

Wisconsin Chapter
American Public Works Association
210 Martin Luther King Jr. Blvd
City-County Building, Room 115
Madison WI, 53703



President : Ryan Amtmann; President-Elect : Jim Hessling; Vice-President: Scott Solverson; Secretary: Eric Dundee; Treasurer: Scott Brandmeier; Director: Mary Dziejontkoski and Robert Givens; Past President: Carl Weber; Council of Chapters Delegates: Mike Dailey and Paul Woodard

**WISCONSIN CHAPTER APWA
EXECUTIVE COMMITTEE & TECHNICAL COMMITTEE CHAIR MEETING
AGENDA**

Meeting Date: Thursday, July 21, 2016
Meeting Time : 8:00am
Meeting Location: Old Hickory Golf Club
W7596 Highway 33 East
Beaver Dam, WI 53916

Teleconference Information: None

1. Call to Order /Introductions
2. Presidents Report (Amtmann)
3. Approval of Minutes: June 10, 2016 (attached)
4. Treasurer's Report (Brandmeier)
 - i. Current Account Balances (through 6/30/2016)

i. Associated Checking	\$ 73,101
ii. Associated Money Market	\$ 35,548
iii. North Shore Bank (Scholarship fund)	\$146,570
 - ii. Total Investments \$255,219 | - iii. Revenue YTD \$ 91,468 | - iv. Expenses YTD \$ 75,315 | - v. Revenue YTD 2015 \$ 77,525 | - vi. Expenses YTD 2015 \$ 60,403 |
5. Approval of Treasurer's Report

President : Ryan Amtmann; President-Elect : Jim Hessling; Vice-President: Scott Solverson; Secretary: Eric Dundee; Treasurer: Scott Brandmeier; Director: Mary Dziejontkoski and Robert Givens; Past President: Carl Weber; Council of Chapters Delegates: Mike Dailey and Paul Woodard

6. Committee Reports

i. Technical Committees

- i. Emergency Management (Dan Jensen)
- ii. Engineering & Technology (Jim Mantes)
- iii. Facilities & Grounds (Leeann Butschlick)
- iv. Fleet Services (Nathan Wachtendonk) - attached
- v. Leadership & Management (Cathy Austin)
- vi. Solid Waste Management (Rick Eilertson)
- vii. Transportation (John Burgan) - attached
- viii. Utilities and Right of Way (Dave Simpson)
- ix. Water Resources (Bill Frisbee) – attached

ii. Standing Committees

- i. Awards (Sean Gehin)
- ii. Conference Program (Jim Hessling)
- iii. Diversity (Bill Dunlop) - attached
- iv. Education & Scholarship (Holly Powell) – attached
- v. Historical & Archives (Jim Hessling)
- vi. Council of Chapters (Mike Dailey)
- vii. Membership Services (Tyler Smith)
- viii. Newsletter (Carl Weber)
- ix. Past Presidents (Dale Hexom) – no report
- x. Public Relations (Matt Bednarski)
- xi. Website Administration /Communications (Jeff Mazanec)
- xii. Vendor Committee (Andrew Lang) – no report
- xiii. Young Professional Chapter Liaison (Steve Hayek)

7. Old Business

- i. 2016 Summer Outing Update
- ii. PWX Chapter Dinner Update
- iii. Website Transition
- iv. Snowplow Rodeo/Equipment Show/Winter Maintenance Update

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- v. Finalize 2016 spring conference accounting
 - i. Spring Conference Attendee Reimbursements

- 8. New Business
 - i. 2016 Fall Conference Budget Approval
 - ii. APWA Chapter Handbook Update

- 9. Upcoming Event Dates
 - i. PWX (formerly known as Congress), August 28-31 - Minneapolis
 - ii. Winter Maintenance Certification with Snow Plow Rodeo and Equipment Show, September 6-7 – Green Bay
 - iii. Fall Conference - November 2-4, 2016 – Janesville
 - iv. Spring Conference, May 10-12, 2017- Madison
 - v. Fall Conference, 2017 - Wausau
 - vi. Spring Conference, 2018 – Oshkosh

- 10. Future Agenda Items

- 11. Future meeting dates
 - i. Friday, June 10 Teleconference (EC only)
 - ii. Thursday, July 21 Beaver Dam-Summer Outing (EC and Committee chairs)
 - iii. Friday, August 12 Teleconference (EC only)
 - iv. September TBD Green Bay Snowplow Roadeo
 - v. Friday, October 14 Teleconference (EC Only)
 - vi. Wednesday, November 2 Janesville-Fall Conf (EC and Committee chairs)
 - vii. Friday, December 9 Teleconference (EC only)

- 12. Future newsletter deadlines- **June** for July newsletter
Newsletters are published quarterly: January, April, July and October.

- 13. Adjourn

President : Ryan Amtmann; President-Elect : Jim Hessling; Vice-President: Scott Solverson; Secretary: Eric Dundee; Treasurer: Scott Brandmeier; Director: Mary Dziejwiontkoski and Robert Givens; Past President: Carl Weber; Council of Chapters Delegates: Mike Dailey and Paul Woodard

WISCONSIN CHAPTER APWA EXECUTIVE COMMITTEE MEETING MINUTES

Meeting Date: Friday, June 10, 2016
Meeting Time: **8:30am**
Meeting Location: Teleconference

Teleconference Information: Go To Meeting (<https://global.gotomeeting.com/join/774721437>)
Call In Information: 1 (872) 240-3212
Access Code: 774-721-437

1. Call to Order /Introductions – **8:32am**

Attendees: Ryan Amtmann, Jim Hessling, Mike Dailey, Scott Schatschneider, Tricia Church, Jeff Mazanec, Mary Dziejwiontkoski, Dundee, Scott Brandmeier, Scott Solverson, Carl Weber

2. Presidents Report (Amtmann)

**-Paul Woodard and Tricia Church working on updating conference cook book.
-National accepting comments on Chapter Best Practices – need comments by (Jim, Ryan, Scott B, Eric)
-Scott Brandmeier reported Lee Igl will take over as next Treasurer**

3. Approval of Minutes: May 4, 2016 (attached) – **Change: TIM coalition – not official until August (motion Woodard with change, 2nd Dziejwiontkoski, passed)**

4. Treasurer's Report (Brandmeier)

i. Current Account Balances (through 5/31/2016)

i. Associated Checking	\$ 79,086
ii. Associated Money Market	\$ 35,544
iii. North Shore Bank (Scholarship fund)	\$146,562
ii. Total Investments	\$261,191
iii. Revenue YTD	\$ 87,550
iv. Expenses YTD	\$ 85,050
v. Revenue YTD 2015	\$ 71,907
vi. Expenses YTD 2015	\$ 59,813

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5. Approval of Treasurer's Report

- i. **Conference Reimbursement Review per Cancellation Policy. Tabled to July meeting.**

Motion to approve Woodard, 2nd Solverson, report approved.

