

President: Kevin Hensley
President-Elect: Beth Richards
Past President: Michael Duffy
Secretary/Treasurer: David Carney
Delegate: Ron Knoche
Alternate Delegate: Adam Smith

Director, Reg 1: Baylor Bestgen
Director, Reg 2: Justin Clausen
Director, Reg 3: Tim Mroch
Director, Reg 4: Matt Cox
Director, Reg 5: Sara Kappos
Director, Reg 6: Nicole Gleason



Executive Committee Meeting Agenda

August 8, 2025, at 10:00 am

West Des Moines Public Services

- I. **Call to Order:** 10:00 am called to order
- II. **Agenda Review/Modifications**
- III. **Approval of Minutes:** Motion to approve Mike Duffy seconded Beth Richards
- IV. **Officer Reports**
 - A. **Secretary/Treasurer Report:** Dave Carney presented the Treasurer's report, as of August 4, 2025. The report included a statement of financial position, statement of activity, and statement of activity details. Total net assets are \$148,691.57.
 - B. **President Report:** Coming into a busy season with events coming up. Kevin is looking forward to the adventures as a group over the next couple of months.
 - C. **President-Elect Report:** Beth bought some SWAG as examples for future events.
 - D. **Director Report(s):**
 - i. **Baylor:** No report
 - ii. **Justin:** Good to see everyone
 - iii. **Tim:** Ron has reached out to organizations for mentoring. Other organizations are willing to partner.
 - iv. **Matt:** Not present
 - v. **Sara:** No report
 - vi. **Nicole:** Not present
 - E. **Delegate Report:** Getting ready for counsel of chapters meeting at PWX. Joe Johnson will step down and Bill Stogsdill will become regional director.
- V. **New Business**
 - A. **SPOT/ ROADEO request – Kim:** Registration just went live for the event. They utilize electronic scoring for the event. Traditionally they utilized one monitor, last year they used three monitors, and it worked well, one for each course. The monitors were “borrowed” from Cedar Rapids. They are making a request for the chapter to purchase three monitors and a case to be utilized moving forward. Motion to purchase three monitors and all necessary equipment was made by Ron Knoche and seconded by Sara Kappos. Approved by the committee.
 - B. **Facility and Grounds Discussion – Shane:** At PWX there will be a one-day Facility and Grounds certificate course on Wednesday. Shane is judging interest in having a course here in Iowa. \$1000 to purchase content, \$125 per member to take the course. The course is comprised of a variety of topics which can be found on the APWA and PWX website. Questions were asked about possibly having this as part of either the fall or spring chapter conference. The venue change for the spring conference will help facilitate having this course. Shane will bring a budget to the next meeting for approval.

- C. **NUCA Iowa Dozer Day – Dave:** Iowa Chapter of NUCA is having Dozer Days September 21st and 22nd at the Iowa State Fairgrounds. Dave is looking to see if agencies are interested in bringing some equipment for the event. Concerns of who will be operating the equipment.

VI. Old Business

- A. **Collaboration with other Associations – ISWEP I-Salt Training:** Snow and Ice training that Kevin and Wilf Nixon put together. Information is best practices for application of salt and products. Target of this program is contractors who apply this product. September 4th, 2025, Kevin and Wilf will present at Mid-American Rec Plex.
- B. **YP Summit – Sara Kappos:** Randy Friend was submitted for complimentary entrance to the YP summit and PWX.
- C. **Iowa League of Cities Annual Conference – Beth:** APWA booth was set right by SUDAS booth. Need people Wednesday September 17th and Thursday the 18th. Need people for set up and then to sit at the booth. Theme is sports for the evening events so dress appropriately. Beth Richards is the point of contact for volunteering to assist. Beth will send out a Signup Genius to the group to see who can assist.
- D. **Complimentary Registrations for Retired Chapter Leaders – Sara Kappos:** No report
- E. **Snow Conference – Kevin:** We have MOU, but it has not been signed yet. Beth has reached out to APWA. Hopefully after PWX this will get signed. The dates for the snow show are April 18th through April 21st, 2027. Estimated budget for this is \$80,000.
- F. **Chapter Dinner at PWX – Mike:** Making sure we are tracking the people attending the Chapter dinner. We have 110 dinners paid for at the restaurant. Guests are charged \$100 to attend this is not the full cost of the dinner. We will have nametags for each person who is signed up. Dinner is limited to members of the Iowa Chapter APWA and One (1) guest per member.

