


FORM F-2	OFFICER REPORT			
	Agenda Item Number	5.1	Item Title	President
	Date	1/14/23	Reported by	Travis Attanasio PE
	Purpose	2022-2023 Executive Committee Meeting		

OFFICER ACTIVITIES	
<p>Officer Installations:</p> <ul style="list-style-type: none"> The Southeast Texas Branch officers were installed along with a Section update on September 29 via a virtual meeting. The Fort Worth Branch officers were installed along with a Section Update on October 17 at an in-person meeting. <p>Other activities:</p> <ul style="list-style-type: none"> Attended the Dallas Branch annual banquet on October 17 where officers were installed by the Region 6 Director. Attended the San Antonio Branch meeting on November 14 and delivered a Section update. Conducted the 1st Quarter 2022-2023 Leadership Call on November 16. Conducted the Branch Leaders' Meeting with TexASCE President on December 14. Attended 31 other meetings (Committee, Meetings with TexASCE Staff, etc.). 	

ITEMS FOR COMMITTEE REPORTS BELOW	
<ol style="list-style-type: none"> Provide the status of ongoing programs and projects. Discuss their alignment with the Strategic Plan. Is any additional funding, beyond current budget, required to complete planned programs and projects? Provide a list of committee members and/or status of recruitment activities. Is there any additional information you would like to share with Section leadership? 	


COMMITTEE	Branch/Section Relations Committee (Standing)	CHAIR	OPEN
Goal(s):	Obtain chair and kickoff committee	Deadline(s):	ASAP
<p>The purpose of this committee is to improve relations between the Sections and Branches. This committee would assist struggling Branches such as West Texas and Caprock and garner additional volunteer interest in the Section level from active Branches such as the San Antonio Branch.</p>			
COMMITTEE	Office and Personnel Committee (Standing)	CHAIR	Travis Attanasio PE
Goal(s):	Continue to support the TexASCE staff	Deadline(s):	Ongoing
<p>The Executive Directors annual evaluation was conducted on October 14.</p>			
COMMITTEE	Past Presidents Council (Standing)	CHAIR	Susan Roth PE
Goal(s):	Determine OCEA and awards of Merit	Deadline(s):	January EXCOM
<p>The Past Presidents Council (PPC) held a Zoom meeting on December 15th to discuss and vote on the nominated projects for the ASCE Texas Section Outstanding Civil Engineering Achievement (OCEA) Award. There were five excellent projects nominated for the 2023 ASCE Texas Section OCEA Award; thirteen past presidents submitted their scoring matrix in advance based on the ASCE Global award criteria. The ASCE Texas Section OCEA Award is typically given annually to the completed project that demonstrates the greatest contribution to civil engineering progress and to society, honoring the outstanding work of the many engineers who have contributed to the project. Projects not selected as the top Texas Section OCEA Award winner can also be recommended as a Merit Award winner.</p>			

Members that had shown interest in the committee were reached out to for content to be included in the January mini-release of the TCE. Several responses were received which points out to me that with a little leadership this committee will be very active in the near future.

ITEMS FOR AGENDA	List items requiring action or discussion here.
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Item 3.1 - Request a change to the Section Rules of Operations regarding requesting donations to Past Presidents or other Distinguished Members memorials upon the passing of the member.

Item 3.1 – Request future Board consideration of a waiver of Section dues for Life Members.

FORM F-2	OFFICER REPORT			
	Agenda Item Number	5.2	Item Title	Past President
	Date	1/14/23	Reported by	Patrick Beecher PE
	Purpose	2022-2023 Executive Committee Meeting		

OFFICER ACTIVITIES
<ul style="list-style-type: none"> - Set up and facilitated a virtual meeting between Chad Ballard (previous Honors Committee Chair) and Stephen Crawford (new Honors Committee Chair). - Set up and participated in a virtual meeting with Melinda Luna (History & Heritage Committee Chair) and Jenni Peters (Executive Director) to check-in and discuss support for the activities of her committee. - Participated in a virtual meeting of the Nominating Committee on November 18, 2022, and January 6, 2023.

ITEMS FOR COMMITTEE REPORTS BELOW
<ol style="list-style-type: none"> 1. Provide the status of ongoing programs and projects. Discuss their alignment with the Strategic Plan. 2. Is any additional funding, beyond current budget, required to complete planned programs and projects? 3. Provide a list of committee members and/or status of recruitment activities. 4. Is there any additional information you would like to share with Section leadership?


COMMITTEE	History & Heritage Committee (Standing)	CHAIR	Melinda Luna PE
Goal(s):		Deadline(s):	
<ol style="list-style-type: none"> 1. Continued work with Texas Civil Engineering Magazine for articles, collect information on readership 2. Continued meeting bimonthly with committee and coordinating with National, answer questions, Working with new members to get them started on volunteering, social media to get more involvement and outreach. 			

COMMITTEE	Honors Committee (Standing)	CHAIR	Stephen Crawford PE
Goal(s):	<ul style="list-style-type: none"> • Review responsibilities • Create Schedule including milestones • Contact Chad Ballard (previous Honor's Chair) and Patrick Beecher to review nomination process and best practices • On November 18, 2022 – Texas Section Awards e-mail went out to membership – online form for nominations • Meet with new Section Directors in early 2023 • Deadline for nomination submittals 	Deadline(s):	<ul style="list-style-type: none"> • Completed • Completed • Completed • Completed • By 2/28/2023 • 5/1/2023

List of Awards:
<ul style="list-style-type: none"> • Award of Honor • Professional Service Award • Service to the People Award • Professional Service to Students Award • Government Civil Engineer Award • John A. Focht Jr Citizen Engineer Award

- History & Heritage Award
- Lifetime Service Award

COMMITTEE	Nominating Committee (Standing)	CHAIR	Lawrence Goldberg PE						
Goal(s):		Deadline(s):							
<p>Nominating committee has received applications for board positions and has met on November 18, 2022, December 6, 2022, and January 6, 2023 to discuss the slate of officers to present to the board for approval. At the January 6, 2023 meeting the committee approved to provide multiple candidates for positions to be voted on by the Texas Section members. The committee has also approved to prepare a document for the process, rules and guidelines to provide to the candidates for informing members of their qualifications. Candidate campaigning is not allowed by the Section by-laws, and therefore the committee will be preparing a document that will be forth coming with the next few weeks. Below is the list of officer candidates approved by the committee for presentation to the Texas Section Board.</p>									
<table> <tr> <td> <p>President Elect Mark Boyd Ron Reichert</p> </td> <td> <p>VP Technical Mark Mann</p> </td> </tr> <tr> <td> <p>VP Education Genest Landry</p> </td> <td> <p>Directors at Large Adam Eaton Angie Fealy</p> </td> </tr> <tr> <td> <p>VP Professional Julie Jones Steve Messina</p> </td> <td></td> </tr> </table>				<p>President Elect Mark Boyd Ron Reichert</p>	<p>VP Technical Mark Mann</p>	<p>VP Education Genest Landry</p>	<p>Directors at Large Adam Eaton Angie Fealy</p>	<p>VP Professional Julie Jones Steve Messina</p>	
<p>President Elect Mark Boyd Ron Reichert</p>	<p>VP Technical Mark Mann</p>								
<p>VP Education Genest Landry</p>	<p>Directors at Large Adam Eaton Angie Fealy</p>								
<p>VP Professional Julie Jones Steve Messina</p>									
ITEMS FOR AGENDA	List items requiring action or discussion here.								
Discuss slate of Texas Section officer nominations presented by the Nominating committee and approve for the election ballot.									

FORM F-2	OFFICER REPORT			
	Agenda Item Number	5.3	Item Title	President Elect
	Date	1/14/23	Reported by	Kimberly Cornett PE
	Purpose	2022-2023 Executive Committee Meeting		

OFFICER ACTIVITIES
<p>CECON Manual Revisions have been completed and presenting for approval. Attend committee calls and getting up to speed on each committee Membership and Strategic plan meeting still pending; yet strategic planning site it up and running.</p>

ITEMS FOR COMMITTEE REPORTS BELOW
<ol style="list-style-type: none"> 1. Provide the status of ongoing programs and projects. Discuss their alignment with the Strategic Plan. 2. Is any additional funding, beyond current budget, required to complete planned programs and projects? 3. Provide a list of committee members and/or status of recruitment activities. 4. Is there any additional information you would like to share with Section leadership?

COMMITTEE	CECON Planning Committee (Standing)	CHAIRS	John Mudd PE Stephen Archer PE
Goal(s):	Release the S/E call by mid-February	Deadline(s) :	
<p>CECON Committee completed the “lessons learned” call and held a kickoff meeting. Call for Speakers is now live. Call for Sponsors/Exhibitors will go out mid-February. Budget is being finalized and will be in President Elects hands by January 4th. It will be reviewed and presented to the Board at the Jan. 14th meeting.</p>			

COMMITTEE	Editorial Committee (Standing)	CHAIR	Marita Moya PE Michael Gurka PE
Goal(s):	Next Release in February	Deadline(s) :	January 31 for articles
<p>Editorial Committee has meet monthly and released November 2022 and December 2022 (mini version) of the TCE. Next deadline is January 31st for February release. The proposed changes to the 3rd party revenues will not change the committee’s effort level but the TCE will be modified slightly as this is implemented.</p>			

COMMITTEE	Membership Committee (Standing)	CHAIR	Patrick Williams PE
Goal(s):	<ul style="list-style-type: none"> • Meet virtually with each branch, individually, to discuss unique challenges • Promote a 2023 Raffle/Sweepstakes for new members and promote Membership at at least (1) Conference as an Exhibitor • Provide Virtual Lunch-&-Learn per “The Benefits of ASCE Membership” to at least (1) Mega/Large company in Texas <p>**See report attachment for additional goals, data, and ideas for the coming year(s)</p>	Deadline(s) :	Spring 2023

- Patrick virtually met with each branch pretty much once; and recently in December met with the following to discuss and talk-out challenges and innovative ideas:
 - Austin, Central, Dallas, Fort Worth, High Plains, Houston, Northeast, and San Antonio
 - Attached is an example follow-up of what was provided to these branches.

- Patrick is hopeful to meet with the following branches in the next week:
 - Caprock, Corpus, and West

- The following branches need a contact besides the section director, the section directors have not been responsive:
 - El Paso, Rio Grande, Southeast

COMMITTEE	Strategic Planning Committee (Standing)	CHAIR	Angie Fealy PE
Goal(s):	Review the strategic plan site and coordinate with chair	Deadline(s):	January 31, 2023
Strategic Plan site was released and functioning. Review it and make sure the goals of the organization are using it as a guide and implementing it appropriately			
ITEMS FOR AGENDA	List items requiring action or discussion here.		
Item 3.9 CECON Manual Revisions – Summary Attached CECON Preliminary Budget Approval – Attached CECON Site Selection Task Committee Request – Attached.			

CECON 2022 SUMMARY OVERVIEW / HIGHLIGHTS
September 14-16, 2022, Embassy Suites, Frisco, Texas

2022 CECON TOTALS	
Income = \$253,840	Pending = \$8,550
Expense = \$234,373	
TO DATE NET BALANCE (Profit)	\$19,467

Registration Type ⁽¹⁾	No.	% of Total ⁽²⁾	Income ⁽³⁾
3-Day Registrants	201	45.5%	\$87,840
3-Day (Government)	49	11.0%	\$19,600
3-Day (Students)	18	4.0%	\$1,800
3-Day (Sponsor Delegates)	12	2.5%	COMP
3-Day (Included with Exhibitor Registration)	58	13.0%	COMP
Wednesday Registrants (all types)	40	9.0%	\$10,350.00
Thursday Registrants (all types)	30	7.0%	\$7,763.00
Friday Registrants (all types)	3	0.5%	\$777.00
Guest / Other (1-Day Registrations)	16	4.0%	\$2,050.00
Comp Registrations (speakers/dignitaries)	3	0.5%	COMP
Exhibits Only Passes (not incl with Exh. Bundle)	13	3.0%	\$2,600.00
Registration Total	441	100.0%	\$132,780

Notes:

(1) Includes twenty-five (25) on-site registrations

(2) Total does not add up to 100% due to rounding.

(3) Includes early and late registration types.

Texas Section Commitment (CECON donation to Texas Section) = \$30,000.00 = ACHIEVED

Room pick-ups (hotel): Total = 411

- Contractual Commitment = 375 Room-nights. The contractual obligation was met.

CECON Program

Total 50 Sessions and Presentations including:

- 40 total breakout sessions with 58 speakers and 3 panels with 10 panelists,
- 58 full speakers were selected in lieu of the Lightning Round presentations,
- 4 keynotes with 7 speakers
- 3 posters were presented during the conference by 3 separate Universities,
- 14 Speakers represented public agencies / elected officials,
 - Successfully hosted the first-ever Public Works Panel
- Partnership with both the Geo-Institute and UESI Institute that offered 2 separate tracks
 - Geo Institute hosted 9 Speakers during the breakout sessions
 - UESI Institute hosted 12 Speakers during the breakout sessions
- Wednesday evening social was hosted by the Plastic Pipe Institute at the Frisco Roughriders Stadium
- Call for 2023 Speakers and Topics was opened up on October 15, 2022.

CECON 2022 SUMMARY OVERVIEW / HIGHLIGHTS
September 14-16, 2022, Embassy Suites, Frisco, Texas

Sponsors and Exhibitors

- Outstanding balances due on sponsorships: \$8,550 (not listed in revenue into sponsorship revenue)
 Intertek PSI \$2,600, Intertek PSI \$2,200, TCPA \$3,750

	2016	2017	2018	2019	2020	2021	2022	% Change 2021 - 2022
Base (Regular) 3-Day Registration Rate	\$395	\$450	\$475	\$425	\$175	\$425	\$460	8%
Total Paid Registrations (# Attendees, Reg Income)	248 \$62,340	218 \$76,895	236 \$75,245	213 \$69,330	278 \$31,410	254 \$80,005	373 \$132,780	47% 66%
Sponsorships	\$55,500.00 35 sponsors	\$37,400 29 sponsors	\$28,000 17 sponsors	\$40,500 25 sponsors	\$31,775 33 sponsors	\$29,600 30 sponsors	\$53,450 41 sponsors	81% 37%
Exhibitors (Paid)	\$28,350 38 exhibitors	\$41,700 51 exhibitors	\$31,150 30 exhibitors	\$34,700 34 exhibitors	\$4,000 13 exhibitors	\$20,135 15 exhibitors	\$68,125 58 exhibitors	238% 287%
Hotel Room Nights	331	316	328	349	(Virtual)	311	411	32%
Profit	\$14,857.28	\$40,061.33	\$9,951.58	\$18,925.28	\$(32,834.94)	\$1,963.56	\$19,467	891%

CECON Attendee Feedback

Positive: Great attendance, folks enjoyed the locality of Frisco, which did generate a lot more participation in the conference. There was a good balance of technical sessions. Feedback from our partnerships with Geo-Institute and UESI was positive. We are now engaged with T&DI, SI and EWRI for potential partnerships for 2023 conference.

Negative: Plated lunches were a bit distracting during the keynote speaker sessions.

