Chapter Logo
50. The chapter engages the media by promotion of its events, programs and the public works industry.	x			PW Week, LinkedIn, newsletter
51. The chapter promotes the use of social media tools as a means of communication among members.	x			
52. The chapter has and maintains a website with current and relevant content.	x			Yes
<b>Advocacy</b>				
53. The chapter actively participates in governmental affairs through use of an advocacy committee/task force or contact liaison.	x			Delegate and alternate and BOD, CA legislative committee

	Yes	No	N/A	Comments
54. The chapter annually secures a resolution from the Governor in support of NPWW and carries out related functions of NPWW.		x		This has been attempted numerous times but it was not successful.
55. The chapter annually identifies advocacy opportunities and encourages its members to be active.	x			As much as possible!

**Chapter Name:** Monterey Bay-- 2018 Activities

**If using Best Practices for the PACE Award, then include with nomination**

For any other reason please email to Brian Van Norman at [bvannorman@apwa.net](mailto:bvannorman@apwa.net)

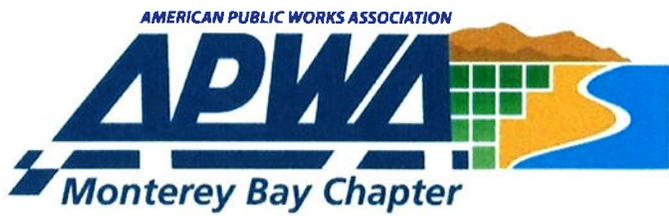
**If Response is NO please use the comments section to elaborate if issue is being addressed and progress made**

2018 BOARD GOALS CHECKLIST\*

	General Meetings	PWX-National Events	Eng Week	Training	Website	YP (FUN)	Membership	Golf	Leader Training	Calendar	Volunteer Activities	Annual Awards	PACE	Scholarships/Internships	Newsletter	Bylaws	Social Media/Publicity	Delegate Responsibilities	Join SV Chapter for PMI	PW Proclamations	Minutes	Nominating Committee	Financials
Edwards	X	X						X								X				X			
Cahill		X		X				X						X		X							
Williamson							X								X	X							X
Dobbins	X				X							X				X							
Aguilar	X					X										X							
Gerbrandt										X									X				
Garrett					X												X						
Rodriguez			X								X			X						X			
Lopez				X				X															
Wallace												X											
Held				X								X											
Leonard	X			X								X											
Niccum							X							X								X	
Russell		X		X								X		X						X			
Spangrud							X					X		X					X				
Hale		X								X					X				X				
McMinn																			X				

Should we delegate to committees  
Work with Riley on the YP contact list

\* Each board member assumes responsibility(ies) for the Chapter activities and prepares and reports out on status at each board meeting. Committee activities are handled by a chairman in each activity and coordinated with other participating directors.



<http://monterey.apwa.net>

## 2018 Calendar

Chapter General Meetings are held the evening of the third or fourth Wednesday of odd numbered months. Board Meetings are typically held in the Castroville area at noon the third Thursday of the even numbered months. Board Meetings are open to anybody that wishes to attend. Updated meeting information is posted at the Chapter website: <http://monterey.apwa.net>

January 24	Annual Board Retreat at San Juan Oaks GC, Hollister
<b>January 24</b>	<b>General Meeting and Annual Chapter Awards Ceremony at San Juan Oaks GC, Hollister</b>
February 15	Board Meeting
February 18 – 24	National Engineers Week <a href="http://www.discovere.org">http://www.discovere.org</a>
March 1	Deadline for National APWA Awards (except for Presidential Award for Chapter Excellence (PACE))
<b>March 21</b>	<b>General Meeting hosted by Santa Cruz County</b>
<b>March 27</b>	<b>California Chapters Advocacy Training, Monterey</b>
April 19	Board Meeting
<b>May 16</b>	<b>General Meeting (“the Corralitos BBQ”) hosted by City of Watsonville</b>
May 20 – 26	National Public Works Week <a href="http://www.apwa.net/about/NPWW">http://www.apwa.net/about/NPWW</a>
June 4	Deadline for APWA Presidential Award for Chapter Excellence (PACE)
June 21	Board Meeting hosted by MME, Santa Cruz
<b>July 25</b>	<b>General Meeting hosted by City of Salinas</b>
<i>TBD</i>	11th Annual Summer Training Conference at Watsonville Civic Plaza
August 16	Board Meeting
August 26 – 29	APWA Public Works Expo at Kansas City, MO
September 28	7 <sup>th</sup> Annual Chapter Golf Tournament at Bayonet Golf Course, Seaside CA
October 18	Board Meeting
<b>November 14</b>	<b>General Meeting hosted by a Monterey Peninsula Agency</b>
December 13	2019 Chapter Awards submittal deadline

### **2018 Board of Directors**

**President**

Philip Edwards, Butano Geotech

**Vice President**

Rodney Cahill, MME

**Secretary**

Brian McMinn, City of Marina

**Treasurer**

Laurie Williamson, City of Monterey

**Delegate**

Debbie Hale, TAMC

**Past President**

Jorge Aguilar, Wallace Group

**Student Outreach/Intern Program**

Maria Esther Rodriguez,  
City of Watsonville

**Newsletter Director**

Patrick Dobbins, Harris & Assoc.

**Training Director**

Kacey Held, Whitson Engineers

**Young Professionals Group**

Riley Gerbrandt, Santa Cruz County

**Membership/Diversity Director**

Josh Spangrud, City of Santa Cruz

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