6. Old Business

- i. **Conference Planning Guide Update (Cancellation Policy and Banquet meals) - Hessling & Solverson reported, note to reduce Projects of Year total to 4 awards, scholarships should be 4 count of tickets provided. These numbers would be included in future conference budgets (part of cook book). Add note that speaker lunch is only for speakers who are not registered for conference. Also look into National attendance costs. (motion with revisions by Woodard, 2nd Dailey, passed).**
- ii. Dane County Boys and Girls Club Bike Ride - reminder
- iii. APWA Chapter Bylaws submittal to national
- iv. Summer Outing Update – Alternate Event (Dundee)
- v. Chapter Dinner information to national (Givens)

7. New Business

- i. **Approving 2016-2017 chapter budget – motion to approve by Hessling, 2nd Dziewiontkoski, passed**
- ii. APWA Chapter Handbook update
- iii. 2016 Spring Conference Recap
 - i. Conference Program
 - ii. Event Sponsorships & Booths
 - iii. Registration Refunds
 - iv. Final Budget
- iv. **Emerging Leader Candidates Approval (Dundee) –Motion Solverson to accept all candidates per L&M Committee, 2nd Hessling with friendly amendment to develop criteria for rating candidates, passed**
- v. **PWX Delegate Cost Approval – Dailey's request (motion to approve Solverson, 2nd Hessling, passed)**

8. Upcoming Event Dates

- i. Summer Fundraiser Outing, July 21, 2016 –Beaver Dam (Old Hickory)
- ii. PWX (formerly known as Congress), August 28-31 – Minneapolis

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- i. Chapter Dinner & Business Meeting, 6:00pm, Tuesday, August 30th
(Hell's Kitchen, 80 S. 9th St)
 - iii. Winter Maintenance Certification with Snow Plow Rodeo and Equipment Show, September 6-7 – Green Bay
 - iv. Fall Conference - November 2-4, 2016 – Janesville
 - v. Spring Conference, May 10-12, 2017- Madison
 - vi. Fall Conference, 2017 - Wausau
 - vii. Spring Conference, 2018 – Oshkosh
9. Future Agenda Items
- Diversity committee report to Executive Committee on making conferences more inclusion and review of specific parts of the banquet. To be brought to August meeting.
10. Future meeting dates
- i. Friday, June 10 Teleconference (EC only)
 - ii. Thursday, July 21 Beaver Dam-Summer Outing (EC and Committee chairs)
 - iii. Friday, August 12 Teleconference (EC only)
 - iv. Tuesday, September 6 Green Bay Snowplow Rodeo
 - v. Friday, October 14 Teleconference (EC Only)
 - vi. Wednesday, November 2 Janesville-Fall Conf (EC and Committee chairs)
 - vii. Friday, December 9 Teleconference (EC only)
11. Future newsletter deadlines- **June 17th** for July newsletter
Newsletters are published quarterly: January, April, July and October.
12. Adjourn – **9:30am Motion to adjourn Hessling, 2nd Solverson, passed with all outstanding items to be table to July.**

2016 YEAR TO DATE BUDGET REPORT

Wisconsin Chapter - APWA - Period thru 6/30/16

Category Description	2016 Budget	2016 YTD	Balance	% YTD	2015 YTD
INCOME					
405 Registration Fees	\$ 45,000	\$ 52,766	\$ (7,766)	117%	\$ 37,616
406 Food & Beverage	\$ -		\$ -		
410 Exhibit Space Sales	\$ 17,500	\$ 13,835	\$ 3,665	79%	\$ 16,000
435 Membership Dues	\$ 6,000	\$ 6,490	\$ (490)	108%	\$ 5,948
460 Interest Income	\$ 50	\$ 77	\$ (27)	154%	\$ 76
465 Misc. Income (from Scholarship fund)	\$ -		\$ -	#DIV/0!	\$ 502
480 Expense Reimbursement	\$ 1,500	\$ 500	\$ 1,000	33%	\$ 1,422
490 Sponsorship	\$ 15,000	\$ 17,800	\$ (2,800)	119%	\$ 14,000
491 Rebates	\$ 2,000		\$ 2,000	0%	\$ 1,711
495 Contributions	\$ 500		\$ 500	0%	\$ 250
TOTAL INCOME	\$ 87,550	\$ 91,468	\$ (3,918)	74%	\$ 77,525

EXPENSES					
552 Board Travel	\$ 900	\$ 781	\$ 119	87%	\$ 869
555 Other Travel	\$ 1,000		\$ 1,000	0%	\$ 1,076
575 Insurance	\$ 200		\$ 200	0%	
600 Facility Costs	\$ 12,500	\$ 8,121	\$ 4,379	65%	\$ 2,236
605 Audio Visual Equip Rental	\$ 2,500	\$ 3,215	\$ (715)	129%	\$ 1,442
615 Food and Beverage	\$ 45,000	\$ 42,152	\$ 2,848	94%	\$ 45,050
620 Transportation	\$ -	\$ 975	\$ (975)	#DIV/0!	
675 Speakers and Trainers	\$ 1,500		\$ 1,500	0%	\$ 500
680 Entertainment	\$ 2,000	\$ 1,730	\$ 270	87%	\$ 450
700 Office Supplies	\$ 250	\$ 48	\$ 202	19%	\$ 46
725 Telephones	\$ 500	\$ 312	\$ 188	62%	\$ 312
730 Postage	\$ 1,000	\$ 747	\$ 253	75%	\$ 931
735 Flowers, Gifts, Bequests	\$ 1,000		\$ 1,000	0%	
831 Books & Publications	\$ -	\$ 560	\$ (560)	#DIV/0!	
838 Printing & Production	\$ 10,000	\$ 7,936	\$ 2,064	79%	\$ 4,606
861 Awards, Fellowships, Door Prizes	\$ 3,000	\$ 734	\$ 2,266	24%	\$ 1,189
863 Scholarships to Non Students	\$ 2,500	\$ 1,866	\$ 635	75%	\$ 1,296
864 Scholarships to Students	\$ -	\$ 4,652	\$ (4,652)	#DIV/0!	
890 Bank Service Charges	\$ -		\$ -	#DIV/0!	
898 Miscellaneous	\$ 1,200	\$ 1,487	\$ (287)	124%	\$ 400
TOTAL EXPENSES	\$ 85,050	\$ 75,315	\$ 9,735	89%	\$ 60,403
Income less Expenses		\$ 16,154			\$ 17,122