**CECON 2023
San Marcos Embassy Suites
Budget**

Updated: January 3, 2023

PROJECTED CONFERENCE TOTALS		
Income =	\$	229,480.00
Cost =	\$	(226,310.00)
NET BALANCE	\$	3,170.00

LEGEND:	
	input
	calculation

PROPOSED BUDGET 2023

ITEM	PROJECTED PARTICIPATION	PROJECTED INCOME		PROJECTED COST		PROJECTED NET BALANCE
		UNIT	SUB-TOTAL	UNIT	SUB-TOTAL	TOTAL
Income - Registration, Exhibitors, Sponsorship						
3-Day						
Government Registration	40	\$ 400.00	\$ 16,000.00		\$ -	\$ 16,000.00
Early Discount Registration	70	\$ 400.00	\$ 28,000.00		\$ -	\$ 28,000.00
Standard Registration	75	\$ 460.00	\$ 34,500.00		\$ -	\$ 34,500.00
Late Registration	6	\$ 520.00	\$ 3,120.00		\$ -	\$ 3,120.00
1-Day						
Government Registration	5	\$ 250.00	\$ 1,250.00		\$ -	\$ 1,250.00
Early Discount Registration	12	\$ 250.00	\$ 3,000.00		\$ -	\$ 3,000.00
Standard Registration	20	\$ 280.00	\$ 5,600.00		\$ -	\$ 5,600.00
Late Registration	6	\$ 310.00	\$ 1,860.00		\$ -	\$ 1,860.00
Student						
3-Day Student	15	\$ 100.00	\$ 1,500.00		\$ -	\$ 1,500.00
1-Day Student	4	\$ 60.00	\$ 240.00		\$ -	\$ 240.00
Other						
Guests (3-Day or 1-Day Registration)	8	\$ 120.00	\$ 960.00		\$ -	\$ 960.00
Texas Section Staff Registration	3	\$ 300.00	\$ 900.00		\$ -	\$ 900.00
Awards Dinner (Single Ticket)	10	\$ 80.00	\$ 800.00		\$ -	\$ 800.00
Registration Income			\$ 97,730.00			\$ 97,730.00
Other Income						
Exhibitors (TableTop) (paid)	20	\$ 1,250.00	\$ 25,000.00		\$ -	\$ 25,000.00
Exhibitors (Large booth) (paid)	22	\$ 1,500.00	\$ 33,000.00		\$ -	\$ 33,000.00
Exhibits Only Passes	25	\$ 250.00	\$ 6,250.00		\$ -	\$ 6,250.00
Sponsors			\$ 52,000.00		\$ -	\$ 52,000.00
Income Total	341		\$ 213,980.00		\$ -	\$ 213,980.00
General Conference Items						
Event Administrator						
Event Administrator					\$ (28,000.00)	\$ (28,000.00)
Commissionable Room Rates (10%)			\$ 2,500.00		\$ -	\$ 2,500.00
Marketing						
Printing				\$ 3,500.00	\$ (3,500.00)	\$ (3,500.00)
Promotional Items				\$ 1,000.00	\$ (1,000.00)	\$ (1,000.00)
Mugs	350			\$ 8.00	\$ (2,800.00)	\$ (2,800.00)
Exhibit Hall Games/Door Prizes				\$ 1,300.00	\$ (1,300.00)	\$ (1,300.00)
Tx Contractor Rates for Marketing Insert				\$ 840.00	\$ (840.00)	\$ (840.00)
Videographer / Photographer				\$ 2,000.00	\$ (2,000.00)	\$ (2,000.00)
GALA Dinner Prizes				\$ 1,000.00	\$ (1,000.00)	\$ (1,000.00)
Meals/Beverage/Facility Costs						
Hotel Food/Beverage Costs (1)					\$ (76,000.00)	\$ (76,000.00)
Wednesday Dinner (sponsored)			\$ 13,000.00		\$ (13,000.00)	\$ -
Awards Ceremony (Entertainment/Decorations/Programs)					\$ (6,500.00)	\$ (6,500.00)
Audio/Visual (1)					\$ (16,000.00)	\$ (16,000.00)
WiFi - in Meeting Rooms (3 days)	4			\$ 500.00	\$ (2,000.00)	\$ (2,000.00)
President's Suite (3 nights)				\$ -	\$ -	\$ -
Exhibitor Tabletop Setup	45			\$ 100.00	\$ (5,000.00)	\$ (5,000.00)
Program Costs						
Printing				\$ 2,500.00	\$ (2,500.00)	\$ (2,500.00)
Conference App					\$ (3,000.00)	\$ (3,000.00)
Registration Nametag/Lanyard	500			\$ 2.00	\$ 750.00	\$ 750.00
Signage					\$ (1,000.00)	\$ (1,000.00)
GoBo				\$ 1,500.00	\$ (1,500.00)	\$ (1,500.00)
Speaker Gifts	0			\$ 10.00	\$ -	\$ -
Lightning Round Prizes					\$ (1,000.00)	\$ (1,000.00)
Select Invited Speaker Travel/Lodging					\$ (7,500.00)	\$ (7,500.00)
Technical Tour	50			\$ 35.00	\$ (1,750.00)	\$ (1,750.00)
Transportation (Charter bus at 4 hours/day)				\$ 600.00	\$ (600.00)	\$ (600.00)
Misc						
Event Shirts/other for Cmte/Volunteers	35			\$ 22.00	\$ (770.00)	\$ (770.00)
Misc/Contingency					\$ (7,500.00)	\$ (7,500.00)
TX Section costs					\$ (3,500.00)	\$ (3,500.00)
Break-even Section/Institute Support Items						
Texas Section Support					\$ (36,000.00)	\$ (36,000.00)
Institute Incentive	3			\$ 500.00	\$ (1,500.00)	\$ (1,500.00)
General Conference Subtotal			\$ 15,500.00		\$ (226,310.00)	\$ (210,810.00)
PROJECTED CONFERENCE TOTALS			\$ 229,480.00		\$ (226,310.00)	\$ 3,170.00

Assume 200 actual rooms @ \$125 @ 10%

Incl postcards, programs, etc

CECON Budget assumption = break-even event

Comp per contract (3 nites)
table and pipe and drape

*option to purchase on registration
*accounts for Braintree transactions
Incl 1 pre-conf site trip, other misc costs

Notes:
(1) Does not include costs associated with Texas Section Board or Institute Board meetings (meal/breakfast and AV)

CECON Manual Revisions Summary

It is the intent to update the CECON manual on a five (5) year schedule minimum. The current CECON manual has not been updated since 2019 when it was last approved by the ASCE Texas Section Board.

The manual is intended to provide guidelines to the CECON planning process for all the parties involved and is written as a guide. The appendices of the manual are intended to be updated annually and be the working sections of the documents that reflect the adaptations of the process each year.

The following revisions are being presented for the ASCE Texas Section Board for approval:

Timeline for Major CECON Planning Milestones:

- 27 Months Out - ASCE Texas Section Executive Committee (ExCom) approval of conference site/city at the Summer ExCom Meeting.
- 24 Months Out - ASCE Texas Section Board approval for execution of Hotel/Site Contract at Fall Board Meeting. Consideration shall be given to multi-year hotel contracts, to maximize negotiation potential with conference hotel.
- ~~184~~ Months Out - Committee provision of conference theme for Approval by ASCE Texas Section ExCom.
- ~~152~~ Months Out - Committee submits preliminary budget to ASCE Texas Section Board for review.
- ~~120~~ Months Out - President executes event administrator contract per Committee and Staff recommendation to allow continuity between CECON events. Consideration shall be given to multi-year event administrator contracts.
- 8 Months Out - ASCE Texas Section Board approval of preliminary budget, including registration fees at Winter ExCom Meeting.
- 4 Months Out - Program substantially complete, with speakers and topics identified by May 1. This allows four full months of marketing prior to the conference.
- 2 Months Out - Early registration deadline on July 1 each year and not dependent on the CECON date. Early registration date is set to provide a registration incentive for attendees.
- 1.5 Months Out - Notification of Lightning Round presenters/Section Award recipients ~~by August 1.~~ This allows presenters and recipients time to register for conference.
- 1 Month Out - Late registration fee starts on a date set by the committee August 15. ~~This date is typically set to provide~~ Guarantee numbers, such as food, beverage and lodging are directly related to registrations – late penalty fee is assessed to encourage attendees to register early.

Revision Summary: The timeline is adjusted to the more recent timeframes that have worked and seem realistic to the schedule of the event. The direct dates were removed with the exception July 1st as the hard Early bird deadline each year and it not based off the conference dates.

Schedule Layout:

- Second morning – Outgoing ASCE Texas Section Board meeting –Optional, confirm with the current Board of Direction
- Second day – Conference will include a half day program focused on the CECON theme, starting with an early lunch. An event sponsor will plan, fund, and host the evening activity. ~~The Texas Concrete Pipe Association has partnered with ASCE Texas Section for 2014-2020 CECON as the conference’s partner.~~ This day should include poster presentations if applicable.

Revision Summary: The schedule of the board meeting needs to be verified each year and the general statement about the TCPA partnership has been removed.


Planning Committee Roles

CECON ~~Co-Chairs, Assistant-Chairs~~ and Program Subcommittee Chairs will be appointed by the ASCE Texas Section Board. Any ASCE branch may nominate candidates for the CECON ~~Chair or Assistant~~Co-Chair positions, regardless of geographic location of the conference or Branch.

It is recommended that ~~the onesenior~~ CECON ~~Co-Chair~~ have previous experience serving as a CECON ~~Assistant~~Co-Chairs or on the CECON programs subcommittee. ~~One additional Two~~ CECON ~~CoAssistant~~Chairs ~~is—are~~ recommended due to the workload involved and to the overall importance of this conference ~~along with the continuity of the planning each year.~~ ~~Thise~~ ~~Assistance~~Co-Chairs should have previous CECON Committee or ASCE Texas Board level experience, ~~but it is not required.~~ One ~~Assistant~~Co-Chairs will be responsible for milestones associated with the future year’s conference (i.e., one of the 2021 ~~CoAssistant~~Chairs shall monitor and meet the milestones for CECON 2022).

The CECON Chair, in conjunction with the ~~Assistant~~Co-Chairs, will oversee development of the specific annual conference for that year.

Revision summary: These paragraphs were modified to represent the CECON chair being the President elect, Co-Chairs are appointed along with the Program Subcommittee Chair. The format that has been used and proposed moving forward is two Co-Chairs and remove the third co-chair position. This third person is redundant in the process. If a co-chair is not able to fulfill the position as anticipated, the Board of Directors will have to appoint someone that meets the desired criteria.

Other revisions included punctuation and grammar edits: if you would like to see all the revisions the latest manuals are located at this link :  [CECON Manual \(2020 Revision\) Proposed Revisions 2022.docx](#)

December 30, 2022

Mr. Travis Attanasio
ASCE Texas Section President
5511 Parkcrest Drive, Suite 207
Austin, TX 78731

Re: CECON Site Section Task Committee

Dear Mr. Attanasio:

I would like to recommend that a CECON Site Selection Task Committee be formed starting with the appointment of a committee chair. I will work with the appointed chair, of your choice, to form the remainder of the committee.

It is the goal to have an appointed chair by March 1, 2023, and the remainder of the committee by April 1, 2023. This allows the committee time to hold a kickoff meeting, solicit RFQs with staff assistance, and have a site selected by September 2024. Site selection can therefore be approved at the board meeting that fall with time for a contract to be implemented to meet the commitment for the 2026 CECON event.

Please let me know if you have any questions or concerns.

Respectfully Submitted,

Kimberly K. Cornett, PE, CFM, F. ASCE
ASCT Texas Section President Elect

Cornett, Kimberly

From: Patrick J Williams <pjwilliams@urbanengineers.com>
Sent: Monday, December 19, 2022 3:48 PM
To: Derek Baker; Kameron A Boggan EIT (kaboggan@transystems.com); boliver@pkce.com; jphilipp@tnpinc.com; dbaker@pkce.com; Christian Delgado
Subject: ASCE Texas Section - Membership - Fort Worth Branch
Attachments: Membership Sweepstakes.pptx; Membership for DB (7-5-22).xlsx; TexASCE Membership Report Oct 2022.pdf

Fort Worth Branch,

Much appreciated for taking the time to briefly workshop Membership attraction/retaining, and allowing me to learn a little more about the incredible work your region does year round.

As mentioned, I want to be a resource all the way through the fiscal year to think-things-out and see if I can bridge communication with you and the Texas Section in the category of Membership; and also cross-pollenate to what other branches are doing well and challenges faced. Please see below:

--- Attached is a Membership Report as put out by the section each month (last one was October), if you could confirm you are receiving these.

--- Attached is a simplistic document that I created per the \$500 Sweepstakes - I bet you could make it prettier. As a reminder, from the end of the summer to December 31, 2022, anyone who has or does sign up as a brand new member is automatically entered for a chance to win \$500. The pool of people are just residents of Texas and have great odds for winning!

- I thought I had a physical document created by the section, but for LinkedIn for instance we had them do a post that may work best for you all as a branch to simply "share" / "repost" so it shows up in your feed. This is for LinkedIn:

https://www.linkedin.com/posts/texasce_texasce-membership-joinasce-activity-7003387256623284224-EGuh?utm_source=share&utm_medium=member_desktop

--- I mentioned that on several occasions I worked with employees of about 4 firms to gain an audience with a company for a Lunch-and-Learn / Brown Bag style presentation regarding "The Benefits of ASCE Membership". My powerpoint is attached, and you can take this and run with it to mold it into your own. I find it very effective when you have a captive audience! It's a large file so I am using my firm's fileshare:

<https://fileshare.urbanengineers.com/message/SE6ShXJXEqJsYfv2O902xU>

--- Attached is a report generated by the Texas Section, where you can search by Branch and see who they have in their records as members. I once thought to work with this and eliminate other branches so you could not see it, but I thought there could be benefit if you wanted to search by companies and see if there is synergy. Kindly do not grab folks from other branches and insert into your correspondence blasts, only those after filtering per your branch region (Column C). Do not share this sheet outside of your officers/board, please.

--- Random thoughts of having your Student Chapters help blast out information such as Branch Meetings, etc.; having a sort of "bring a colleague" initiative to fill the room of your venue; and especially when there is more time for your January Meeting..... a large initiative to stress how all of your board members should 'like', 'comment', 'share' your social media posts (almost as a duty of the position). If you can take a

look at who-works-where within your volunteer pool, perhaps you can pull from other engineers - and then gradually pick away at the idea of Satellite Location Networking and PDH get-togethers.

Sky is the limit, it just all has to work with our work-life balance. Thanks so much for all you do!

Patrick J. Williams, P.E., LEED AP | Southwest Regional Leader | Board Member - ASCE Dallas Branch
Urban Engineers, Inc. dba: Urban Services, Inc. | 909 Lake Carolyn Parkway, Suite 100 | Irving, TX 75039
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[National Top Young Professional - 20 Under 40 Winner](#)



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From: Patrick J Williams

Sent: Friday, December 2, 2022 12:17 PM

To: Shawn Hill <Shill@Langan.com>; Chasity Busby <chasity@benchmark-engineers.com>; Ben Boardman <ben@mhsplanning.com>; daniel@hollandengr.com <daniel@hollandengr.com>; dstanley@cpyi.com <dstanley@cpyi.com>

Subject: ASCE Texas Section - Membership - Northeast Texas Branch

When: Friday, December 9, 2022 12:00 PM-1:00 PM.

Where:

Microsoft Teams meeting

Join on your computer, mobile app or room device


[Click here to join the meeting](#)

Meeting ID: 233 530 048 721

Passcode: D9pbR7

[Download Teams](#) | [Join on the web](#)

[Learn More](#) | [Meeting options](#)


FORM F-2	OFFICER REPORT			
	Agenda Item Number	5.4	Item Title	VP-Educational
	Date	1/14/23	Reported by	Heather Guillen PE
	Purpose	2022-2023 Executive Committee Meeting		

OFFICER ACTIVITIES
<p>Provide a brief description here of your Section-related activities since the last meeting.</p> <ol style="list-style-type: none"> 1. STEM Committee Chair, Carlos Martinez, continues his ongoing coordination with the branches to host STEM events. 2. Student Activities Committee Chair, Eva Schexnider, & Head Judge, Shannon Jungman, have been holding monthly planning calls for the 2023 Region 6 Student Symposium. 3. 2023 Region 6 Student Symposium will be hosted by West Texas A&M and Texas Tech University in Canyon, Texas on April 12-15, 2023 at the Amarillo Tri-Expo Center. 4. YM Committee Chair, Joe Alvarez, provided several updates on recent YM events held by the branches.

ITEMS FOR COMMITTEE REPORTS
<ol style="list-style-type: none"> 1. Provide the status of ongoing programs and projects. Discuss their alignment with the Strategic Plan. 2. Is any additional funding, beyond current budget, required to complete planned programs and projects? 3. Provide a list of committee members and/or status of recruitment activities. 4. Is there any additional information you would like to share with Section leadership?

