

PUBLIC WORKS STANDARDS, INC. – GREENBOOK COMMITTEE

MEETING MINUTES

April 20, 2017

Presiding: Erik Updyke, APWA Co-Chair

1. Called to Order: 9:38 a.m.

2. Self-Introduction of those present (from the sign-in sheet):

Kubasek, Chris*	OCPW
McClintock, Hudson	City San Diego
Tatalovich, Mike*	LACSD
Taylor, Carl	Huitt-Zollars
Updyke, Erik*	LA County
Vivant, Don*	Sully-Miller/AGCC

Via Webconference / Teleconference:

Bradley, Walter*	City of LA BOCA
Datuin, Elmer*	Riverside County
Dungca, Cathy*	City of San Diego
Gilley, Curt*	Terrain Eng./AGCC
Massabki, Raffi*	City of LA, BOE
Mercado, Edgar*	City of LA DWP
Mohieze, Omar*	City of Burbank
Peterson, Dan*	DJP Co./AGCC
Ofanesyan, Sarkis*	City of Glendale
Woolsey, Rory	BNi

(* denotes voting member)

(** denotes voting member with proxy)

3. Establish a Quorum:

Self-introductions were made and a quorum was not established at the beginning of the meeting with only 11 voting members present.

4. Approval of Minutes from Last Meeting:

A quorum was not established and a vote to approve minutes was not held.

5. Correspondence:

- Email dated 4/17/17 from Erik Updyke to GB Committee Members: transmitted three draft changes for review, Changes 275U, 283U, 290U.
- Email dated 4/11/17 from Vin Wilhelm to Erik Updyke: transmitted a report from Google Analytics showing YTB Greenbook site statistics compared to the same period in 2016. In Summary:
 - Users are up 14% and Sessions are up 16%

- The percentage of users who are "new" is down to 15.4% from 17%
- Day-to-day traffic is consistent

6. Old Business:

- a. Supplement Changes: The changes listed below will be voted on at the next meeting scheduled on May 18, 2017.
- Change No. 267S – Section 203-3 Emulsified Asphalt & 302-4 Slurry Seal Surfacing
 - Change No. 279S – Sections 203-4 and 302-3 Microsurfacing
 - Change No. 281E – Part 4 Existing Improvements, Protection and Restoration
- b. Other Old Business: None

7. New Business:

- a. Co-Chairman's Report:
Erik Updyke reported:
- 1) On March 16, 2017 PWSI held their annual meeting at AGCC, West Covina. Topics of discussion included financials, future of the GB, attendance and participation, need for new young participants, and the need for a paid full-time administrator. Meeting minutes may be developed and distributed next month.
 - 2) ASCE San Diego Chapter will host a GB seminar on May 5, 2017, see attached flyer.
- b. Secretary's Report: nothing to report.
- c. Communication Report: nothing to report.
- d. Surface Materials and Methods Subcommittee (SC) Report:
Chris Kubasek reported:
- 1) Brief meeting with no actions except approval of last month's meeting minutes.
 - 2) Change 282S will be sent to Editorial next month.
 - 3) Developing a Subcommittee strategic plan for the next year.
- e. Underground Materials and Methods Subcommittee (SC) Report:
Curtiss Gilley reported:
- 1) Had a lengthy meeting this month.
 - 2) Work this month included Changes:
 - a. 275U (cast-in-place RCB),
 - b. 283U (Bedding and Backfill),
 - c. 284U (Part 5 upgrade), and
 - d. 290 (Jacking and Tunneling).
 - 3) Change 283U is slated to be included in the GB 2018 Edition, along with 278U which was already approved.

- f. Standard Plans Subcommittee Report: No Report.
- g. General Provisions Subcommittee (SC) Report: No report.
- h. Special Provisions Guide Subcommittee Report: No report.
- i. Editorial Standards Subcommittee Report:
 Erik Updyke reported:
 1) Met and reviewed several changes, including 282S.
- j. Other New Business: None

8. General Discussion: None

9. Date of Next Meeting: May 18, 2017

10. Adjourn: 10:05 a.m.

Submitted by: Michael E. Tatalovich, Secretary
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2017 Meeting Dates

Jan 19	Feb 16	March 16	April 20	May 18	June 15
July 20	Aug 17	Sept 21	Oct 19	Nov 16	Dec 21