Account	Balances - As of 6/30/16			6/30/15
Chapter Checking (Associated)	\$ 73,101	Associated Bank	0.00%	\$ 27,588
Chapter Money Market (Associated)	\$ 35,548	Associated Bank	0.15%	\$ 35,495
Scholarship Fund (North Shore Bank)	\$ 146,570	North Shore Bank		\$ 141,817
OVERALL TOTAL	\$ 255,219			\$ 204,900

YTD Revenue and Expense_2016 - Jun 2016

6/1/2016 through 6/30/2016

7/13/2016

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Date	Num	Description	Memo	Cat...	Tag	Amount
EXPENSES						-36,397.46
600 Facility Costs						-1,410.23
6/17/2016	148...	Holiday Inn	Spring Conference	600...	Spring Confer...	-1,410.23
605 Audio Visual Equip Rental						-3,215.00
6/17/2016	148...	Holiday Inn		605...	Spring Confer...	-3,215.00
615 Food and Beverage						-31,772.23
6/17/2016	148...	Holiday Inn		615...	Spring Confer...	-31,772.23
OVERALL TOTAL						-36,397.46

YTD Revenue and Expense_2016

1/1/2016 through 6/30/2016

7/13/2016

Page 1

Date	Num	Description	Memo	Cat...	Tag	Amount
INCOME						91,391.36
405 Registration Fees						52,766.36
3/24/2016	DE...	Deposit	Registration	405...	Spring Confer...	955.00
4/1/2016	DE...	Deposit	Registration	405...	Spring Confer...	915.00
4/8/2016	DE...	Deposit	Registration fees	405...	Spring Confer...	1,255.00
4/15/2016	DEP	Deposit	Exhibit space	405...	Spring Confer...	7,140.00
4/22/2016	DEP	Deposit	Exhibit space	405...	Spring Confer...	4,110.00
4/26/2016	DEP	Deposit	Registration fees	405...	Spring Confer...	10,509.39
4/26/2016	DE...	Deposit	Registration fees	405...	Spring Confer...	16,988.27
4/29/2016	DEP	Deposit	Registration	405...	Spring Confer...	3,415.00
5/9/2016	DEP	Deposit	Registration	405...	Spring Confer...	1,940.00
5/20/2016	DEP	Deposit	Registration	405...	Spring Confer...	625.00
5/20/2016	DEP	Deposit	Credit adjustment for r...	405...	Spring Confer...	12.00
5/31/2016	DE...	Deposit	Registration	405...	Spring Confer...	4,901.70
410 Exhibit Space Sales						13,835.00
3/24/2016	DE...	Deposit	Exhibit Space	410...	Spring Confer...	10,840.00
4/1/2016	DE...	Deposit	Exhibit	410...	Spring Confer...	425.00
4/8/2016	DE...	Deposit	Exhibitors	410...	Spring Confer...	2,145.00
5/31/2016	DE...	Deposit	Exhibit	410...	Spring Confer...	425.00
435 Membership Dues						6,490.00
1/29/2016	DE...	Deposit	Dues reimbursement	435...	Membership ...	2,100.00
4/26/2016	DE...	Deposit	Dues reimbursement	435...	Membership ...	4,390.00
480 Expense Reimbursement						500.00
3/30/2016	DE...	Deposit	Reimbursement	480...	Council of Ch...	500.00
490 Sponsorship						17,800.00
1/29/2016	DE...	Deposit	OMNNI, RA Smith,R/M...	490...	Sponsorship	6,300.00
2/5/2016	DEP	Deposit	Bruce, MSA	490...	Sponsorship	2,000.00
2/29/2016	DEP	Deposit	Multiple sponsorships	490...	Sponsorship	6,500.00
3/30/2016	DE...	Deposit	Sponsorship	490...	Sponsorship	900.00
4/26/2016	DEP	Deposit	Sponsorship	490...	Sponsor	900.00
5/31/2016	DE...	Deposit	Sponsorship	490...	Sponsor	1,200.00
EXPENSES						-75,314.78
Uncategorized						0.00
5/31/2016	1486	**VOID****VOID**VOID	Voided check			0.00
5/31/2016	1488	**VOID****VOID**VOID	Voided check			0.00
552 Delegate Travel						-780.66