COMMITTEE	STEM Committee (Task)	CHAIR	Carlos Martinez PE
Goal(s):	<p>Create awareness on the profession of Civil Engineering in the field of STEM to compete against electrical, mechanical and robotics. Focus on High School level students and target STEM specific programs for brand recognition. Promote women in engineering and educate on the high job demand and large engineer shortage. Accomplished with PowerPoint presentations of civil engineering and small interactive participation. Areas within the State of Texas to be targeted to include underserved communities (priority), rural communities, and greater metropolitan areas. Attend Texas STEM conference in Spring 2023.</p>	Deadline(s):	By end of Spring 2023
<ol style="list-style-type: none"> 1. Status of ongoing programs and projects: Have made contact with various branches and schools for events. Mostly interest in fall. Many prefer spring semester for events. 2. Additional funding: none 3. Committee members: none added at this time. Have been using respective student branches and section branches and individual members for contacts. 4. STEM events: Teen Empowerment Group, November 2, 2022. We have been invited back for STEM event in February. Current coordination with Austin Branch to reach out to underserved community San Marcos ISD. Current coordination with Alief ISD for STEM event in January 2023. Current coordination with other branches ongoing. <p>No items for agenda.</p>			

COMMITTEE	Student Activities Committee (Standing)	CHAIR Competitions Coordinator	Eva Schexnider EIT Shannon Jungman PE
Goal(s):	1) Reinstate monthly conference calls 2) Kick off 2024 and 2025 Symposium planning	Deadline(s):	Begin monthly calls by end of month Feb Kick-off 2024 coordination by end of month Jan
<p>A. The Student Activities Committee is coordinating with West Texas A&M and Texas Tech University for the 2023 Student Symposium event in Canyon, Tx. The event will take place April 12-15 at the Amarillo Tri-Expo Center.</p> <p>B. The committee is going to begin coordination with Angelo State University for the 2024 event in San Angelo, Tx as soon as possible. 2025 host confirmation is TBD.</p> <p>C. Committee members include practitioner advisors. I plan to reach out to the advisors during the monthly conference calls with student chapter leadership to encourage discussion on the student activities, as well as the symposium, and in ways the section and committee can support chapters.</p> <p>Goals Discussion:</p> <ul style="list-style-type: none"> i. Begin monthly conference calls with student chapter leaders, faculty and practitioner advisors, and VP Education leadership. Encourage students and advisors to reach out for support and promote an accessible line of communication for symposium and other events to support the chapters. ii. 2023 Sponsorship Levels have been established. 2022 sponsorships + donations raised \$96,000. The goal for 2023 will be ~\$62k with a focus on career fair sponsors. So far, \$20,000 has been raised with 4 champion sponsors and 2 career fair sponsors. Eva is in discussion with 4 other potential sponsors. 			
COMMITTEE	Younger Members Committee (Standing)	CHAIR	Joe Alvarez
Goal(s):		Deadline(s):	
<p>Successful kickoff to the year with outstanding support from the Texas Younger Members with representation from several branches at CECON 2022. The YM Committee once again let the Thursday Night Awards Gala and Banquet which featured a Casino theme that was well received from everyone and had full attendance till the end of the night.</p> <p>The Houston Branch Younger Member Group had a great collaborative joint social with younger members representing ASHE, HHAE, ITE and SWE. Looking forward to encouraging other branches to follow suit with their own collaborative socials.</p> <p>The Austin Branch held their annual Kealing Engineering Blitz, which featured both YMs and seasoned members alike. This event promoted STEM initiatives at Kealing Middle School.</p> <p>The Corpus Christi Branch featured two holiday gatherings geared toward younger members. The first was a "Friendsgiving" event hosted by the Past President. The second event was an ugly sweater holiday gathering at a local burger establishment.</p> <p>The Dallas Branch YM hosted a Pumpkin Chunkin' event and collaborated with a local girl scout troop. This event was geared toward STEM related initiatives while enjoying Halloween festivities.</p>			
ITEMS FOR AGENDA	List items requiring action or discussion here.		
Enter detailed description by overwriting this text.			

FORM F-2		OFFICER REPORT		
	Agenda Item Number	5.5	Item Title	VP-Professional
	Date	1/14/23	Reported by	Augustine Verrengia PE
	Purpose	2022-2023 Executive Committee Meeting		

OFFICER ACTIVITIES
<ul style="list-style-type: none"> 09/22/2022: Participated in Government Affairs Committee monthly meeting. 09/26/2022: Attended the ASCE National: Section/Branch Best Practices Meeting 10/26/2022: Met with Andres Salazar regarding VP Professional Affairs Elect role and goals. 11/07/2022: Participated in the TWDB State Flood Planning Rules Preliminary Input meeting. 11/16/2022: Participated in the ASCE Texas Section leadership meeting. 11/18/2022: Participated in Government Affairs Committee monthly meeting. 11/22/2022: Participated in the Texas ASCE Drive-In Planning Session meeting. 12/01/2022: Participated in the ASCE National – Advocacy Captains Training 12/06-19/2022: Engaged with the GAC Chairs and the Budget / Finance Committee to increase the budget for the 2023 Legislative Drive in event. 12/16/2022: Participated in Government Affairs Committee monthly meeting.


ITEMS FOR COMMITTEE REPORTS
<ol style="list-style-type: none"> Provide the status of ongoing programs and projects. Discuss their alignment with the Strategic Plan. Is any additional funding, beyond current budget, required to complete planned programs and projects? Provide a list of committee members and/or status of recruitment activities. Is there any additional information you would like to share with Section leadership?

COMMITTEE	Governmental Affairs Committee (Standing)	CHAIR	Michael Bloom PE (Chair) Sofia Carrillo EIT (Vice Chair)
Goal(s):	<ol style="list-style-type: none"> Execute Texas Legislative Drive-In event. Plan and excute an ASCE Government Relations University training session. Work on collaborative ask for \$15 billion of state investment in water, flood mitigation, and aging infrastructure with Texas 2036, WEAT, TFMA, TXAWWA and TWCA. Share results of 2021 Texas Infrastructure Report Card and Reliability and Resilience Report with elected officials during 88th Legislative Sesion. Track bills, testify on bills, and meet with elected officials during 88th Legislative Session. Identify Branches without Government Affairs Committees. Work to assist at least one branch to create a new branch level GAC. 	Deadline(s):	<ol style="list-style-type: none"> February 2023 February 2023 February 2023 June 2023 June 2023 September 2023 September 2023

<p>Activities since last report:</p> <ol style="list-style-type: none"> Met monthly to discuss GAC activities. Provided instructions to all GAC members on how to conduct bill tracking and receive committee alerts on the Texas Legislature Online website. Shared Legislative Fly-In application information with Texas branches Planned and budgeted Texas Legislative Drive-In. Secured ExCom approval for Drive-In Budget with funding from external sponsors. <p>Items to discuss:</p> <ol style="list-style-type: none"> GAC Committee Chairs and members have agreed to create the 'Vice Chair' position which will act as the pipeline for filling the Committee Chair position for the future. Recommend that we discuss with the board the need to formalize
--

<p>this in the by-laws or if this should just be handled informally.</p> <p>2. With the increase in the scope of the legislative drive-in event, we need to make a really big push from every Section and Branch level person to enlist attendees and obtain sponsorships.</p>			
COMMITTEE	Texas Infrastructure Report Cards Committee (Standing)	Co-CHAIRS	Griselda Gonzales PE Austin Messerli PE
Goal(s):	<ol style="list-style-type: none"> 1. Reconvene the Texas IRC Committee in 2023 to initiate the next report card. 2. Begin recruiting subject matter experts through the GAC, webinars, etc. 	Deadline(s):	<ol style="list-style-type: none"> 1. January 2023 2. Ongoing
<p>Items to discuss:</p> <ul style="list-style-type: none"> • Request that the board members assist in getting the word out to their local branches about the IRC recruitment to ensure that we get a diverse set of skills/expertise and a large number of people engaged to assist in the overall effort. • As the IRC reconvenes, there needs to be a renewed focus on the Chair & Co or Vice Chair positions as well as the terms that have been discussed as a pipeline for leadership of the committee and so that they overlap between report releases. Recommend identifying a timeline for the creation and implementation of these positions. 			
COMMITTEE	Beyond Storms Infrastructure Network Resilience (Task)	CHAIR	Geoffrey Roberts
Goal(s):	<ul style="list-style-type: none"> • Completed the 6 part webinar series and 5 part in person OLLI presentations with various volunteer team members. • Series of individual one-off presentations ongoing. • Completed and submitted article for TX ASCE. • Legislative monitoring to determine further action on identified items - ongoing • Objective for summer 2022 refresh supplement to original report – initiated work • Objective winter 2022/23 refresh supplement to original report - not yet started 	Deadline(s):	<p>Summer 2022 refresh complete by end of February 2023</p> <p>Winter 2022/23 refresh by end of June 2023</p>
<p>Items to discuss:</p> <ul style="list-style-type: none"> • Need to discuss the intent to create a Subject Matter Expert (SME) Bureau that would address media inquiries and disaster response analysis & reporting. Intent is to replace the Beyond Storms and Flood Mitigation Task Committees or have them temporarily roll up under this committee as subcommittees. 			
COMMITTEE	Flood Mitigation Advisory (Task)	CHAIR	Chad Ballard PE Lee von Gynz-Guethle PE
Goal(s):	<ol style="list-style-type: none"> 1. Define roles and goals for the committee in 2023. 	Deadline(s):	<ol style="list-style-type: none"> 1. Spring 2023
NA			
COMMITTEE	Residential Foundations Oversight Committee (Task) Subcomms: Evaluation and Repair of Residential Foundations Foundation Investigation & Design - Manual of Practice	CHAIRS	Robert Pierry Jr. PE Ken Struzyk PE Phillip King PE
Goal(s):	<ol style="list-style-type: none"> 1. Submit a response to a paper presented by Ryan D. Kalina, PhD, PE and Kerry Lee, PE 	Deadline(s):	<ol style="list-style-type: none"> 1. February 4, 2023

	at the 9 th ASCE Forensic Conference on November 5, 2022		
<p>Background: The above paper presents evaluation methods that are in direct conflict with “Guidelines for the Evaluation and Repair of Residential Foundations”. Ideally, the response would come from the Texas Section. I intend to provide further information about this issue to Augustine Verrengia in the near future.</p> <p>Additionally, Dr. Kalina and Mr. Lee have volunteered to serve on the “Evaluation and Repair” subcommittee. I have advised Mr. Lee that the subcommittee only convenes when the Texas Section receives comments that include proposed changes to the document. I have also advised Mr. Lee that I will forward his information to the Subcommittee for consideration if and when they reconvene. Dr. Kalina has not responded to the email I sent him at the beginning of December.</p> <p>Regarding goals from my last report, Part 2 of my article was published in the December edition of the Texas Civil Engineer magazine.</p>			
ITEMS FOR AGENDA	None		
<p>Potential future item - Authorize Jenni Peters, Texas Section Executive Director to submit a response to the Kalina and Lee paper. Ken Struzyk, Phillip King and myself, with the help of selected Subcommittee members, propose to draft this response for Jenni’s signature. We are most concerned that the paper, which includes some incorrect engineering principles and directly conflicts with our document, was presented and published by ASCE as “peer reviewed”, which gives the contents of the paper credibility.</p>			

FORM F-2	OFFICER REPORT			
	Agenda Item Number	5.6	Item Title	VP-Technical
	Date	1/14/23	Reported by	Mark Boyd PhD, PE
	Purpose	2022-2023 Executive Committee Meeting		

OFFICER ACTIVITIES
<ul style="list-style-type: none"> • Hosted institute chairs virtual meeting Dec. 2022 – Each institute presented a verbal report during the meeting. • Participated in CECON 2023 Planning Committee Kickoff meeting. • Continued to promote institute joint conferences with CECON, including attending CECON planning committee meeting. John Mudd, CECON 2023 chair attended Dec. 2022 institute chair meeting to present preliminary expectations and goals for institute involvement in CECON. • Tracking institute chairs for CECON involvement and general activities, including filling leadership spots. • Scheduled geotechnical webinars during selected Thursdays of 2023, maintaining Tuesday webinars for other subjects. • Continued to produce webinars for member and non-member continuing education. The revenue budget for '22-'23 was maintained at the '21-'22 level of \$15,000. The restructured fee format was tested during the US 67 construction webinar, with modest success (40+ registrants).

SUMMARY OF WEBINAR ACTIVITIES
<p>Webinars since last VP Technical report:</p> <ul style="list-style-type: none"> • 9/6/22 - Part 3 of 5 Resilience in the Balance Webinar (Water Resources) <ul style="list-style-type: none"> ○ 65 attendees • 9/20/22 - Trench Safety <ul style="list-style-type: none"> ○ 22 attendees • 10/25/22 - Part 4 of 5 Resilience in the Balance <ul style="list-style-type: none"> ○ 73 attendees • 11/29/22 - US 67 Groundwater Contamination impact to roadway construction <ul style="list-style-type: none"> ○ 38 attendees • 12/13/22 - Part 5 of 5: Wrap up of Resilience in the Balance Webinar Series <ul style="list-style-type: none"> ○ 53 attendees <p>Geotechnical subject webinars have been scheduled for selected Thursday slots (outside 2x per month Tuesday slots) throughout 2023. Scheduling efforts are ongoing (see goals).</p>

SUMMARY OF INSTITUTE CHAPTER ACTIVITIES
<p>See attached reports as received from DWRE San Antonio and TxSEI institutes, exemplary of activities. Institutes reported various levels of activity during Dec. 2022 meeting. Meeting minutes were not produced. Institutes were all generally receptive to John Mudd's presentation about his goals for institute involvement in CECON 2023. Early responses indicate that EWRI, GI, SEI and T&DI would all like to partner with CECON for 2023 to host their own educational content/track.</p>

TECHNICAL INSTITUTE CHAPTERS & GROUPS	CHAIRS
TxCI Chapter	OPEN
TxEWRI Chapter	Curtis Beitel PE & Russell Erskine PE
TxGI Chapter	Fadi Faraj PE (Robert Lawrence PE incoming Chair)
TxSEI Chapter	Marcelo DaSilva PE
TxT&DI Chapter	Surya Bhandari PE
TXUESI Chapter	Robert Nagel PE
Forensics Group	OPEN

Goal(s)		Deadline(s)	Ongoing
<p>We are off to a slow start toward the targeted budget goal. The two tiered fee structure for webinars has been implemented once with some success. Renewed efforts will be made to identify speakers and fill remaining all 2 per month Tuesday slots throughout the year. Geotechnical webinars have been scheduled for Thursday dates during selected months. The goal is to schedule webinars more fully as soon as possible with 50% of slots filled by the end of February.</p> <p>Maintaining involvement in CECOM planning to support the planning committee's goals and objectives for institute involvement will be an ongoing goal and focus.</p> <p>Formalize reporting institute activity report requests from institutes to provide greater detail in the next Officer's report.</p>			
ITEMS FOR AGENDA	List items requiring action or discussion here.		
No agenda items requiring action or discussion.			

From: [Varga, Ludivine](#)
To: [Mark Boyd](#); [Mudd, John](#); [Christopher J Nance PE ENV SP \(cnance@parkhill.com\)](#)
Cc: [Mike Sosa](#)
Subject: [EXTERNAL] RE: TexASCE Institute Chairs Planning Call Today
Date: Tuesday, December 13, 2022 3:57:56 PM
Attachments: [image001.png](#)

Hello Mark and ASCE,

I am representing EWRI San Antonio on the call today, however, I had an important project meeting moved to 4:15PM.

Looking at the agenda the chapter reports will come a bit later and I might not be on for that, so I thought I'd share some via email;

YEARLY UPDATE FOR EWRI SAN ANTONIO

General Info

- 3 Years old!
- Two committees
 - Networking and continued education committee meeting a month
 - K-12 Outreach and Scholarship Committee
- Meetings - monthly
 - 1 general
 - 1 networking
 - 1 scholarship

Events/Tours

- Earth Day UTSA LID Features Tour and EWRI Lunch Social - April 22nd 2022
- EWRI San Pedro Creek Tour and Networking - November 3rd 2022
- Lorence Creek LID Tour– December 6th 2022

Networking

- Networking socials after every event
- Quarterly In person meetings to get everyone together
 - HDR office - December 7th 2021
 - Bexar County - July 12 2022
 - Post Tour Lorence Creek InPerson Meeting – December 6th 2022

Accomplishments

- **We won the 2022 EWRI Best Outstanding Chapter Award!**
 - Thank you to everyone for making this organization the “Best”! Our organization was created only 3 years ago, so to be nationally recognized is a great accomplishment.
- Papers
 - Written two papers for ASCE and EWRI Current Journals

Ludivine Varga
Water Resources EIT

HDR
613 NW Loop 410, Suite 700

San Antonio, TX 78216
D 210.841.2923
Ludivine.varga@hdrinc.com

hdrinc.com/follow-us

From: Mark Boyd <boyd@lcaenvironmental.com>
Sent: Tuesday, December 13, 2022 11:31 AM
To: Mike Sosa <msosa@texasce.org>; ruifen.liu@aecom.com; jescarborough@lan-inc.com; cbeitel@walkerpartners.com; rerskine@plano.gov; tkaatz@civil-edge.com; Jim.keith@freese.com; rsobel@seagullpme.com; Varga, Ludivine <Ludivine.Varga@hdrinc.com>; ffaraj@jrbengineering.com; ajay.potturi@intertek.com; Ajay Shastri <ashastri@geosyntec.com>; mfdasilva@burnsmcd.com; esammarco@protection-consultants.com; lucas.kau@stantec.com; babak.pourazarm@arup.com; surya.bhandari@aecom.com; mel.herrera@mbakerintl.com; Kirk Myers <kmyers@thegoodmancorp.com>; devin.simpson@kimley-horn.com; Chris Ernst <cernst@cobbfindley.com>; khallaway@bgeinc.com
Cc: Christopher J Nance PE ENV SP (cnance@parkhill.com) <cnance@parkhill.com>; Mudd, John <john.mudd@hrgreen.com>
Subject: TexASCE Institute Chairs Planning Call Today

CAUTION: [EXTERNAL] This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello from Sunny Orlando Florida! to all institute chairs and others planning to be on the call today at 4PM EST.

Our mid morning flight to Orlando was cancelled due to the incoming squall line to Dallas, so we booked a 6am flight and got here earlier than expected.

However, my travel partners, my daughter Natalie and wife Monica, want to head to Disney Springs earlier than we planned. Which means I won't be in my meeting friendly hotel room as expected. I'll do my best to find a way to plug in from my phone today, but forgive any connection issues I might have....

Attached find an agenda which can be used as a general guide to discussions. I hope to be on the meeting, but if I run into a connection issue I would like for the meeting to proceed without me. John Mudd (CECON 2023 Chair) will be on the call to talk about CECON and institute involvement, so even if this turns into an informal discussion for CECON planning, that will be fine and we've accomplished something. John and everyone on the CECON planning and program committees are anxious for preliminary discussion to start sooner rather than later. You may also provide your institute reports as usual....review the attached for the items needing discussion.

I appreciate you all calling in and hope to be on the call as much as practical.

Regards,

Mark Boyd
Texas ASCE VP Technical

Concerni

Mark K. Boyd, PhD, PE, CAPM, DWRE | Principal Engineer

LCA Environmental, Inc.

13221 Bee Street | Farmers Branch, TX 75234

Ofc: (972) 241-6680 xt. 131 | **Mob:** (214) 770-6253 | **Email:** boyd@lcaenvironmental.com



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Websites www.LCAenvironmental.com | www.PerTect.com

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-----Original Appointment-----

From: Mike Sosa <msosa@texasce.org>

Sent: Tuesday, November 15, 2022 3:58 PM

To: Mike Sosa; Mark Boyd; ruifen.liu@aecom.com; jescarborough@lan-inc.com; cbeitel@walkerpartners.com; rerskine@plano.gov; tkaatz@civil-edge.com; Jim.keith@freese.com; rsobel@seagullpme.com; Ludivine.Varga@hdrinc.com; ffaraj@jrbengineering.com; ajay.potturi@intertek.com; ashastri@geosyntec.com; mfdasilva@burnsmcd.com; esanmarco@protection-consultants.com; lucas.kau@stantec.com; babak.pourazarm@arup.com; surya.bhandari@aecom.com; mel.herrera@mbakerintl.com; kmyers@thegoodmancorp.com; devin.simpson@kimley-horn.com; cernst@cobbhendley.com; khallaway@bgeinc.com

Cc: Christopher J Nance PE ENV SP (cnance@parkhill.com)

Subject: [EXTERNAL] TexASCE Institute Chairs Planning Calls

When: Tuesday, December 13, 2022 4:00 PM-5:00 PM (UTC-06:00) Central Time (US & Canada).

Where: Zoom

Institute Chapter Chairs in Texas,

VP Technical Mark Boyd PhD, PE and I have set a time for recurring calls for the year based on the feedback you provided over the past couple weeks. The first call is set for 4 PM CT on December 13


and they will be at the same day/time each month through September 2023. These calls are intended for both state-level and branch-level chairs.

Please use the details below to join the calls:

Join Zoom Meeting

<https://us02web.zoom.us/j/83434528692>

Meeting ID: 834 3452 8692

FORM F-2	OFFICER REPORT			
	Agenda Item Number	5.6	Item Title	VP-Technical
	Date	1/14/23	Reported by	Mark Boyd PhD, PE
	Purpose	2022-2023 Executive Committee Meeting		


OFFICER ACTIVITIES
Provide a brief description here of your Section-related activities since the last meeting.

SUMMARY OF WEBINAR ACTIVITIES
Enter information by overwriting this text. List items requiring action or discussion in the last block “Items For Agenda” .

SUMMARY OF INSTITUTE CHAPTER ACTIVITIES
Enter information by overwriting this text. List items requiring action or discussion in the last block “Items For Agenda” .

TECHNICAL INSTITUTE CHAPTERS & GROUPS	CHAIRS
TxSEI Chapter	Marcelo DaSilva PE
Goal(s)	Deadline(s)
<ol style="list-style-type: none"> 1. Reach out to members to introduce officers – January 2. Share with members the proposed SE licensure bill in Texas led by SEAoT – January 3. Organize the 2nd SEI joint meeting (Austin, Houston, Dallas chapter) – 2-hour single webinar – January 4. Plan to offer quarterly webinar to members – March 5. Look for speaker for CECON (SEI Track) – August 	

ITEMS FOR AGENDA	List items requiring action or discussion here.
<ul style="list-style-type: none"> • CECON support • Quarterly webinar effort 	

FORM F-2	OFFICER REPORT			
	Agenda Item Number	5.7	Item Title	Treasurer
	Date	1/14/23	Reported by	Glenn Goldstein PE
	Purpose	2022-2023 Executive Committee Meeting		

OFFICER ACTIVITIES
<ul style="list-style-type: none"> Established account access and connections with banks Reviewed October 2022 – December 2022 financials

FINANCIAL REPORTS			
Monthly Financials for November 30, 2022 attached (includes CECON reports from Section's accounts):			
Note: Values are pending account reconciliation; attachments are pending			
	<u>FY Balance</u>	<u>Budget Expended</u>	
4.7a Financial Summary			
General			
• YTD Revenue	\$81,747	13%	
• YTD Expenses	\$66,735	11%	
CECON			
• YTD Revenue	\$136,548		To be reconciled with FY22
• YTD Expenses	\$94		To be reconciled with FY22
4.7b Budget v Actual			
General			
Revenue			
• Dues & Allotment	\$80,683	24%	
• Meetings/Conferences	\$210	0%	
• Publication Revenue	\$854	5%	
• Investment Draw & Other	\$0	0%	
• Designated	\$0	0%	
Expenses			
• Salaries and Services	\$43,219	15%	
• Meetings/Conferences	\$5,950	3%	
• Publication Expense	\$967	17%	
• Services	\$10,866	20%	
• Designated	\$0	0%	
• Admin	\$5,733	9%	
CECON			
• Revenue	\$136,548		To be reconciled with FY22
• Expenses	\$94		To be reconciled with FY22
4.7c Statement of Financial Position			
General			
• Total Assets	\$628,750		
• Total Liabilities	\$114,498		
CECON			

• Total Assets	\$95,680	
• Total Liabilities	\$0	
4.7d Dues and Voluntary Contributions		
• Income	\$80,683	24%
4.7e Investments as of November 30, 2022		
• Edward Jones Investments	\$450,927	-13.8% YTD

COMMITTEE	Budget & Finance Committee	CHAIR	Glenn Goldstein PE
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Goal(s):		Deadline(s):	
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No anticipated items for discussion or action.

ITEMS FOR AGENDA	List items requiring action or discussion here.
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No anticipated items for discussion or action.

DRAFT v2

TEXAS SECTION OF THE AMERICAN
SOCIETY OF CIVIL ENGINEERS
(A Nonprofit Organization Exclusive
of Financial Activities of the
Branches and Chapters)

INDEPENDENT AUDITORS' REPORT
AND FINANCIAL STATEMENTS

SEPTEMBER 30, 2021

TEXAS SECTION OF THE AMERICAN
SOCIETY OF CIVIL ENGINEERS
(A Nonprofit Organization Exclusive
of Financial Activities of the
Branches and Chapters)

INDEPENDENT AUDITORS' REPORT
AND FINANCIAL STATEMENTS

SEPTEMBER 30, 2021

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INDEPENDENT AUDITORS' REPORT

To the Board of Direction
Texas Section of the American Society of Civil Engineers
Austin, Texas

We have audited the accompanying financial statements of Texas Section of the American Society of Civil Engineers (a nonprofit organization exclusive of financial activities of the branches and chapters), which comprise the statement of financial position as of September 30, 2021, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management’s Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors’ Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors’ judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity’s preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity’s internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Texas Section of the American Society of Civil Engineers as of September 30, 2021, and the changes in its net assets and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

DRAFT v2

Austin, Texas
January XX, 2023

TEXAS SECTION OF THE AMERICAN
SOCIETY OF CIVIL ENGINEERS
(A Nonprofit Organization Exclusive of Financial Activities of the Branches and Chapters)

STATEMENT OF FINANCIAL POSITION

AS OF SEPTEMBER 30, 2021

Assets	
Current Assets:	
Cash and cash equivalents	\$ 185,623
Investments	530,646
Accounts receivable	2,755
	<hr/>
Total Current Assets	719,024
Deposits	1,110
Fixed assets, net of accumulated depreciation of \$15,860	85
	<hr/>
Total Assets	<u><u>\$ 720,219</u></u>
Liabilities and Net Assets	
Current Liabilities:	
Accounts payable	\$ 37,353
Funds held for affiliates	35,208
	<hr/>
Total Current Liabilities	<hr/> 72,561
Total Liabilities	<hr/> 72,561
Net Assets:	
Without Donor Restrictions:	
Undesignated	615,066
Designated	32,592
	<hr/>
Total Net Assets	<hr/> 647,658
Total Liabilities and Net Assets	<u><u>\$ 720,219</u></u>

See accompanying auditors' report and notes to financial statements.

TEXAS SECTION OF THE AMERICAN
SOCIETY OF CIVIL ENGINEERS
(A Nonprofit Organization Exclusive of Financial Activities of the Branches and Chapters)

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED SEPTEMBER 30, 2021

Revenues:		
Membership dues and allotment	\$	301,212
Meetings and conferences		260,371
Publication revenue		5,570
Dividends and interest		15,268
Realized and unrealized gains on investments		78,733
Miscellaneous		2,416
Total Revenues		<u>663,570</u>
Expenses:		
Program Services:		
Texas civil engineering conference		228,038
Symposium and webinars		143,832
Publications		22,804
Total programs services		<u>394,674</u>
Supporting Services:		
Management and general		<u>142,133</u>
Total Expenses		<u>536,807</u>
Change in Net Assets		126,763
Net Assets, Beginning of Year		<u>520,895</u>
Net Assets, End of Year	\$	<u><u>647,658</u></u>

See accompanying auditors' report and notes to financial statements.

TEXAS SECTION OF THE AMERICAN
SOCIETY OF CIVIL ENGINEERS
(A Nonprofit Organization Exclusive of Financial Activities of the Branches and Chapters)

STATEMENT OF FUNCTIONAL EXPENSES

FOR THE YEAR ENDED SEPTEMBER 30, 2021

Expense Category	Program Services			Supporting Services	Totals
	Texas Civil Engineering Conference	Symposium and Webinars	Publications	Management and General	
Salaries	\$ 69,004	\$ 59,147	\$ 9,858	\$ 59,146	\$ 197,155
Employee benefits	28,206	24,177	4,029	24,177	80,589
Payroll taxes	5,281	4,527	754	4,527	15,089
Total personnel related	102,491	87,851	14,641	87,850	292,833
Professional fees and consultants	6,939	5,947	991	5,948	19,825
Virtual production and management	69,200	8,981	-	-	78,181
Food and beverage and event space rental	-	15,260	-	-	15,260
Speaker	-	3,289	-	-	3,289
Registration	12,024	2,808	-	-	14,832
Printing and postage	6,186	602	154	2,049	8,991
Other event costs	15,496	6,704	-	-	22,200
Website	-	-	3,176	-	3,176
Communications	-	-	1,680	4,633	6,313
Travel	2,588	1,150	288	7,195	11,221
Committees	-	-	-	11,146	11,146
Training, dues and subscriptions	-	-	-	4,447	4,447
Office rent	9,434	8,086	1,348	8,085	26,953
Insurance	435	373	62	373	1,243
Repairs and maintenance	3,245	2,781	464	2,782	9,272
Bank and processing fees	-	-	-	2,857	2,857
Miscellaneous	-	-	-	3,821	3,821
Depreciation	-	-	-	947	947
Total expenses	\$ 228,038	\$ 143,832	\$ 22,804	\$ 142,133	\$ 536,807

See accompanying auditors' report and notes to financial statements.

TEXAS SECTION OF THE AMERICAN
SOCIETY OF CIVIL ENGINEERS
(A Nonprofit Organization Exclusive of Financial Activities of the Branches and Chapters)

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED SEPTEMBER 30, 2021

Cash Flows From Operating Activities	
Change in net assets	\$ 126,763
Adjustments to reconcile change in net assets to net cash from operating activities:	
Depreciation	947
Dividends	(14,707)
Realized and unrealized gains on investments	(78,733)
Decrease (increase) in:	
Prepaid expenses	19,740
Increase (decrease) in:	
Accounts payable	7,336
Funds held for affiliates	5,382
Deferred revenue	<u>(37,374)</u>
Net Cash From Operating Activities	<u>29,354</u>
 Cash Flows From Investing Activities:	
Proceeds from sale of investments	<u>25,000</u>
Net Cash From Investing Activities	<u>25,000</u>
Net Increase in Cash and Cash Equivalents	54,354
Cash and cash equivalents, beginning of the year	<u>131,269</u>
Cash and cash equivalents, end of the year	<u><u>\$ 185,623</u></u>
 Supplemental information:	
Income taxes paid	<u>\$ -</u>
Interest paid	<u><u>\$ -</u></u>

See accompanying auditors' report and notes to financial statements.

TEXAS SECTION OF THE AMERICAN
SOCIETY OF CIVIL ENGINEERS
(A Nonprofit Organization Exclusive of Financial Activities of the Branches and Chapters)

NOTES TO FINANCIAL STATEMENTS

SEPTEMBER 30, 2021

1. Summary of Significant Accounting Policies

Description of Organization

Texas Section of the American Society of Civil Engineers (Texas Section) was established in 1913. Texas Section represents nearly 10,000 members throughout the state and is headquartered in Austin. Texas Section is committed to promoting, encouraging and recognizing civil engineering excellence and professional growth. The major funding sources are dues from members and fees for meetings and conferences presented in the State of Texas.

Texas Section's mission is to advance communities through the development of civil engineers as leaders who create a legacy of service through technical proficiency, educational opportunities and professional advocacy. Texas Section's vision is for Texas civil engineers to be leaders in their communities building a better quality of life across the street and around the world.