YTD Revenue and Expense_2016

1/1/2016 through 6/30/2016

7/13/2016

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Date	Num	Description	Memo	Cat...	Tag	Amount
2/29/2016	1464	Paul Woodard	Council of Chapters	552...	Delagates Me...	-205.27
2/29/2016	1465	Mike Dailey	Council of Chapters	552...	Delagates Me...	-575.39
600 Facility Costs						-8,121.00
2/5/2016	1463	Vanden Plas Sanitation	Restroom rental	600...	Snow Plow R...	-300.14
5/5/2016	1482	Clark Wantoch	Golf outing	600...	Spring Confer...	-6,410.63
6/17/2016	148...	Holiday Inn	Spring Conference	600...	Spring Confer...	-1,410.23
605 Audio Visual Equip Rental						-3,215.00
6/17/2016	148...	Holiday Inn		605...	Spring Confer...	-3,215.00
615 Food and Beverage						-42,151.71
1/29/2016	1462	Ruekert-Mielke	Reimbursement for lun...	615...	E.C. Meeting	-360.99
3/31/2016	1469	Stadium View	Food and Beverage	615...	Snow Plow R...	-3,689.75
3/31/2016	1470	Ruekert-Mielke	Reimbursement for lun...	615...	E.C. Meeting	-151.77
5/31/2016	1487	Sentry Services	Food at golf outing	615...	Spring Confer...	-6,176.97
6/17/2016	148...	Holiday Inn		615...	Spring Confer...	-31,772.23
620 Transportation						-975.00
4/24/2016	1476	Lamers Bus Lines	Transportation	620...	Spring Confer...	-975.00
680 Entertainment						-1,730.00
5/5/2016	1483	Moon Light Productions	Entertainment	680...	Spring Confer...	-1,730.00
700 Office Supplies						-48.01
1/20/2016	DE...	Office Max	Binders and tabs	700...	Office Supplies	-48.01
725 Telephones						-311.53
2/6/2016	DE...	Go To Meeting	Teleconference	725...	Go to Meeting...	-311.53
730 Postage						-746.83
3/31/2016	147...	Nancy Cavanaugh	Postage	730...	April Newsletter	-528.35
4/3/2016	147...	Action Graphics	Postage for postcards	730...	Spring Confer...	-218.48
831 Books & Publications						-560.00
2/29/2016	1467	John Edelbeck	Reimbursement for po...	831...	Posters	-560.00
838 Printing & Production						-7,935.76
1/5/2016	1460	Nancy Cavanaugh	Newsletter	838...	Jan Newsletter	-2,930.00
3/31/2016	147...	Nancy Cavanaugh	Printing/Production	838...	April Newsletter	-4,267.26
4/3/2016	147...	Action Graphics	Production - postcards	838...	Spring Confer...	-331.00
5/31/2016	1484	Point Embroidery & Sc...	Shirts	838...	Spring Confer...	-407.50
861 Awards, Fellowships, Door Prizes						-734.40
4/26/2016	1478	Championship Awards	Awards	861...	Spring Confer...	-415.72
5/2/2016	1481	Complete Office Of Wi...	Awards	861...	Award Plaques	-318.68
863 Scholarships To Non Students						-1,865.50
1/29/2016	1461	City Of Columbus	Reimbursement for cla...	863...	Scholarship	-1,062.50

YTD Revenue and Expense_2016

1/1/2016 through 6/30/2016

7/13/2016

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Date	Num	Description	Memo	Cat...	Tag	Amount
2/29/2016	1466	Village Of Whitefish Bay	Tuition Reimbursement	863...	Tuition Reimb...	-150.00
4/24/2016	1473	Patrick Clemens	reimbursement	863...	Tuition Reimb...	-150.00
4/24/2016	1474	City Of Janesville	Reimbursement	863...	Tuition Reimb...	-400.00
4/24/2016	1475	Village Of Fox Point	Reimbursement	863...	Tuition Reimb...	-16.25
5/2/2016	1479	Patrick Clemens	Reimbursement	863...	Tuition Reimb...	-75.00
5/31/2016	1485	Village Of Fox Point	Reimbursement	863...	Tuition Reimb...	-11.75
864 Scholarships To Students						-4,652.38
3/8/2016	1468	APWA Wisconsin	2015 Contribution to S...	864...	Scholarship T...	-4,652.38
898 Miscellaneous						-1,487.00
4/24/2016	1477	APWA	Winter Maintenance C...	898...	Winter Mainte...	-1,000.00
5/2/2016	1480	APWA	CEU	898...	CEU Applicati...	-50.00
5/11/2016	DE...	Adjustment	Returned check and fee	898...	Spring Confer...	-437.00
OVERALL TOTAL						16,076.58

Dundee, Eric

From: Scott Brandmeier [sbrandmeier@villageoffoxpoint.com]
Sent: Wednesday, July 13, 2016 3:12 PM
To: Dundee, Eric
Cc: Scott Brandmeier; Tricia Church
Subject: RE: June report

Eric,

There is one other thing that needed to be done but I haven't been able to tackle it this month – provide the EC with a recommendation on refunds for the spring conference. I don't have a memo but I'll provide you with this:

1. Exhibitors:
 - a. Gallagher – overpaid by \$50 – recommendation to refund that amount
 - b. Wausau – cancelled on the day they were to set up – recommendation to not refund the fees
 - c. Barrientos – overpaid by \$50 – recommendation to refund that amount

2. Individuals (Tracy and I calculated an approximate cost for all the meals and determined that for a full registration, \$125 should be withheld to cover the cost of meals, for Thursday and Friday, \$100 be withheld and for spouses \$65)
 - a. Tim Marko – SEH – cancelled on May 3 – full registration (\$250) – issue refund for \$125 as this is our first conference with the policy
 - b. Paul Eiring – Graef – cancelled on May 3 – partial registration (\$195) – issue refund for \$95
 - c. Jim Lisak – Graef – cancelled on April 14 – only paid for one day (\$60) – issue refund for \$35 (\$60 less the \$25 policy amount)
 - d. Brad Patterson – overpaid by \$10 – issue full refund
 - e. JJ Larson – overpaid by \$55 – issue full refund
 - f. Ron Romeis (spouse) – paid \$125, issue refund for \$60

3. TIME registrants – refund \$25 to each of the six registrants.

This is what my notes reflect (Tricia is copied on this message for QC). Please place this before the EC for their approval or modification and approval but I will not be available (as I noted earlier) to speak to the motion.

Scott

Scott Brandmeier, P.E.
Director of Public Works
Village of Fox Point
7200 North Santa Monica Boulevard
Fox Point, WI 53217
414-351-8900
sbrandmeier@villageoffoxpoint.com

From: Scott Brandmeier
Sent: Wednesday, July 13, 2016 2:55 PM
To: edundee@cityofmadison.com
Cc: Scott Brandmeier <sbrandmeier@villageoffoxpoint.com>
Subject: June report

Eric,

Sorry for the delay – been a crazy last four weeks or so. I will not be able to attend the meeting next week as I will be on vacation. Certainly e-mail me with any questions as I will be checking that regularly.

Scott

Scott Brandmeier, P.E.
Director of Public Works
Village of Fox Point
7200 North Santa Monica Boulevard
Fox Point, WI 53217
414-351-8900
sbrandmeier@villageoffoxpoint.com

**APWA
Wisconsin Chapter
COMMITTEE REPORT**

Committee Name: Engineering & Technology

Chair: Jim Mantes

Executive & Technical Committee Meeting Date: 7/21/2016

Committee Emphasis:

Education of membership on a wide range of topics via presentations and newsletter articles.