The Board of Direction (Board) is responsible for the governance of the Texas Section and is composed of 31 members with 29 as volunteer members and two paid staff. Staff serve as non-voting Ex-Officio Board Members. The Executive Director and Operations Manager serve as the two Ex-Officio Board Members.

The financial statements presented contain the activity of Texas Section and does not include transactions related to the national operations of the American Society of Civil Engineers or any regions or sections not in Texas. The financial statements are also exclusive of the financial activity of the branches and chapters in the state of Texas. Branches and chapters operate at local levels to contribute to the goals of the Texas Section.

Basis of Accounting

The financial statements of Texas Section have been prepared on the accrual basis of accounting in conformity to accounting principles generally accepted in the United States of America (GAAP). Revenue and other support and related accounts receivable are reported when funds are considered earned, regardless of when the cash is received. Expenses and related accounts payable are reported when an obligation is incurred, regardless of when cash is disbursed. All expenses are reported as reductions in net assets without donor restrictions. Expenses paid in advance of being due are reported as prepaid expenses.

Financial Statement Presentation

Financial statement presentation follows the recommendation of the "Financial Statements of Not-For-Profit Organizations" section of the Accounting Standards Codification (ASC). Under the ASC, Texas Section is required to report information regarding its financial position and activities according to two classes of net assets as applicable.

TEXAS SECTION OF THE AMERICAN
SOCIETY OF CIVIL ENGINEERS
(A Nonprofit Organization Exclusive of Financial Activities of the Branches and Chapters)

NOTES TO FINANCIAL STATEMENTS

SEPTEMBER 30, 2021

1. Summary of Significant Accounting Policies, continued

Financial Statement Presentation, continued

- a) *Net assets without donor restrictions* – Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions. Net assets without donor restrictions include the revenues and expenses of the primary operations of Texas Section.
- b) *Net assets with donor restrictions* – Net assets subject to donor (or certain grantor) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time as elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both.

Estimates

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates. Significant estimates are used in the functional expense allocation and depreciation.

Revenue Recognition

Income from membership dues is deferred and recognized as revenue over the period to which the dues relate. Meetings and conferences revenue are recognized when the event occurs. Event related revenues paid in advance are deferred to the event period to which they relate. Contributions are considered to be available for use without donor restrictions unless specifically restricted by the donor. Contributions that are restricted for future periods or for specific purposes are considered donor restricted and increase that net asset class. Conditional promises to give are not reported until the condition is met.

Cash and Cash Equivalents

For the purpose of the statement of cash flows, Texas Section considers cash and highly liquid investments with original maturities of three months or less to be cash and cash equivalents, unless designated for investment purposes.

Investments

Investments are stated at fair market value and consist of bonds, mutual funds and money market account held with a financial institution. Investment income includes dividend income, capital gains, and net realized and unrealized gains on investments.

TEXAS SECTION OF THE AMERICAN
SOCIETY OF CIVIL ENGINEERS
(A Nonprofit Organization Exclusive of Financial Activities of the Branches and Chapters)

NOTES TO FINANCIAL STATEMENTS

SEPTEMBER 30, 2021

1. Summary of Significant Accounting Policies, continued

Receivables

Activities are derived from activities with members and are recorded at the amount the Texas Section expects to collect. Texas Section believes all accounts receivable are collectable. Texas Section uses the direct write-off method when receivables are deemed uncollectable.

Fixed Assets

Fixed assets with a cost in excess of \$500 are capitalized at cost, including the cost of significant improvements or renovations. Donated property and equipment are recorded at fair market value. Costs of routine repairs and maintenance are charged to expense as incurred. Depreciation is calculated using the straight-line method over estimated lives of five to seven years.

Functional Accounting

The costs of providing the various programs and activities of Texas Section have been summarized on a functional basis in the statement of activities. The statement of functional expenses reports the natural classification detail of expenses by function. Expenses that can be identified with a specific program or relate to a specific source of revenue are allocated directly to that program. Indirect expenses have been allocated based on management's estimates. Management and general expenses support the direction of Texas Section.

Federal Income Taxes

Texas Section is exempt from Federal income taxes under Section 501(c)(3) of the Internal Revenue Code. Texas Section is only subject to federal income tax on its unrelated business income.

Texas Section has adopted the recognition requirements for uncertain income tax positions as required by GAAP, with no cumulative effect adjustment required. Income tax benefits are recognized for income tax positions taken or expected to be taken in a tax return, only when it is determined that the income tax position will more likely than not be sustained upon examination by taxing authorities. Texas Section has analyzed the tax positions taken in its filings with the Internal Revenue Service and state jurisdictions where it operates. Texas Section believes that its income tax filing positions will be sustained upon examination and does not anticipate any adjustments that would result in a material adverse effect on the Texas Section's financial position, changes in net assets or cash flows. Accordingly, Texas Section has not recorded any reserves, or related accruals for interest and penalties for uncertain income tax positions at September 30, 2021. Texas Section is subject to income tax audits for the previous three years which are open. There are currently no income tax audits for any tax periods in progress.

TEXAS SECTION OF THE AMERICAN
SOCIETY OF CIVIL ENGINEERS
(A Nonprofit Organization Exclusive of Financial Activities of the Branches and Chapters)

NOTES TO FINANCIAL STATEMENTS

SEPTEMBER 30, 2021

1. Summary of Significant Accounting Policies, continued

Credit Risk

Financial instruments which potentially subject Texas Section to credit risk consist of cash and cash equivalents and accounts receivable. Texas Section's occasionally maintains deposits in excess of federally insured limits. The balances are insured by the Federal Deposit Insurance Corporation up to \$250,000. At September 30, 2021, there were no uninsured cash balances. Texas Section does not require collateral prior to issuing credit for receivables.

Change in Not-for-Profit Accounting Standards

In May 2014, FASB issued ASU 2014-09, *Revenue from Contracts with Customers* (Topic 606). ASU 2014-09's core principle requires an entity to recognize revenue in a manner that depicts the transfer of goods and/or services to a customer in an amount that reflects the consideration to which it expects to be entitled in exchange for those goods and/or services. The ASU also requires additional disclosure about the nature, amount, timing, and uncertainty of revenue and cash flows arising from customer contracts, including significant judgments and changes in judgments and assets recognized from costs incurred to obtain or fulfill a contract. ASU 2014-09 has been deferred one year to annual periods beginning after December 15, 2019 for entities that are resource recipients and for annual periods beginning after December 15, 2020 for entities that are resource providers, with early adoption permitted. ASU 2014-09 will be applied on a modified prospective basis, applied to agreements that were either not completed, or were entered into, after December 31, 2019.

In June 2018, FASB issued ASU 2018-08, *Not-for-Profit Entities (Topic 958) – Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*. ASU 2018-08 clarifies and improves guidance concerning, 1) the determination whether a transaction should be accounted for as an exchange transaction or as a contribution, and 2) whether a contribution received is conditional. ASU 2018-08 is effective for annual periods beginning after December 15, 2018 for entities that are resource recipients and for annual periods beginning after December 15, 2019 for entities that are resource providers, with early adoption permitted. ASU 2018-08 has been implemented with no material impact on the financial statements.

In August 2018, the FASB issued ASU 2018-13, *Fair Value Measurement (Topic 820): Disclosure Framework-Changes to the Disclosure Requirements for Fair Value Measurement* ("ASU 2018-13"), to improve the effectiveness of disclosures in the notes to financial statements by facilitating clear communication of the information required by GAAP that is most important to users of each entity's financial statements. ASU 2018-13 takes effect for not-for-profit entities for fiscal years beginning after December 15, 2019. ASU 2018-13 has been applied prospectively beginning after December 31, 2019, with no significant impact on the financial statement disclosures.

TEXAS SECTION OF THE AMERICAN
SOCIETY OF CIVIL ENGINEERS
(A Nonprofit Organization Exclusive of Financial Activities of the Branches and Chapters)

NOTES TO FINANCIAL STATEMENTS

SEPTEMBER 30, 2021

1. Summary of Significant Accounting Policies, continued

Change in Not-for-Profit Accounting Standards, continued

In February 2016, the Financial Accounting Standards Board (FASB) issued ASU 2016-02, *Leases*. This guidance impacts the presentation of an entity's leasing activities and will require the recognition of lease (right-of-use) assets and related lease liabilities on the statement of financial position and disclosure of key information about leasing arrangements. ASU 2016-02 was scheduled to become effective for fiscal years beginning after December 15, 2019, but has been delayed until annual periods beginning after December 15, 2021. Texas Section is currently evaluating the impact the adoption of this guidance will have on its financial statements.

2. Fair Value of Financial Instruments

The requirements of Fair Value Measurements and Disclosures of the Accounting Standards Codification apply to all financial instruments and all nonfinancial assets and nonfinancial liabilities that are being measured and reported on a fair value basis. Fair value is a market-based measurement, not an entity-specific measurement. For some assets and liabilities, observable market transactions or market information might be available. For other assets and liabilities, observable market transactions and market information might not be available. However, the objective of a fair value measurement is the same in both cases – to estimate the price at which an orderly transaction to sell the asset or to transfer the liability would take place between market participants at the measurement date under current market conditions (that is, an exit price). Fair Value Measurements and Disclosures also establish a fair value hierarchy that prioritizes the inputs used in valuation methodologies into the following three levels:

- Level 1 Inputs – Quoted prices (unadjusted) in active markets for identical assets or liabilities that the reporting entity can access at the measurement date.
- Level 2 Inputs – Inputs other than quoted prices included with Level 1 that are observable for the asset or liability either directly or indirectly.
- Level 3 Inputs – Unobservable inputs for the asset or liability.

Investment securities are exposed to various risks, such as interest rate, market and credit risks. Due to the level of risk associated with certain investment securities, it is at least reasonably possible that changes in the near-term could materially affect the amounts reported in the consolidated statement of financial position.

The following table represents assets and liabilities reported on the statements of financial position at their fair value as of September 30, 2021 by level within the fair value measurement hierarchy.

TEXAS SECTION OF THE AMERICAN
SOCIETY OF CIVIL ENGINEERS
(A Nonprofit Organization Exclusive of Financial Activities of the Branches and Chapters)

NOTES TO FINANCIAL STATEMENTS

SEPTEMBER 30, 2021

2. Fair Value of Financial Instruments, continued

<u>Description</u>	<u>Amount</u>	<u>Fair Value Measurements at Reporting Date Using</u>		
		<u>Quoted Prices in Active Markets for Identical Assets (Level 1)</u>	<u>Significant Other Observable Inputs (Level 2)</u>	<u>Significant Unobservable inputs (Level 3)</u>
Money Market Funds	\$ 58,964	\$ -	\$ 58,964	\$ -
Fixed Income:				
Municipal Bonds	21,204	-	21,204	-
Corporate Bonds	61,785	-	61,785	-
Mutual Funds:				
Balanced	187,624	187,624	-	-
Growth	201,069	201,069	-	-
Total	<u>\$ 530,646</u>	<u>\$ 388,693</u>	<u>\$ 141,953</u>	<u>\$ -</u>

The fair value of Texas Section's remaining current assets and current liabilities approximate the carrying amounts of such instruments due to their short maturity.

3. Fixed Assets

Major classes of fixed assets at September 30, 2021 consisted of the following:

Furniture and equipment	\$ 15,945
Less accumulated depreciation	<u>(15,860)</u>
Net fixed assets	<u>\$ 85</u>

Depreciation expense for the year ended September 30, 2021 was \$947.

4. Leased Employees

Texas Section has an agreement with the Texas Society of Professional Engineers (TSPE) to provide human resource services including payroll and benefits. TPSE leases its employees through Insperty, a professional employer organization, serving as a full-service human resources department. Texas Section employees are included in this agreement with Insperty. TSPE processes Texas Section's payroll that includes salary, payroll taxes, 401k payments and employee insurance. Texas Section paid TSPE \$292,833 for leased employees for the year ended September 30, 2021 and owed \$24,479 as of September 30, 2021.

TEXAS SECTION OF THE AMERICAN
SOCIETY OF CIVIL ENGINEERS
(A Nonprofit Organization Exclusive of Financial Activities of the Branches and Chapters)

NOTES TO FINANCIAL STATEMENTS

SEPTEMBER 30, 2021

5. 401(k) Plan

Texas Section maintains a 401(k) retirement plan administered by Insperity. TSPE oversees Plan investments and associated payroll deductions.

Employees are eligible for the 401(k) program if they are age 21 or older and have completed 1,000 hours of service within any one-year period. Eligible employees, through payroll deduction, can make pre-tax and Roth contributions up to 80% of their compensation. An annually adjusted Internal Revenue (IRS) dollar limit also applies. The dollar limit is \$19,500 for 2021. If an eligible employee will be age 50 or older before the close of the plan year and make the maximum allowable contribution to the plan, they are eligible to contribute an additional “catch-up contribution”. The maximum catch-up contribution is \$6,500 for 2021.

Eligible employees receive matching contributions each payroll period equal to 50% of their elective deferrals (pre-tax and Roth contributions), including catch-up contributions, up to 3% of their compensation. Eligible employees are always 100% vested in all plan contributions, regardless of the type of contribution, plus any earnings they generate.

The 401(k) plan expense for the year ended September 30, 2021 is \$4,584.

6. Leases

Texas Section leases office space over 24 months expiring September 2022 at a monthly rental rate of \$2,246 and \$2,332 for the years ended September 30, 2021 and 2022, respectively.

Texas Section leases certain office equipment under an operating lease agreement expiring April 2024 at a monthly rate of \$340.

Lease expense for the year ended September 30, 2021 was approximately \$31,939.

The future minimum monthly payments required for the years ending September 30 are as follows:

2022	\$ 32,069
2023	4,086
2024	<u>2,384</u>
Total future minimum payments	<u><u>\$ 38,539</u></u>

TEXAS SECTION OF THE AMERICAN
SOCIETY OF CIVIL ENGINEERS
(A Nonprofit Organization Exclusive of Financial Activities of the Branches and Chapters)

NOTES TO FINANCIAL STATEMENTS

SEPTEMBER 30, 2021

7. Funds Held For Affiliates

Funds held for affiliates liability account relates to funds held on behalf of institute chapters. Texas Section serves as agent for five Institute Chapters (Chapters). Revenue generated by the Chapters is added to the account and related disbursements reduce the account. At September 30, 2021, the balance of funds held for affiliates was \$35,208.

8. Designated Net Assets Without Donor Restrictions

The Texas Section's Board of Direction has designated a portion of net assets without donor restrictions to provide general support to all of its affiliated Branches. The designated net assets funds travel stipends of members from affiliated Branches to encourage their participation in Texas Section programs and to support coalitions at the local levels. The amount designated for the affiliated Branches was \$32,592 at September 30, 2021.

9. Memorial Trust Funds

The Texas Section Past Presidents Educational Trust Fund, The John B. Hawley Memorial Trust Fund and The J. Walter Porter Memorial Fund have been established to further civil engineering education in the state of Texas.

The Texas Section Past Presidents Educational Trust Fund was established in 2017 for the purpose of establishing a permanent stream of income to the Texas Section to support its educational, technical and professional activities. Contributions have been received from Texas Section past presidents, their estates, firms, corporations of by any person in honor of any one or more Texas Section past president. At September 30, 2021, the balance of The Texas Section Past Presidents Educational Trust Funds was \$214,773.

The John B. Hawley Memorial Trust Fund was established in 1961 as an endowment to sponsor a fellowship to promote graduate study and research in hydraulic, water resources, hydrologic and environmental engineering. The recipient must have an affiliation with the Texas Section. The John B. Hawley Memorial Trust Fund was funded by S.W. Freese and M.C. Nichols to honor a leading engineer in the early days of Texas. At September 30, 2021, the balance of the fund was \$392,293.

The J. Walter Porter Fund was established in 1978 to fund a fellowship for graduate study in the field of water resources development and conservation. The recipient must have an affiliation with the Texas Section. At September 30, 2021, the balance of The J. Walter Porter Fund was \$84,325.

The three trustees of both of The John B. Hawley Memorial Trust Fund and The J. Walter Porter Fund are appointed by the Texas Section's Board of Direction president.