Notes from Most Recent Meeting:

Attached

Notes:

The Committee met at the spring conference. The main topic was potential topics for upcoming conferences.

Plan to meet sometime in August for a social event.

See attached for Fall 2016 conference speaker info.

Suggested Conference Session Topics: (rank by priority. Include speaker name if available)

1. See Attached.
- 2.
- 3.

**APWA Wisconsin Engineering Technology Committee
Fall 2016 Conference Possible Presentations**

	Topic	Description	Possible Speaker
1	Value Engineering	Value engineering is a concept that can be applied to projects of any size to help a project owner make informed decisions on complex projects. Several case studies will be presented of projects where value engineering was able to create an effective solution.	Terry Beuthling, HNTB
2	Contracts	Presentation on contract vulnerabilities and the need for contract updates for entities without in house legal staff. How to spot bad contract language.	Roy Wagner, von Brisen & Roper s.c.
3	Ethics - Professional Conduct	Presentation containing information about ethics in engineering, indemnification, and insurance needs for professionals.	Roy Wagner, von Brisen & Roper s.c.
4	SL-RAT	SL-Rat (Sewer Line- Rapid Assessment Tool) transmits sound waves from the upstream manhole to a receiver at the downstream manhole to determine the degree of blockage. The receiver assigns a 1-10 ranking to highlight the degree of blockage based on how much of the sound waves are absorbed or blocked in the pipe. This technology received the 2012 WEF innovative technology award.	Jeff Tinlin, Infosense
5	Underground Utility Technology and Assessments	Trenchless install methods of utilities and methods of using technology to conduct utility condition assessments.	Paul Pasko, SEH
6	Connected Vehicles	Overview of the current technology in connected/autonomous vehicles and what the future is with this technology. What studies have been conducted and how with this technology impact facility owners.	Jim Barbaresso, HNTB
7	Mobile Apps / Using Social Media	Overview of types of mobile apps are in use for municipalities and other facilities. How these apps are used for information, efficiency, or other purposes. How to effectively use social media to engage the public.	Laura Goranson, G.Moxie
8	Milwaukee Bucks Arena Project	Overview of the Milwaukee Bucks arena and public plaza project in Milwaukee, WI.	Ghassan Korban City of MKE / Ashley Booth HNTB
9	Telecom Lease Agreements	What to look for in telecom and other utility lease agreements. How can these facilities impact municipalities.	Dave Romsos, SEH
10	Milwaukee City Hall Foundation Rehabilitation	Presentation discussing the City of Milwaukee City Hall Foundation Restoration project. The project was designed to address the differential settlement of the Milwaukee City Hall Building. Designed solution will include supplemental micro-piles and CIP caps tied to existing pile caps using post-tensioning methods.	City of Milwaukee / Gilbane
11	UAV and Other Geospatial Data Collection Techniques	Presentation discussing emerging technology with survey data collection by UAV and other automated techniques such as LiDAR and 3D Laser Scanning. Presentation would also discuss when these options can be considered and possible limitations.	RA Smith National, Jonathan Chapman or Shane Zodrow
12	Bicycle Programs for Municipalities	Presentation discussing funding for bike facilities and public outreach. Could also cover Bublr Bike (Milwaukee) program or Madison's B-Cycle program. This presentation could also include discussion of best practices, including winter maintenance of bike paths and bike center designs.	Kevin Hardman - Bublr Bikes
13	Parking Technology for Communities	Presentation discussing use of parking technology to aid in enforcement of parking restrictions such as parking kiosks, parking meter phone apps, and other technology	Parkmobile or Mad rep or Milw rep

**APWA
Wisconsin Chapter
COMMITTEE REPORT**

Committee Name: Fleet Services

Chair: Nathan Wachtendonk

Executive & Technical Committee Meeting Date: July 21, 2016

Committee Emphasis:

Fleet maintenance and planning the Snow Plow Roadeo and Equipment Show.

Notes from Most Recent Meeting:

Attached

Notes:

Meeting minutes from the June 29th meeting attached.

Suggested Conference Session Topics: (rank by priority. Include speaker name if available)

1. GPS/AVL for salt/sand/brine usage. Jack Fieweger Force America.
- 2.
- 3.



Fleet Services Committee Meeting

Wednesday June 29th, 2016 9-10:30am

Location: Faros Family Restaurant Fond Du Lac WI

- 1. Introductions.**
The third meeting of 2016 kicked off with 13 participants.
- 2. Cones/Barricades.**
Discussion took place regarding the vendor for cones and barricades and the issues we had in the past. It was decided to allocate any excess funds to the purchase of cones/barricades and will be stored in a trailer that will be donated by JX Peterbilt. The trailer will also serve as storage for all Roadeo materials.
- 3. Check List.**
The Roadeo task check list was reviewed with tasks being shared between committee members.
- 4. Course layout-changes for 2016?**
Changes to the course were discussed; the addition of rebar obstacles in the roundabout and around the parked cars will be added. The score cards will have to be updated.
- 5. Vendor/driver recruitment.**
Andrew Lang is putting together a master vendor list, Nathan and Andy will be working together to have it put together by the end of July. Currently there is six (6) vendors signed up for the Roadeo.
- 6. Mechanic/driver training during the Rodeo.**
There will be training on Allison Transmissions along with Fuel Systems will be performing training on Air Conditioning.
- 7. Tailgate Zone.**
The Packers will have the Tailgate Zone constructed by the end of July, anyone interested in taking a walkthrough and assisting with vendor placement and the PA system needs is welcome to join. Nathan will send out an invite when he gets a final date.
- 8. Upcoming meetings/locations.**
August 24th-Final meeting before Roadeo.
September 7th-Snow Plow Roadeo.
September 22nd-Roadeo Recap.