TEXAS SECTION OF THE AMERICAN
SOCIETY OF CIVIL ENGINEERS
(A Nonprofit Organization Exclusive of Financial Activities of the Branches and Chapters)

NOTES TO FINANCIAL STATEMENTS

SEPTEMBER 30, 2021

10. Liquidity and Availability

Financial assets available for general expenditures, that is, without donor or other restrictions limiting their use, within one year of the statement of financial position date, comprise the following:

Cash and cash equivalents	\$ 185,623
Investments	530,646
Accounts receivable	2,755
Less: funds held for affiliates	(35,208)
Less: designated net assets without donor restrictions	<u>(32,592)</u>
Financial assets available for general expenditures within one year	<u><u>\$ 651,224</u></u>

Texas Section does not have a formal liquidity policy, but intends to meet cash needs through dues and allotments, meetings and conferences and publication revenue and meeting budget expectations.

11. Risks and Uncertainties

As a result of the spread of the COVID-19 coronavirus, economic uncertainties have arisen which could negatively impact future activities of Texas Section. The continuing disruption is having a broad and negative impact on the US economy. Texas Section will continue to assess any future outbreaks and will cut expenses to essential costs as well as budget appropriately and conservatively to minimize impact and uncertainty as the COVID-19 crisis continues past September 30, 2021.

12. Subsequent Events

Subsequent events are events or transactions that occur after the statement of financial position date but before the financial statements are issued. Management has evaluated subsequent events through the date the audit report was available for issuance, January XX, 2023.

**ASCE TEXAS SECTION
2022 - 2023 OPERATING BUDGET**

		FY2023		% of Budget		NOTES
		ADOPTED	AMENDED	ACTUAL	REALIZED	
		BUDGET	BUDGET	as of	as of	
REVENUES		2022-2023	2022-2023	11/30/2022	11/30/2022	
ALLOTMENT DUES VOL DONATION						
4110	NATIONAL ALLOTMENT	40,000	40,000		0%	Typically received in December/January
4120	BRANCH DUES	40,400	40,400	10,866	27%	pass-through
4130	SECTION DUES	250,000	250,000	68,532	27%	# of Subscribing Members x Sec Dues; Section dues increase 2024+
4140	SECTION VOLUNTARY CONT	4,500	4,500	1,285	29%	
TOTAL, ALLOTMENT DUES VOL DONATION		334,900	334,900	80,683	24%	Fall 2022 membership sweepstakes; add'l drive ideas, including email/letter to new PE (get TBPE List); FY23-24 S/B dues increase
SX MTS/CONFS/SPEC EVENTS						
4210	TX CECON (SUPPORT & PROFIT SHARING)	36,000	36,000	136,548	379%	annual commitment for staff time used (stair step up \$6k in 2023, then \$9k to \$45k in 2024); \$2,750/yr for Staff Travel; \$0k 2020-22 profit share
4211	STUDENT SYMPOSIUMS (GENERAL)	10,000	10,000	0.31	0%	Revenue covers expenses at 5211 less support
4211-22	STUDENT SYMPOSIUM 2022 (U of Houston)					
4211-23	STUDENT SYMPOSIUM 2023 (WT & TTU)	145,000	145,000		0%	
4215	LEGISLATIVE DRIVE-IN	1,750	1,750		0%	FY18-19 assume 50 attendees @ \$20/ea; FY19-20 no event planned; FY20-21 assume 75 attendees @ \$25/ea; 2023 tiered reg
4221	OTHER CONFERENCES	1,200	1,200		0%	FY17-18 I Week - Harvey Panel & Rpt Release; FY18-19 & FY19-20 I Week Event; FY20-21 I Week and/or IRC Release
4428	YOUNGER MEMBER COMMITTEE	500	500		0%	camping trip
4410	TX SX WEBINARS	16,000	16,000	210	1%	FY21-22 sponsorship test; FY22-23 tiered pricing + sponsorships; Reminder: Increase Webinar Marketing, Leverage Institute Chapter Webinar MOU
TOTAL, SX MTS/CONFS/SPEC EVENTS		210,450	210,450	136,759	65%	
PUBLICATIONS/COMMUNICATIONS REVENUE						
4331	CAREER CENTER	8,000	8,000	854	11%	Career Center sales
4332	DIGITAL ADVERTISING (NEWSLETTER & WEB)	9,000	9,000		0%	FY22-23 began 3rd party sales in Feb; FY18-19/FY19-20 TCE print to 100% online; FY20-21/21-22 staff driven
TOTAL, PUBLICATIONS/COMMUNICATIONS REVENUE		17,000	17,000	854	5%	(Note FY18-19 revenue drops as well as expenses for TCE print production)
OTHER REVENUE						
4510	INVESTMENT DRAW	22,000	22,000		0%	FY22-23 reduce to recom 5% only; FY17-18 Website (\$10k) IRC Support (\$5k); FY18-19 TCE Digital (\$5k) Balance Budget (\$31.5k); FY19-20 (\$35K) Balance Budge
4540	GENERAL BRANCH FUND DRAW					FY22-23 work to repay "loans"; FY18-19 1/2 LDW (\$6,750) & 2 MRLC reg (\$300/ea); FY20-21 1/2 LDW (\$6,750) & 2 MRLC reg (\$300)
45XX	STUDENT SYMPOSIUM SAVINGS DRAW					FY21-22 repaid "loans"; Funds for atypical expenses like lake venue rental, not be covered by sponsorships; FY21-22 20' steel storage container
4530	INTEREST INCOME					
4550	MISCELLANEOUS	800	800		0%	Includes credit card "cash back" rewards (note: card requires \$75 annual fee)
4231	MERCHANDISE SALES					net sales (less tax); FYs17-19 books sales; FYs19-23 merch sales not anticipated
TOTAL, OTHER REVENUE		22,800	22,800	0	0%	
DESIGNATED REVENUE						
4620	TCEL GIFT FOR STUDENT COMP. AWARD	22,000	22,000		0%	Student Tech Paper Prize Funds; FY18-19 TCEL will increase their support from \$700 to \$1K
4630	GRANTS					Committee Grants (GAC, STEM, YM); FY20-21 combine 4630, 4635, 4640, & 4650
TOTAL, DESIGNATED REVENUE		22,000	22,000	0	0%	
TOTAL REVENUES		607,150	607,150	218,295	36%	

**ASCE TEXAS SECTION
2022 - 2023 OPERATING BUDGET**


		FY2023		% of Budget		NOTES
		ADOPTED	AMENDED	ACTUAL	REALIZED	
		BUDGET	BUDGET	as of	as of	
EXPENSES		2022-2023	2022-2023	11/30/2022	11/30/2022	
SALARIES & SUPPORT						
5111	SALARIES-GROSS	200,000	200,000	31,083	16%	3 FTEs (ED, Communications Specialist, Operations Specialist) 1 PTE (summer intern 15 hrs/wk, 12 wks)
5112	SALARIES-SOC SEC	15,250	15,250	2,372	16%	Note: FY19-20 avg. 12% of Gross Salary; FY20-21 avg. 8% of Gross Salary
5113	SALARIES-INSURANCE	52,650	52,650	7,563	14%	FY19-20 avg. 27.5% of Gross Salary; FY20-21 avg. 38% of Gross Salary
5121	SERVICES-CONSULTING/TEMPS	19,500	19,500	2,000	10%	FY20-21 CPA (\$1,100/mo) plus \$1,500 for audit support, IT (\$500/mo); FY21-22 CPA (\$1,100/mo), IT (\$525/mo)
5122	SERVICES-ARCHIVING	3,000	3,000		0%	FY22-23 grant(s) to resume digitizing remaining records
5131	SERVICES-PYR ADM	1,200	1,200	200	17%	\$100/mo for TSPE payroll processing; FY21-22 mgmt company switch admin fees
TOTAL, SALARIES & SUPPORT		291,600	291,600	43,219	15%	
SX MTGS/CONFS/SPEC EVENTS						
5210	TX CECON			94	NB	CECON Account (7248) = \$98,840 as of 6/22/18. \$87,889.90 as of 04/30/2019; FY19-20 \$2750 for Staff Travel & Registratio
5211	SUPPORT-STUDENT SYMPOSIUM					FY19-20 \$5k TS financial support, \$75k covered by revenue (4211);
5211-22	STUDENT SYMPOSIUM 2022 (U of HOUSTON)			1,333	NB	
5211-23	STUDENT SYMPOSIUM 2023 (WEST TX A&M)	139,000	139,000	1,570	1%	2022+ move to larger Regional conference; post-pandemic overall costs increase
5211-24	STUDENT SYMPOSIUM 2023 (ANGELO STATE)	6,000	6,000		0%	FY22-23 Assume deposit will be required for venue(s) + any applicable Steel Container annual expenses
5215	LEGISLATIVE DRIVE-IN	5,000	16,000		0%	FY18-19 estimate ↑expenses due to ↑attendance; FY20-21 estimate ↑expenses due to ↑attendance
5220	LEADERSHIP DEVELOPMENT WEEKEND (LDW)	20,000	20,000		0%	Annual LDW Event (25-50% funding provided by General Branch Fund); FY20-21 budget increase post-pandemic; FY22+ approved to \$18k
5221	OTHER CONFERENCES					misc unplanned activities; FY17-18 I Week & Harvey Report Release; FY19-20 I Week; FY20-21 IRC Release; FY21-22 Beyond Storms report release
5222	EXCOMM MEETING (INCLUDES AV)	1,000	1,000		0%	January and Summer - \$500/ea; Includes: room rental, food, AV; FY22-23 post-pandemic f&b costs increase
5223	BOARD MEETING (INCLUDES AV)	1,500	1,500	1,333	89%	Symposium and CECON - est \$1,250/ea; Includes: room rental, food, & limited AV; FY22-23 post-pandemic f&b costs increase
5224	PRESIDENTS RECEPTION (@ MTGS)	2,000	2,000	1,715	86%	Symposium, Leadership Dev. Wknd, & CECON - est \$1,250/ea; includes: room rental & food; FY22-23 post-pandemic f&b costs increase
5240	ASCE CONFERENCE CONTRIBUTION					2023 TDI in Aus, annual OTC in Hou; FY18-19 \$1K MRLC Dallas, \$1k National Student Steel Bridge Comp (UTEP); FY19-20 In-kind w/ ASCE Pipelines 202C
TOTAL, SX MTGS/CONFS/SPEC EVENTS		174,500	185,500	6,044	3%	
PUBLICATIONS/COMMUNICATIONS EXPENSE						
5318	WEB SITE-MAINTENANCE	3,800	3,800	851	22%	Hosting \$500/yr & Support \$175/mo, plus \$2-4k misc support tasks for website & TCE subsite
5319	WEB SITE-UPGRADES					Website Redesign
5321	COMM SUPPORT	2,000	2,000	116	6%	Buffer (\$144/yr), Adobe Creative Cloud (\$82/mo), Zoom meeting (\$550/year), Dropbox (\$130/yr), Canva (\$15/mo), Issuu (\$54/mo) + Any creative asset licensing (iStock, Shutterstock, Adobe,
TOTAL, PUBLICATIONS/COMMUNICATIONS EXPENSE		5,800	5,800	967	17%	
SECTION SERVICES						
5511	BR DUES-PASS THRU	40,400	40,400	10,866	27%	cancels out 4120
5513	OFFICERS-TRAVEL/EXPENSES					est 50% of Pres, Pres-E, Past P, and VP Pro travel; see corresponding tab
5514	MULTI REGION LEADERSHIP CONFERENCE	2,500	2,500		0%	\$300/person reg fee. Send 4 annually (ED, Pres Elect, Pres, YM Chair), send more and all staff in held in Texas; FY21-22 virtual; FY22-23 Denver
5521	HISTORY COMMITTEE					Coming soon: Rt 66 marker; FY15-16 \$300 EP bound. marker; FY17-18 Dallas Old Red Courthouse Centennial Plaque \$1.5k; FY18-19 \$500 TSHA Annual Mtg Sponsor
5522	HONORS COMMITTEE	1,300	1,300		0%	Increase budget by \$1,600 if/when Lifetime Service Awards will be presented (every 5 years, next = 2023 but presented in 2020 instead)
5523	MEMBERSHIP COMMITTEE	2,000	2,000		0%	FY16-17 STAY Grant; FY18-19 Social Media Mktg, CECON Registration giveaways, etc.; FY19-20 used for CECON Raffle Prizes & Printed Materials
5524	PAST PRES. COUNCIL/OCEA	1,500	1,500		0%	FY17-18 Cast Bronze Plaque ~\$1,250 + \$150 for wood plaque
5525	GOVERNMENT AFFAIRS	500	500		0%	\$125/yr online TX Leg db subscription; FY17-18 \$500 GA Business Cards; FY18-19 \$500 biz cards & \$500 Travel/Training/Recruiting; FY21-22 increased rep mtgs = travel & handouts
5526	STUDENT ACTIVITIES CMTE					student activity chair or head judge new comp needs, etc, adjustment from prior year lessons learned; Prior new buoys, equipment, shirts or other needs
5527-10	STEM CMTE	2,500	2,500		0%	FY16-17 UEF grant denied; FY17-18, FY18-19 & FY19-20 \$1K for TAME STEM Comp Support & \$1.6K for State STEM Conference; FY22-23 restore to previous activity with new active Chair
5528	YOUNGER MEMBERS CMTE	2,200	2,200		0%	For MRLC registration (\$300) & Camping Trip; FY22-23+ increased travel w/ new branded tent + promo activities at Section & Regional events
5529	OTHER COMMITTEES					FY18-19 \$2,000 for Institute Chapter Mtgs & Travel; FY19-20 \$200 for Misc Travel or Recruitment Activities
5532	INFRASTRUCTURE REPORT CARD CMTE	1,000	1,000		0%	FY19-20 Materials & 2021 IRC Prep (Consultant ~\$10k; mailing survey to local government ~\$1.5k); FY20-21 Materials (\$2.5k), Consultant (\$1k), PR Firm (\$3k); next FY2023-24
5533	STRATEGIC PLANNING CMTE	1,000	1,000		0%	market/socialize current plan; FY20-21 funding for meetings (2 in-person \$2,500/ea), \$500 printing/production, \$2k facilitator
TOTAL, SECTION SERVICES		54,900	54,900	10,866	20%	
DESIGNATED EXPENSE						
5620	TCEL GIFT FOR STUDENT COMP. AWARD	1,200	1,200		0%	Tech. Paper Prize awards equal TCEL donation at 4260: \$600 - 1st, \$300 - 2nd, \$100 - 3rd
5622	KEITH McBRIDE SPIRIT of COMP. AWARD	500	500		0%	\$125 plaque + \$300 prize money; FY18-19 Canoe & ???; FY19-20 Canoe Only; discontinued 2022+ when went Regional, can be used toward other Spirit related award
5625	SAC CHR & COMP COORD TRAVEL ALLOT	2,000	2,000		0%	Suggest Stipend for Student Activities Cmte Chair & Comp Coord. to attend Student Symposium [\$1k Travel (x2)] be built into Symposium Budget
5635	GRANTS (OTHER ASCE)					Record expense at committee level
5650	GRANTS (NON-ASCE)					Record expense at committee level
5660	GIFTS - MEMORIAL/OFFICER APPREC/OTHER	1,000	1,000		0%	Gifts/Donations honoring leaders who have passed; FY19-20 Combine w/ 5560; Gift for Immediate Past Pres. (TCE?); FY21-22 ordered more Past Pres pins
TOTAL, DESIGNATED EXPENSE		4,700	4,700	0	0%	