Wisconsin Chapter
American Public Works Association
Fleet Services Committee
Chair: Nathan Wachtendonk



Attendees:

Nathan Wachtendonk-City of Green Bay
Andy Lang-Capsers Truck Equipment
Dan Shoemaker-JX Peterbilt Green Bay & Appleton
Jim Leu-City of West Allis
Max Hawkins-Monroe Truck Equipment
Ray Dilts-City of Fond Du Lac
Bruce Brazee-City of Appleton
Jack Fieweger-Force America
Rick Heisler-Heavy Equipment Specialist
Jay Getka-City of Kenosha
Tony Stupar-City of Kenosha
Steve Schmeling-City of West Bend
Bob Rauchaul-Waukesha County

TRANSPORTATION COMMITTEE

APWA WISCONSIN CHAPTER Spring Conference – Stevens Point May 5, 2016

Committee Members

Member	Present	Member	Present
Chris Petykowski	Yes	Gary Evans	Yes
Tom Turchi	Yes	Matt Hamel	Yes
Rielly O'Donnell	Yes	Alex Saunders	Yes
Kevin McMullen	Yes	Gene Kussart	Yes

Update from Previous Meeting

1. Adverse Possession Law Change: Signed into law.
2. Governor's Transportation Budget: Has not been released. Deep concern with funding levels.
3. WDOT Project Agreements: No update.
4. Farm weight limit requirements: Not discussed.

Committee Member Updates

1. Promotional Team (O'Donnell): Nothing new to report.
2. Certification Workgroup (Petykowski): Pilot projects are under way.
3. Standards Committee: Did not discuss.

New Items

The Committee discussed how we might advance our causes in the political arena. It is difficult for our organization to influence agency leaders and policies. We may need to align with other organizations. This will need to be discussed in upcoming meetings.

Potential Conference Topics

1. Advanced Vehicle Systems, vehicle to vehicle communication, driverless, etc. (need presenter)
2. Statewide Intrastate Bikeway project. (Suggested by Paul Woodard) (Possible speakers include Brigit Brown, WDNR and Jill Mrotek-Glenzinski WisDOT)
3. Minnesota bike and pedestrian counting initiative in the St. Paul area. (Suggested by Paul Woodard)
4. Presentation on Pavement Durability (Wisconsin Concrete Pavement Association)
5. Overweight / Oversized Loads (WDOT expert)
6. Panel Discussion on Municipal Assessment Methodology. (Municipal Officials)
7. Flashing yellow arrows at traffic signals. Possibly combined with related topics having to do with traffic signals.
8. Traffic Signal warrants / Stop sign warrants.
9. Update on the next Federal Highway Bill (If anything note worthy is available)
10. Sidewalk Policy (Municipal Staff or consultants, say 2 to 3 unique approaches)
11. Transportation Budget Funding (Mark Gottlieb)
12. New products and technologies; for example, ADS materials
13. SEWRPC 2050 Plan

Newsletter Topics

1. April 2013 – Rain Gardens (Genesis Steinhorst, City of Madison)
2. July 2013 – Pavement Recycling (Dan Knoeck, City of Marshfield)
3. October 2013 – Storm Water Trash Screen (Rob Phillips, City of Madison)
4. January 2014 – A Sustainable Roadway – South Second St Milwaukee (Tom Rach)
5. April 2014 - Bioretention or hot in place asphalt recycling. (Gary Evans)
6. July 2014 – Bike Paths (Rob Phillips)
7. October 2014 - Limestone added to Clinker (Kevin McMullan)
8. January 2015 – LED Street Lights – Petykowski
9. April 2015 – Topic TBD, Tom Turchi will draft an article.
10. July 2015 – Needs to be assigned.

Next Meeting

Conference Call, date and time to be determined.

**APWA
Wisconsin Chapter
COMMITTEE REPORT**

Committee Name: Water Resources

Chair: Bill Frisbee

Executive & Technical Committee Meeting Date: May 5, 2016

Committee Emphasis:

Tracking legislation that affects stormwater permittees throughout the state.

Notes from Most Recent Meeting:

Attached

Notes:

We discussed presentations from Spring Conference and potential speakers for future conferences.

Jeff updated storm water fee matrix.

Need to update committee member list.

Suggested Conference Session Topics: (rank by priority. Include speaker name if available)

1. Janesville I-90 DOT Stormwater presentation (Tim Whittaker - Janesville and Caroline Burger - Brown & Caldwell)
2. Janesville Floodplain Mapping (Tim Whittaker - Janesville and Eric Thompson - MSA)
3. Testing the Waters (Eric Compas - UW Whitewater and Suzanne Wade - Rock River Coalition)

**APWA
Wisconsin Chapter
COMMITTEE REPORT**

Committee Name: Diversity	
Date: July 18 2016	Chair: Bill Dunlop
Current Year - Area of Emphasis:	
Continue Outreach Programs	
Continue Presentations at Chapter Conferences	
Set 3 year goals and measurable objectives.	
Current Issues:	
Continuing up 2015-2016 visits with College Club (Ahna Bizjak and Bill Dunlop)	
Fall 2016 conference topic.	
Mentoring opportunities in other communities.	
Boys and Girls Club Bike Ride - 5 riders raised \$1165. Number of riders decreased by 1 and total raised decreased slightly. Support from chapter members increased, especially from outside Dane County. One rider from Michigan Chapter rode with the team.	

Notes From Most Recent Meeting**Date:** June 9 , 2016

Bimonthly teleconference to discuss initiatives:

Positive feedback on Spring Conference presentation. Panel discussion well received.

Boys and Girls Club Fund Raiser - Scheduled for July 16th.

Fall Conference Speaker - presentation discussed and set.

Discussed feedback from Spring Conference and potential changes to address feedback.

Nahid Afsari will become vice chair and take over as chair.

Discussed lack of minority attendance at conference.

Discussed partnering with other organizations on conferences or events to promote diversity.

Conference Topics:

Fall Conference Speaker will be a presentation by City of Franklin and Kayla's Krew on promoting projects that support diversity in communities. Glen Morrow, City of Franklin, and Shelly Runte, Kayla's Krew will present.

**APWA
Wisconsin Chapter
COMMITTEE REPORT**

Committee Name: Education & Scholarship

Chair: Holly Powell

Executive & Technical Committee Meeting Date: July 21, 2016

Committee Emphasis:

Scholarships, tuition reimbursements, educational opportunities, Winter Maintenance Supervisor Certificate

Notes from Most Recent Meeting:

Attached

Notes:

The Winter Maintenance Supervisor Certificate will be on Tuesday, Sept. 6 at the Tundra Lodge (\$60). Registration online and paper is available at <http://wisconsin.apwa.net/EventDetails/8224>. So far 24 attendees are registered with a goal of 75-100. NEWSC communities are eligible for \$30 vouchers (50 available with a max. of 3 per community). Seven speakers are confirmed to present on Planning & Policy, weather, materials, equipment, snow and ice and extreme events.