**ASCE TEXAS SECTION
2022 - 2023 OPERATING BUDGET**

		FY2023		% of Budget		NOTES
		ADOPTED BUDGET	AMENDED BUDGET	ACTUAL as of	REALIZED as of	
		2022-2023	2022-2023	11/30/2022	11/30/2022	
EXPENSES						
SECTION ADMIN						
5710	STAFF TRAINING, DUES, SUBSCRIPTIONS	2,000	2,000	410	21%	FY21-22: TSAE (\$395 (1st) + \$275 (2nd)), ASCE (\$325 ED)
5711	RENT	21,600	21,600	1,800	8%	\$650/FTE: Cont. Ed. (\$40-\$75 per webinar) & Conference (\$400 + travel); FY22-23: 3 FTEs; prior to 2023 \$1k/FTf
5720	SECTION OFFICE RELOCATION	5,000	5,000	160	3%	FY22-23 new office \$1800 all in --> see new office lease for annual increases; Prior monthly base rent = \$2,332+OpEx(\$110/mo)
5721	PROPERTY TAX	300	300	9	3%	Lease ends 9/30/22; Office move sept/oct 2022
5722	EQUIPMENT FUND & EQUIP/FURN R & M	9,000	9,000	1,619	18%	FY19-20 est \$325 TCAD + \$150 for copier; FY20-21 & FY21-22 est \$450 TCAD + \$150 for copier
5729	BANK FEES	600	600	29	5%	Copy Machine (\$150/mo), Computer lease (\$400/mo), Office 365, etc (\$85/mo), QuickBooks (\$915/yr), Misc./unplanned equip. (\$500)
5731	CREDIT CARD TRANS FEES	4,600	4,600	68	1%	Electronic Transfer for Branch Dues Pass Through and other EFT enabled payments @ \$3/Transaction + \$10/mo fee to use EFT services
5732	AUDIT					Credit Card Processing Fees
5733	INSURANCE (B & L)	1,400	1,400		0%	Section Office is audited every 5th year by contracted 3rd Party; FY 20-21 (total TBD); FY15-16 audit was \$7,500
5734	OFFSITE STORAGE/ARCHIVES	1,300	1,300		0%	Hartford Policy Annual Premium, Includes Biz Personal Prop. & Liability, & Personal Injury
5735	STAFF-TRAVEL/EXPENSES	9,600	9,600	105	1%	archive secure storage \$105/mo
5736	MISCELLANEOUS	750	750	395	53%	ED: 8 Branches, Fly-In & regional mtgs; All Staff: Leadership Wknd, Site Visits - Doesn't include CECON (See 5210) or Symposium Registration (See Symposium Budget)
5741	OFFICE SUPPLIES, SHIPPING, PRINTING	2,500	2,500	670	27%	Food/Coffee for Staff meetings & Holiday Dinner
5745	EX DIR MARKETING BUDGET	350	350	9	3%	Toner, Paper, bottle water srvc, supplies, Stamps, shipping, copy machine overages, biz cards, etc.; FY19-20 Combined w/ 5742 & 5743
5747	TELECOMM SVCS (PHN EMAIL INTERNET)	3,000	3,000	458	15%	Cover costs of meeting with potential partners/collaborators, and potential members/volunteers
	TOTAL, SECTION ADMIN	62,000	62,000	5,733	9%	Spectrum Internet (\$130/mo), LinkedPhone (\$17/mo for ED Cell Phn), Teams phone (\$??/mo for 3 lines), ED cellphone allowance (\$50/mo); FY19-20 Combined w/ 5744
	TOTAL EXPENSES	593,500	604,500	66,829	11%	
OPERATIONAL EXCESS REV (OR EXP)		13,650	2,650			
9510	DIVIDEND - INVESTMENTS	3,500	3,500	919	10%	
9520	GAIN (LOSS) - INVESTMENTS	32,900	32,900	35,420	372%	
5723	DEPRECIATION EXPENSE	(100)	(100)		0%	
NET INCREASE (DECREASE) IN NET ASSETS		49,950	38,950	36,339	73%	


Legend

NB Not budgeted

FORM F-2	OFFICER REPORT			
	Agenda Item Number	5.8	Item Title	Directors at Large
	Date	1/14/23	Reported by	Marita Moya PE
	Purpose	2022-2023 Executive Committee Meeting		

OFFICER ACTIVITIES
<ul style="list-style-type: none"> • Monthly meetings with the Directors at Large, President and President Elect, and Stephanie Ludlow to discuss TCE content. • Have increased social media engagement. This has lead to additional activity on the Texas Section TCE site. <ul style="list-style-type: none"> ○ Will continue to encourage people to share TCE articles on their social media pages to help expand viewers. • Reached out to potential volunteers to help lead a Social Media Committee. • Currently planning for a small January release and February release.

COMMITTEE	Tellers Committee	CHAIR	Michael Gurka PE
Goal(s)		Deadline(s)	
Enter information by overwriting this text. List items requiring action or discussion in the last block " Items For Agenda ".			
ITEMS FOR AGENDA	(for office use)		
Enter information by overwriting this text. List items requiring action or discussion here.			

FORM F-2	OFFICER REPORT			
	Agenda Item Number	6.1	Item Title	Executive Director
	Date	1/14/23	Reported by	Jenni Peters CAE
	Purpose	2022-2023 Executive Committee Meeting		

REPORT	Staffing and Office Space		
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The staff team has continued our teamwork model, staying productive while working with and supporting our volunteers, with a focus on perfecting the Section's current programs, helping them excel. I am working with the staff team to evaluate any new projects in relation to the current programs workload, reviewing current offerings to see where we can make room by combine or sunset other activities.

Our active volunteer committees continue to utilize the SharePoint folders as a file and archive resource. Link reminders are included with meeting agendas. The staff team will continue to remind volunteers of this resource and we will continue to see increased usage as volunteers get more familiar with the SharePoint online platform.

With approval of the Office & Personnel Committee, the Section office moved from its long-time location off Interstate 35 just south of downtown to a wonderful office on the north side of town, near Mopac and 2222. The office is within a building that local civil engineering firm, MillerGray recently purchased. While the space is about 400 sq feet smaller, it is proving to be perfect for our needs and we are enjoying the new location. With this downsize, I analyzed the staff team's hybrid WFH policy, reduced our office furniture and updated a few pieces to better fit and utilize our available space, and I looked at our need for additional off-site storage, deciding to resurrect the digital archiving of old files being housed onsite, leaving the offsite storage as is for now. All volunteers and members are invited to stop by the office in one of our in-office days, Tuesdays and Wednesdays weekly. If you wish to stop by on another day of the week, we're happy to work something out.

REPORT	Communications and Marketing		
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Communications Specialist **Stephanie Ludlow** prepared a detailed communications report (attached), including analytics for the TexASCE.org website, *Texas Civil Engineer* (TCE) news site, and email communications to members and non-members.

A few highlights from her report:

1. Site traffic more than doubled year-over-year (YOY)
2. TCE traffic made up half the site source traffic, illustrating the Editorial Committees recent efforts
3. Targeted landing pages, like the Strategic Plan and Beyond Storms, a key driver of member and prospect touch points through full-360 campaigns (social, email, event, website)

In her role, Stephanie serves as the staff point of contact for the Editorial Committee and is supporting their efforts to leverage readership statistics to continue growing the TCE. Stephanie also serves as staff point of contact for the CECON Planning Committee and is responsible for upkeep of the www.TexasCECON.org site, which includes convenient, new data gathering online forms, event supporter prospectus for sponsors and exhibitors, and detailed speaker bios and session abstracts. CECON 2023 planning is underway and off to a great start!!

REPORT	Budget and Non Dues Revenue Streams		
<p>The Section's primary sources of non-dues revenue continue to include 1) Career Center postings, 2) online advertising sales, and 3) administrative support of events like Student Symposium and CECON, with Technical Webinars dropping off this list during the 2021-22 pricing and sponsorship webinars series testing. After seeing some success with Webinar sponsors in 2022 and therefore maintaining an increased focus on attracting more sponsors, the Webinar Series should return to this list of top non-dues revenue sources in 2023.</p> <p>To better fulfill our digital advertising budgeted revenue, Section staff has secured the support of a third-party service that will sell website and newsletter ads on our behalf, dipping into their larger pool of potential supporters and dedicated sales staff to grow our "media kit" offerings.</p>			
REPORT			
REPORT	Other activities		
<p>Branch & Community Outreach: As my role as Executive Director has progressed, I have attended Society, Regional, Branch, & Section activities around the State to promote membership and Section activities, while meeting and developing relationships with members and partners, including Dallas Branch's Awards Celebration and ASCE 2022 Convention. I also plan to attend MRLC in Feb 2023.</p> <p>Financial Audit: Section Treasurer received a draft on January 4, 2023, of the financial audit for our FY2020-2021 records (Oct. 1, 2020 - Sept. 30, 2021). The Section's Accountant along with our bookkeeper will review the final audit and apply all revisions to the 2020-2021 records accordingly. The draft has been included in the Treasurer's report. This audit is conducted every five (5) years as a best practice. The last audit was performed for FY2015-2016.</p> <p>Governing Documents: ASCE Society's Governing Documents Committee is currently reviewing our recent Bylaws changes. Texas Section's Rules of Operation will be updated as soon as that approval is received.</p> <p>CECON Support: As part of my work to help maintain and establish relationships with other professional societies and industry partners, I secured six CECON 2022 Collaborators and have begun discussions with several new potential partners for 2023. The 2022 Collaborators include American Public Works Association – Texas (TPWA), Austin Contractors & Engineers Association, Texas Council of Engineering Laboratories (TCEL), Texas Contractor, Texas Hurricane Center for Innovative Technology (THC), and American Society of Highway Engineers – Dallas/Fort Worth (ASHE) . Please let me (jpeters@texasce.org) know if you have any additional suggestions for potential collaborators who may be willing to provide in-kind marketing for our flagship annual conference.</p>			
ITEMS FOR AGENDA	None.		

FORM F-2	SECTION OFFICE REPORT			
	Agenda Item Number	6.2	Item Title	Operations
	Date	1/14/23	Reported by	Mike Sosa
	Purpose	2022-23 Executive Committee Meeting		

REPORT	Annual Reports and Tax Returns		
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Annual reports were collected by ASCE through an online form again in 2022. The 2023 allotment is budgeted at \$40,000 for FY2023, but has not been received yet.

The Dallas Branch, Rio Grande Valley Branch and West Texas Branch reports are currently outstanding and need to be submitted online ASAP.

Tax returns for FY 2021-2022 are due February 15, 2023. Mike coordinated with each Branch to complete their respective Form 990's (large branches) and financial reports (small branches).

1. Austin – Form 990 is in progress with the help of a CPA. To be submitted for ASCE review by Jan 15.
2. Brazos – Financial report form submitted to ASCE Finance Department.
3. Caprock – Financial report form submitted to ASCE Finance Department.
4. Central Texas – Financial report form submitted to ASCE Finance Department.
5. Corpus Christi – Financial report form submitted to ASCE Finance Department.
6. Dallas – Form 990 is in progress with the help of a CPA. To be submitted for ASCE review by Jan 15
7. El Paso – waiting for update
8. Fort Worth – waiting for update
9. High Plains – Financial report form submitted to ASCE Finance Department.
10. Houston – waiting for update
11. Northeast – Financial report form submitted to ASCE Finance Department.
12. Rio Grande Valley – waiting for update
13. San Antonio – Form 990 was submitted for ASCE review on 1-4-23.
14. Southeast Texas – Financial report form submitted to ASCE Finance Department.
15. West Texas – waiting for update

The Texas Section's CPA, Ron Meyer, will most likely file an extension request with IRS. He is waiting for the audit process to finish before incorporating any recommendations from the auditor into the final tax return. The draft form will be reviewed by Jenni and Mike and provided to ASCE's Finance Department for their review and comment prior to submittal to the IRS.

For Reference, tax returns are reported on the year that begins the fiscal year (Oct. 2018) and ends (Sept. 2019). Returns are due 4 ½ months after the close of each fiscal year (February 15th).

REPORT	Sales/Franchise Taxes & Inventory		
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The Section reports sales tax to the State of Texas and files an annual return for any merchandise sold. 2022 sales tax has not been paid due to no sales being made during the year.

The Section is not currently selling any merchandise on our website.

REPORT	Subsidiary Bylaws		
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Recommended for approval: NONE

The following bylaws may need to be updated after coordinating with the appropriate leaders:

- Caprock, Central Texas, High Plains

Current Status (branch name – date of last bylaws approval – branch dues rate)

- Austin – 04/12/2018 - \$10

- Brazos – 03/05/2020 - \$10
- Caprock – 05/14/2011 - \$6
- Central Texas – 06/02/2001 - \$6
- Corpus Christi – 09/25/2020 - \$10
- Dallas – 11/07/2012 - \$10
- El Paso – 04/12/2018 - \$10
- Fort Worth – 04/20/2006 - \$10
- High Plains – 11/24/2003 - \$6
- Houston – 05/06/2019 - \$10
- Northeast Texas – 03/05/2020 - \$10
- Rio Grande Valley – 07/09/2021 - \$10
- San Antonio – 10/07/2010 - \$10
- Southeast Texas – 03/05/2020 - \$10
- West Texas – 04/12/2018 - \$10

Note: sample Texas Section subsidiary bylaws are available for both Branches and Institute Chapters upon request.

REPORT	Section Meetings Schedule		
https://www.texasce.org/events/			
ITEMS FOR AGENDA	None		



Communications 2022 Yearly Report

2023 Winter Executive Committee

Stephanie Ludlow, Communications Specialist

Website

2022 Annual Summary (January 2022-December 2022)

- The website received over 167,306 unique page views in 2022, up from 73,842 unique page views YTD the previous year (2021). This represents a more than double increase in traffic!!
- The Texas Civil Engineer boasted 51% of the traffic to our website. We added social media sharing buttons to articles to boost readership.

Top 5 TexASCE.org viewed pages:

Homepage (12,807 vs 7,373 pageviews in 2021)

1. TCE main page (55,921 pageviews)
2. Student Symposium (8,143 pageviews compared to 2,890 in 2021)
3. 'Lightweight Cellular Concrete' TCE article (3,239 pageviews, up as well at 2,470 in 2021)
4. Webinars (2,877 pageviews vs 1,371 in 2021)
5. Beyond the Storms (2,025 pageviews representing 73% new site visitors, replacing IRC YOY)

Honorable Mention: Leadership page came in close behind at 2,730 pageviews

Media Relations

The Section continues its feature page in the statewide publication "Texas Contractor Magazine," as well as participating in the monthly association online events calendar of the regional issue (Austin/San Antonio) of "Construction News."

We are happy to grow this exposure through all our member specialties and welcome additional publication recommendations.

Social Networking


LinkedIn continues to be the largest vehicle for social media engagement for our members. Our efforts to grow our audience on this platform are paying off, as from July 2021 to December 2022, we increased followers by 91%. Currently, we have 1,811 LinkedIn followers.

Strategic Plan Microsite

The Strategic Plan website was launched in November and has received 1705 pageviews. We will continue to promote the new plan and its use in volunteer and Section activities, as well as a public tool for recruitment.

Email Communications

In 2022, we continued keeping our membership informed through over 150 emails, which resulted in 831,395 touch points. Most of the opens continue to be 93% on desktops and only 7% on mobile devices. Our average open rate is at 39% and continues to be above industry average!

FORM F-2		OFFICER REPORT		
	Agenda Item Number	6.3	Item Title	Trust Funds
	Date	1/14/23	Reported by	Jenni Peters CAE
	Purpose	2022-23 Executive Committee Meeting		

REPORT	Texas Civil Engineering Foundation (TCEF)		Joseph Minor PE, Chair Curtis Beitel PE, President
<ul style="list-style-type: none"> TCEF (Foundation) Trustees: Joe Minor PE, Curtis Beitel PE, Dick Furlong PE, Tim Newton PE, Jack Furlong PE, Dan Hartman PE, Larry Goldberg PE, Ricky Bourque PE, Audra Morse PhD PE, Brian Manning PE, and Travis Attanasio PE (Ex-Officio) Administration Check & Savings balance as of September 11, 2022 = \$11,175 TCEF Trustees met September 15, 2022 with support from the Texas Section office. TCEF's Texas Section Past Presidents Educational Trust <u>Fund</u> Trustees: Jack Furlong PE and Curtis Beitel PE. Current trustees' terms were extended to through 2022 and continuing to identify potential additional trustees to replace term limited members in 2024. TCEF is under an agreement with the ASCE Texas Section to manage an online donation form. President Beitel is working with Section Staff on logistics and launch. In this process, an online credit card processing service account is being started. Fund balance as of November 25, 2022 = \$185,695 (December 2021 = \$214,772) Tax Status: 2021 Form 990-N was submitted in IRS by CPA Ron Meyer on January 17, 2022. Future filings will occur every three years. Annual Report: The 2022 report is attached. 			
REPORT	John B. Hawley Memorial Trust Fund		Brandon Klensendorf, PhD, PE
<ul style="list-style-type: none"> Trustees: Brandon Klensendorf PhD, PE; Rohit R. Goswami PhD, PE; vacant Fund balance as of September 30, 2022 = \$312,890 (was \$392,293 as of October 2021) Fellowships: While three to four \$5,000 fellowships were planned to be awarded in 2022, no call for applications was opened and no awards distributed. Tax Status: Trustees worked with the Texas Section's CPA, Ron Meyer PLLC to finalize its FY2021-22 return. The Fund is working down a 2020 overpayment, now at \$5,324. Annual Report: The 2021 report was included previously. 2022 report is in progress. 			