ARRA is interested in letting our members know about seminar on "In-Place Recycling & Reclaiming" on August 16 & 17 in Lake Geneva. See attached information.

Suggested Conference Session Topics: (rank by priority. Include speaker name if available)

- 1.
- 2.
- 3.



IN-PLACE RECYCLING & RECLAIMING SEMINAR WITH LIVE DEMONSTRATION

August 16th & 17th, 2016

Location

The Abbey Resort

269 Fontana Blvd
Fontana-On-Geneva Lake, WI 53125

For those needing overnight accommodations, please make arrangements directly with the hotel.

www.theabbeyresort.com

**Qualifies for
12 Professional Development Hours
(PDH)**

Learn from the people who wrote the book.

Who Should Attend:

The Seminar addresses the needs of professionals at all levels from Interstate Highways to Commercial and Residential Developments—Design Engineers, Highway Engineers, Consulting Engineers, other Public Works Officials, Contractors, and Material Suppliers, who want to incorporate responsible recycling into their pavement program.

Seminar Topics

- Slurry/ Micro Applications
- Cold In-Place Recycling
- Alternative Road Designs
- Cold Planing
- Full Depth Reclamation
- Mix Designs
- Hot In-Place Recycling
- Soil Stabilization

IN PARTNERSHIP WITH



WHAT IS THE 2016 IN-PLACE RECYCLING & RECLAIMING SEMINAR?

The In-Place Recycling & Reclaiming Seminar, and Live Demonstration, is a forum of pavement professionals representing State, Local and Federal Agencies, Contractors, Suppliers, Consultants, Academia, MPO's, all working together to take advantage of the synergy to be gained from sharing information and identifying common issues for further investigation. The seminar will provide a platform for national pavement professionals to present the state-of-the-art technologies that went on to be the building blocks of the Basic Asphalt Recycling Manual (BARM).

WHEN AND WHERE WILL THE CONFERENCE BE HELD?

The seminar will be held in Lake Geneva, WI on Tuesday, August 16, 2016, and concluding Wednesday, August 17, 2016 at the The Abbey Resort, 269 Fontana Blvd, Fontana-On-Geneva Lake, WI 53125.

WHO SHOULD ATTEND?

The seminar addresses the needs of professionals at all levels from Interstate Highways to Commercial and Residential Developments—Design Engineers, Highway Engineers, Consulting Engineers, other Public Works Officials, Contractors, and Material Suppliers, who want to incorporate responsible recycling into their pavement program.

SITE VISIT

On Wednesday seminar participants will visit In-place Recycling projects. The field trip provides firsthand understanding of the flexibility, sustainability, and economy of in-place recycling. Transportation is included with conference registration.

HOW DO I REGISTER FOR THE IN-PLACE RECYCLING CONFERENCE?

Please complete the attached meeting registration form and fax or mail to the address indicated on the form BEFORE July 29, 2016. All registrations include breakfast, lunch, and break refreshments on both days.

WHERE CAN I STAY WHEN ATTENDING THE IN-PLACE RECYCLING CONFERENCE?

We have made arrangements with the Abbey Resort for a discounted room rate for attendees. For those needing overnight accommodations, **please dial 800-709-1323 then press #2, on or before July 16, 2016 and identify yourself as part of the ARRA group.**

CONTINUING EDUCATION CREDITS

This conference qualifies for 12 Professional Development Hours (PDH)

PRELIMINARY SCHEDULE

TUESDAY, August 16, 2016

7:30 AM - 8:15 AM	Registration/ Breakfast
8:15 AM - 8:30 AM	Welcome/ Introductions
8:30 AM - 9:15 AM	Pavement Preservation/ Thin Pavement Techniques
9:15 AM - 10:00 AM	Cold Planing/ Milling
10:00 AM - 10:15 AM	Break
10:15 AM - 11:00 AM	Hot In-Place Recycling
11:00 AM - 11:45 AM	Cold In-Place Recycling
11:45 AM - 12:00 PM	Questions/ Comments
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:45 PM	Full Depth Reclamation
1:45 PM - 2:30 PM	Soil Stabilization
2:30 PM - 3:15 PM	Mix Designs
3:15 PM - 3:30 PM	Break
3:30 PM - 4:15 PM	Alternative Road Designs
4:15 PM - 4:30 PM	Industry Trends (Intelligent Compaction)
4:15 PM - 5:00 PM	Job Story/ Integrating Recycling Technologies
5:00 PM - 6:00 PM	Adjournment
6:00 PM - 7:00 PM	Reception—Drinks and Hors D'oeuvres
7:00 PM - 10:00 PM	Dinner

WEDNESDAY, August 17, 2016

7:00 AM - 7:30 AM	Load Buses/ Leave for Project Site
8:00 AM	Arrive at Project Site
8:00 AM - 9:00 AM	Breakfast/ Networking on Project Site
9:00 AM - 5:00 PM	Project Site Visit
12:00 PM - 1:00 PM	On-Site Lunch
5:00 PM	Return to hotel/ Adjournment

* Speakers and schedule subject to change.

REGISTRATION INFORMATION

REGISTER BEFORE July 29, 2016

ONLINE: arra.org/arra-lake-geneva-seminar

FAX: 410-267-7546

MAIL, WITH PAYMENT: Asphalt Recycling & Reclaiming Association, #3 Church Circle - PMB 250, Annapolis, MD 21403

Mailed payments need to arrive or be received on or before July 29, 2016

Please include separate registrations for all attendees.

NAME:			
TITLE:			
ORGANIZATION:			
STREET ADDRESS:			
CITY:			
WORK PHONE:		EMAIL:	
ATTENDING TUESDAY NIGHTS DINNER?	<input type="checkbox"/> YES <input type="checkbox"/> NO	SAFETY VEST SIZE:	<input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/> XL <input type="checkbox"/> XXL <input type="checkbox"/> XXXL

TOTAL DUE	IF REGISTERED BY JULY 29, 2017	IF REGISTERED BY JULY 29, 2016
ARRA Member	<input type="checkbox"/> \$400.00	<input type="checkbox"/> \$500.00
Government Agency/Academia	<input type="checkbox"/> \$150.00	<input type="checkbox"/> \$250.00
Non ARRA Member	<input type="checkbox"/> \$600.00	<input type="checkbox"/> \$700.00
TOTAL DUE		

TOTAL DUE	MEMBER PRICING	NON-MEMBER PRICING
Platinum Sponsor	<input type="checkbox"/> \$6,000.00	<input type="checkbox"/> \$9,500.00
Gold Sponsor	<input type="checkbox"/> \$4,000.00	<input type="checkbox"/> \$7,500.00
Silver Sponsor	<input type="checkbox"/> \$2,500.00	<input type="checkbox"/> \$6,000.00
Bronze Sponsor	<input type="checkbox"/> \$1,500.00	<input type="checkbox"/> \$5,000.00
Lanyard Sponsor	<input type="checkbox"/> \$2,000.00	<input type="checkbox"/> \$5,200.00
Safety Vest Sponsor	<input type="checkbox"/> \$4,500.00	<input type="checkbox"/> \$6,700.00
Water Sponsor	<input type="checkbox"/> \$3,000.00	<input type="checkbox"/> \$6,300.00
TOTAL DUE		

PAYMENT INFORMATION

Check Mailed with registration: Check number: _____ Payable to "Asphalt Recycling & Reclaiming Association"

Please bill my CREDIT CARD

Credit Card: Visa Mastercard American Express

NAME ON CARD:			
CARD NUMBER:			
CARD NUMBER:			
EXPIRATION DATE:		CVV2 #:	
EMAIL FOR RECEIPT:			
CARDHOLDER STREET ADDRESS:			
CARDHOLDER CITY/STATE/ZIP:			

AUTHORIZED SIGNATURE: _____

**2016 APWA - WISCONSIN CHAPTER FALL CONFERENCE
Preliminary Budget**

Revenues				Expenses	
Registration Total:			\$41,000.00	Wednesday	
Full Conference	130 @ \$ 250.00 =		\$32,500.00	Seneca Tours - Van Rental	1 @ \$ 250.00 = \$ 250.00
Full Conference - Late	15 @ \$ 300.00 =		\$ 4,500.00	Get Acquainted Party	
New Member/First Timer, Full Conf.	20 @ \$ 125.00 =		\$ 2,500.00	Food	200 @ \$ 25.20 = \$ 5,040.00
Guest w/member	10 @ \$ 125.00 =		\$ 1,250.00	Drink	400 @ \$ 7.00 = \$ 2,800.00
Retired	2 @ \$ 125.00 =		\$ 250.00	Bus transportation	1 @ \$ 1,000.00 = \$ 1,000.00
				Wednesday Expense Total:	\$ 9,090.00
				Thursday	
Individual Activity Fee Total:			\$10,155.00	Thursday Facility Expense Per Contract	\$ 1,500.00
Get Acquainted Party - Wed	15 @ \$ 60.00 =		\$ 900.00	Spouse Tour van rental	\$ 250.00
Get Acquainted Party - Wed - Late	5 @ \$ 75.00 =		\$ 375.00	Breaks & Lunch Total:	\$ 6,202.50
Thursday only (no banquet)	15 @ \$ 125.00 =		\$ 1,875.00	First timers Breakfast	25 @ \$ 14.50 = \$ 362.50
Thursday only (no banquet) - Late	10 @ \$ 150.00 =		\$ 1,500.00	Breaks- AM and PM	165 @ \$ 16.00 = \$ 2,640.00
Thursday only with banquet	10 @ \$ 160.00 =		\$ 1,600.00	Luncheon - Thursday	200 @ \$ 16.00 = \$ 3,200.00
Thursday only with banquet - Late	10 @ \$ 185.00 =		\$ 1,850.00	Reception & Drinks Total:	= \$ 3,880.00
Social Hour/Banquet - Thurs	15 @ \$ 75.00 =		\$ 1,125.00	Setup/Teardown for entertainment	1 @ \$ 200.00 = \$ 200.00
Social Hour/Banquet - Thurs late	5 @ \$ 90.00 =		\$ 450.00	Social Hour (2 drinks each)	400 @ \$ 7.00 = \$ 2,800.00
Friday only with lunch	8 @ \$ 60.00 =		\$ 480.00	Cheese and Sausage Display	3 @ \$ 74.00 = \$ 222.00
				Vegetable Display	3 @ \$ 61.00 = \$ 183.00
				Fresh Fruit Display	2 @ \$ 71.00 = \$ 142.00
				Barbeque Meatballs	3 @ \$ 49.00 = \$ 147.00
				Chicken Strips	3 @ \$ 62.00 = \$ 186.00
				Banquet Meal Total:	200 = \$ 6,125.00
				Meat	100 @ \$ 28.75 = \$ 2,875.00
				Fish	100 @ \$ 25.50 = \$ 2,550.00
				Dessert	200 @ \$ 3.50 = \$ 700.00
				Thursday Expense Total:	= \$ 17,957.50
				Friday	
				Friday Facility Expense Per Contract	\$ 1,000.00
				Breakfast - included in room rate	100 @ \$ - = \$ -
				Break - AM	100 @ \$ 10.50 = \$ 1,050.00
				Luncheon - Friday	100 @ \$ 17.00 = \$ 1,700.00
				Friday Expense Total:	\$ 3,750.00
				Miscellaneous Exp.	
				Speaker fees if needed	\$ 1,000.00 = \$ 1,000.00
				Hotel Equipment Rental Fees	\$ 2,035.00 = \$ 2,035.00
				Credit Card Fees	\$ 1,000.00 = \$ 1,000.00
				Transportation included above	\$ - = \$ -
				Entertainment	\$ 1,000.00 = \$ 1,000.00
				Door Prizes	\$ 1,000.00 = \$ 1,000.00
				Speaker Gifts	\$ 750.00 = \$ 750.00
				Printing & Mailing	\$ 1,000.00 = \$ 1,000.00
				Total Miscellaneous Expenses:	= \$ 7,785.00
				Total Expenses:	= \$ 38,582.50
				Preliminary Conference Profit/(Loss):	= \$ 13,472.50
Sponsorship Fees:			= \$ 900.00		
Total Revenue: 270			= \$ 52,055.00		