REPORT	J. Walter Porter Memorial Trust Fund		Ottis Foster PE
<ul style="list-style-type: none"> • Trustees: Ottis Foster PE, Natalie Guzman PE, Anna Olveda MSCE • Fund balance as of as of July 29, 2022 = \$74,164 (December 2021 = \$87,556). • Fellowship: A \$5,000 fellowship was awarded to Luis Carlos Soares da Silva, Jr of Texas Tech University for his thesis on “the interaction between sanitation, and lack of this service, with water resources management”. Mr Soares da Silva presented his research at CECOM 2022 (also given an up to \$600 travel stipend). The trustees plan to award \$5,000 every other year going forward. The current plan is to continue to monitor the funds over the next year and develop plans to award another \$5,000 scholarship in 2024, and every <u>other</u> year thereafter. • Tax Status: Trustees worked with CPA Ron Meyer to submit a 2021 Form 1041, resulting in \$59 in taxes being paid. • Annual Report: The 2022 report is attached. 			
ITEMS FOR AGENDA	Trustee nominations for 2024		



August 14, 2022

Trustees

Brett Pope, brett.pope@terracon.com, 512.368.0455, (Term expires in 2022)

Ottis Foster, ofosterpe@gmail.com, 254.733.6954, (Term expires in 2024)

Natalie Guzman, Natalie.guzman@kimley-horn.com, 281.849.6383 (Term expires in 2026)

Background

The J. Walter Porter Fund was established in December 1978 to fund a fellowship for graduate study in the field of Water Resources Development and Conservation. To qualify for the award, a candidate must be a student in a recognized school of engineering in the State of Texas and a member of ASCE. The recipient is obligated to present a technical paper on his/her graduate work to a regular meeting of the Texas Section ASCE.

Financial Summary

Financials shown throughout this report are rounded to the nearest dollar.

Financial Institution:	Edward Jones
Current Balance:	\$74,164 (balance on 7/29/22)
Balance 1 Year Ago:	\$84,699
Balance 3 Years Ago:	\$70,411
Rate of Return for 2022 YTD	-9.6% for 2022 YTD 4.9% - This Quarter

See attached Financial Statement from Edward Jones

Fellowship Award 2022 Scholarship (\$5,000) and a travel stipend to attend CECOM (up to \$600) awarded to Luis Carlos Soares da Silva Jr of Texas Tech.

Summary of Investments

Investments were maintained at 70% stocks and 30% bonds in three five-star funds to continue to grow the fund.

Trustee Actions during Fiscal Year

The Trustees awarded a \$5,000 scholarship and a travel stipend to attend and present at CECOM (up to \$600) to Luis Carlos Soares da Silva Jr. of Texas Tech. Mr. Soares da Silva Jr.'s thesis focused on the interaction between sanitation, and lack of this service, with water resources management. He simulated scenarios of improvement on sanitation services and reuse, which proved that reuse is a key part when it comes to improving water quality.



Other expenditures this fiscal year were related to paying an IRS bill of \$59, and being paid is a \$247 invoice from accountant Ronald W. Meyer for assistance with filing our taxes.

Planned Future Actions

The current plan is to continue to monitor the funds over the next year and develop plans to award another \$5,000 scholarship in 2024, and every other year thereafter. We may need to revisit the thought of awarding a fellowship every other year depending upon the growth of the fund.

Requests for ASCE Texas Section Board of Direction

We request the approval of appointing Anna (Leija) Olveda, MSCE to replace Trustee Pope in September 2022. Ms. Olveda will serve a 6 year term, through 2028.

Supplemental Information

Porter Fund Statement thru July 29, 2022 is attached.

NATALIE GUZMAN &
BRETT POPE ET AL TTEES
U/A DTD 12/01/1978
J WALTER PORTER MEMORIAL FUND
1839 OLD CAUFIELD RANCH RD
MCGREGOR TX 76657-3899

Long-term investing: 4 tips for staying on course

It can be difficult to stay the course during periods of market volatility. Follow these four tips to help stay on course: Review your portfolio regularly. Diversify your portfolio.* Avoid owning too much of a single investment. And finally, stay invested. Schedule time today with your financial advisor to discuss your long-term financial strategy.

*Diversification does not guarantee a profit or protect against loss in declining markets.

Living Trust - Select

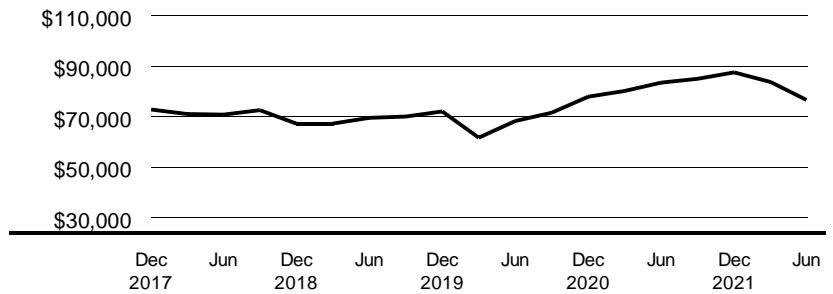
Portfolio Objective - Account: Balanced Toward Growth

Account Value

\$74,164.16

1 Month Ago	\$76,752.97
1 Year Ago	\$84,699.47
3 Years Ago	\$70,411.00
5 Years Ago	\$0.00

Value of Your Account



Value Summary

	This Period	This Year
Beginning Value	\$76,752.97	\$87,556.35
Assets Added to Account	0.00	0.00
Assets Withdrawn from Account	-5,059.00	-5,059.00
Fees and Charges	0.00	0.00
Change In Value	2,470.19	-8,333.19

Ending Value **\$74,164.16**

For more information regarding the Value Summary section, please visit www.edwardjones.com/mystatementguide.

Rate of Return

Your Personal Rate of Return for Assets Held at Edward Jones	This Quarter	Year to Date	Last 12 Months	3 Years Annualized	5 Years Annualized
	4.87%	-9.60%	-6.69%	5.45%	—

Rate of Return (continued)

Your Personal Rate of Return: Your Personal Rate of Return measures the investment performance of your account. It incorporates the timing of your additions and withdrawals and reflects commissions and fees paid. Reviewing Your Personal Rate of Return is important to help ensure you're on track to achieving your financial goals.

The performance of your investments is tracked since they have been held in the current account, but no earlier than Jan.1, 2009. This also includes investments you owned during this time period but have since sold. Certain events, including a transfer of an investment between accounts, share class conversion, or change in an investment's identification code (CUSIP) caused by a corporate action, will impact the time frame over which the investment's rate of return is calculated.

Rate of Return information on account statements uses the dollar-weighted calculation. Time-weighted Rate of Return numbers for Advisory Solutions Fund and UMA accounts can be found on your Quarterly Performance Report through Online Account Access. If you are not an Online Access user, visit edwardjones.com/access to sign up.

Information used to calculate performance may have been obtained from third parties and Edward Jones cannot guarantee the accuracy of such information.

For the most current information, contact your financial advisor or visit edwardjones.com/performance.

Asset Details (as of Jul 29, 2022)

additional details at www.edwardjones.com/access

Assets Held At Edward Jones

				Balance
Cash				\$3,442.72
Mutual Funds	Price	Quantity	Value	Rate of Return*
American Balanced C	29.62	953.471	28,241.81	7.01%
Hartford Balanced Income C	14.41	1,814.224	26,142.97	5.28%
Hartford Core Equity C	38.25	307.192	11,750.09	11.92%
MFS INTL Diversification C	20.09	228.301	4,586.57	0.73%
Total Account Value			\$74,164.16	

Asset Details (continued)

*Your Rate of Return for each individual asset above is as of July 29, 2022. Returns greater than 12 months are annualized.

Your Rate of Return in the Asset Details section above measures the investment performance of each of your individual assets. It incorporates the timing of your additions and withdrawals and reflects commissions and fees paid. Reviewing your Rate of Return is important to help ensure you're on track to achieving your financial goals.

The performance of your investments is tracked since they have been held in the current account, but no earlier than Jan. 1, 2009. Certain events, including a transfer of an investment between accounts, share class conversion, or change in an investment's identification code (CUSIP) caused by a corporate action, will impact the time frame over which the investment's rate of return is calculated.

Information used to calculate performance may have been obtained from third parties and Edward Jones cannot guarantee the accuracy of such information.

For the most current information, contact your financial advisor or visit www.edwardjones.com/performance.

Summary of Other Products and Services

Loans and Credit	Account Number	Balance	Approved Credit	Available Credit	Interest Rate
Amount of money you can borrow for U/A Dtd 12/01/1978	613-25016-1-7	\$0.00	\$35,112*	\$35,112	7.50%

* Your approved credit is not a commitment to loan funds. It is based on the value of your investment account which could change daily. The amount you may be eligible to borrow may differ from your approved credit. Borrowing against securities has its risks and is not appropriate for everyone. If the value of your collateral declines, you may be required to deposit cash or additional securities, or the securities in your account may be sold to meet the margin call. A minimum account value is required if you have loan features on your account. Your interest will begin to accrue from the date of the loan and be charged to the account. Your interest rate will vary depending on the assets under care of your Edward Jones Pricing Group. For more information on how your interest rate is calculated, contact your financial advisor or please visit: www.edwardjones.com/disclosures/marginloans

Investment and Other Activity by Date

Date	Description	Quantity	Amount
6/29	Dividend on Hartford Balanced Income C on 1,814.224 Shares @ 0.063		\$115.61
6/30	Check Issued Check Number 149812421 Payable to United States Treasury		-59.00
6/30	Check Issued Check Number 149812419 Payable to Luis Carlos Soares Da Silva Jr		-5,000.00
7/21	Interest at the Rate of 0.150% from 06-21-22 to 07-20-22		0.48

About Edward Jones

Edward D. Jones & Co., L.P., is dually registered with the Securities and Exchange Commission (SEC) as a broker-dealer and an investment adviser. Edward Jones is also a member of Financial Industry Regulatory Authority (FINRA).

Statement of Financial Condition — Edward Jones' Statement of Financial Condition is available at edwardjones.com/about/financial-reports.html, your local office or by mail upon written request.

About Your Account

Account Information — Your account agreement(s) contain the conditions that govern your account. Contact your financial advisor if you have any changes to your financial situation, contact information or investment objectives.

Account Accuracy — If you believe there are errors on your account, promptly notify your financial advisor or Client Relations. To further protect your rights, including rights under the Securities Investor Protection Act (SIPA), re-confirm any oral communication by sending us a letter within 30 days. If you think there is an error with, or you have a question about, your electronic transfers, contact Client Relations.

Complaints about Your Account — If you have a complaint, call Client Relations or send a letter to Edward Jones, Attn: Complaints Investigations, 12555 Manchester Rd., St. Louis, MO 63131 or send an email to complaints@edwardjones.com

Pricing — For the most current prices of your investments, contact your financial advisor or visit Online Access. While we believe our pricing information is reliable, some information is provided by third parties and we cannot guarantee its accuracy.

Systematic and Money Market Transactions — Additional transaction details may be available upon written request to Edward Jones, Attn: Trade Operations Dept.

Fair Market Value for Individual Retirement Accounts — Your account's fair market value as of Dec. 31 will be reported to the Internal Revenue Service (IRS) as required by law.

Withholding on Distributions or Withdrawals — Federal law requires Edward Jones to withhold income tax on distribution(s) from your retirement accounts and other plans, unless you elect not to have withholding apply by completing the appropriate form and returning it to the address specified on the form. Your election will remain in effect until you change or revoke it by completing and returning a new form. If you elect not to have withholding or do not have enough income tax withheld from your distributions, or if payments of estimated taxes are not sufficient, you may be responsible for payments of estimated taxes and/or incur penalties as a result. State withholding, if applicable, is subject to the state's withholding requirements.

Fees and Charges — The "Fees and Charges" amount shown in your Value Summary includes the following:








- Account fees (e.g., advisory program asset-based fees and retirement account fees);
- Fees and charges for services (e.g., check reorders and wire transfers); and
- Margin loan interest

This amount does not include transaction-based fees and charges on the purchase or sale of a security or other product (e.g., systematic investing fees, commissions, sales charges, and markups/ markdowns). These fees and charges are shown in the activity section(s) of your statement or on your trade confirmations. For more information, contact your financial advisor.

Rights to Your Money Market Fund, Bank Deposit and Free Credit Balances — The uninvested cash in your account ("Free Credit Balance") is payable on demand. You may instruct us to liquidate your Insured Bank Deposit or Money Market fund balance(s). We will disburse the proceeds to you or place them in your accounts. Your instructions must be made during normal business hours and are subject to the terms and conditions of the account agreement(s).

To learn more about fees and costs, revenue sharing, and the compensation received by Edward Jones and your financial advisor, please talk with your financial advisor or visit edwardjones.com/disclosures.

CONTACT INFORMATION

Client Relations		Online Access	Other Contacts
 Toll Free Phone 800-441-2357	Monday – Friday 7 a.m. – 7 p.m. CT	 edwardjones.com/access	 Edward Jones Personal MasterCard® 866-874-6711
 201 Progress Parkway Maryland Heights, MO 63043		 Edward Jones Online Support 800-441-5203	 Edward Jones Business MasterCard® 866-874-6712
			 Edward Jones VISA® Debit Card 888-289-6635

S1EDJ001 Rev 11/21



Trustees

Curtis Beitel, PE. M. ASCE, President TCEF, cbeitel@walkerpartners.com, 817.733.2554 (2022)

John N. Furlong, PE. D.WRE, M.ASCE, VP Finance TCEF, jfurlong1952@gmail.com, 214.724.6401 (2022)

Background

The Texas Civil Engineering Foundation was created to support the Texas Section of the American Society of Civil Engineers in its activities to enhance the profession of civil engineering and civil engineering education.

Total Funds carried forward from September 2021 report:		\$119,985.37	
Business Checking Account:			
Balance as of September 2022 report:		\$4,123.50	
Major Expenses (Assistance to Student Spring 2022 conv.)		-\$3,873.54	
Business Savings Account:			
Balance as of September 2022 report:		\$7,052.38	
Past Presidents Educational Trust Fund (Edward Jones):			
Balance as of September 2022 report:		\$185,643.03	
Additional Deposits		\$100,000.00	
Transfer from Past President’s Educational Trust Fund to Bank Account		- \$7,500.00	
SUMMARY: (as of Sept. 11, 2022)			
1. Checking Account:	\$4,123.50		
2. Savings Account w/o PF:	\$7,052.38		
3. Past Presidents Educational Trust Fund (Edward Jones):	\$185,643.03		
Total Funds:	\$196,818.91		

Non-operational funds are with Edward Jones in growth & income mutual funds

Trustee Actions during Fiscal Year

Continued developing options for collecting additional funds for the General and the Past Presidents Educational Trust Funds to meet the minimum investment and begin utilizing a portion of the earnings in support of the Texas Section.

Planned Future Actions

Extend current trustees whose terms expire in 2022.

Identify potential additional trustees to replace term limited members in 2024.

Requests for ASCE Texas Section Board of Direction

Creation of Donation Page on Texas Section website

Suggestions on how the TCEF can best serve student needs

Supplemental Information

Wells Fargo Bank Statements on file at Texas Section offices

Edward Jones Statements on file at Texas Section offices