VI. Committee Reports

- A. **Audit - Jason H.:** Good on Audit. We will do it at PWX.
- B. **Awards - Eric C.:** Committee is meeting August 8, 2025 at 1:30pm in Waukee.
- C. **Communications - Sarah O.:** No report
 - a. **History - Doug D.:** No report
 - b. **Newsletter - Rachel C./Nichole S.:** No report
 - c. **PACE - Katie E.:** We did receive the PACE award.
 - d. **Website - Rob K.:** Added a few events. Nothing else new. New format for the newsletter
 - e. **Social Media - Aaron G.:** Tried to sync Facebook and Instagram without success. Lynked In presence is a private group account. Aaron will research to see if he can make it a public account or if a new one needs to be created.
- D. **Education/Training - Keith K.:** Keith discussed with APWA at national about re-accrediting the leadership institute. Some updates will need to be made if we decide to go through the process of accreditation. APWA refining their leadership institute and credentialing and determining how the chapter institutes will relate.
- E. **Friends of APWA - Lee S.:** Always happy to participate in our events
- F. **Government Affairs - Nichole S.:** Nothing new to report.
- G. **Membership - Jordan K.:** 550 members. Lists are being updated online. Looking for ideas for membership initiatives.
- H. **Nominating - Mike D.:** Committee has been established. Members are Sara Kappos and Adam Smith. Looking for nomination for director positions. Justin Clausen has been nominated for Chapter President.

- I. **Small Communities - Scott K.:** Thank Beth and Dave for lining up the booth at the DMACC annual water conference.
- J. **Sustainability - Amy F.:** Not present
- K. **Transportation - Jeff M.:** Not present
- L. **Mid-American Conference - Corey M., Rob K., Jason H.:** Just working through planning. Scott volunteered to be on the program committee. They are still looking for volunteer opportunities for conference planning. The planning committee requested Jonathan to be a keynote speaker
- M. **Young Professionals – Jon C:** A lot of opportunities for YP in 2026.
- N. **Leadership/Management/ PW Institute – Jonathan Gano:** A lot of activity at APWA around the concept of Micro-credentialing for the capturing of leadership training.

VII. National Liaison/Committee Reports

- A. Awards - Projects of the Year - Arielle S.
- B. Certified Stormwater Management Council - Amy F.
- C. Facilities and Grounds - Shane M.: Certificate training at PWX.
- D. Government Affairs - Jeff M.
- E. Leadership and Management - Steve J.
- F. National Committee Uniform Traffic Control – David C.
- G. New Initiatives - Ron K.
- H. Solid Waste Management- Craig S.: Click Listen and Learn in March for the committee. Tracking of routes for Solid waste.
- I. Transportation - Kevin H.
- J. Water Resources Management - Rachel C.

VIII. Partners

- A. ICEA – Brian M.: Started the process of Strategic planning for their organization.
- B. IHRB - Ron K. (Rudy K., Matt C., Brenna F.): 75-year anniversary this year. 800 projects total
- C. Iowa DOT – Micah L. and Nicole M.:
 - a) All systems permit change. Looking for feedback by end of August or early September.
 - b) The long-standing Buy America, Build America Manufactured Products waiver expires on October 1, 2025. Suppliers have been notified and are aware of this change.
 - c) City and Bridge program is live
 - d) Local safety action plans. Looking to see if local agencies are creating their own outside of local MPO's. The DOT will be tracking the Safety action plans and assisting with implementation and training. Seeking people to assist Nicole with this.
 - e) Traffic and Safety Bureau November 5th, 2025 at the Gateway in Ames.
- D. LTAP - Keith K.
 - a) Winter maintenance, mostly rural, in November
 - b) Bridge inspection in October (not mentioned verbally)
 - c) Safety around the state in October
 - d) Leadership/Management TAC to develop a few classes of subjects of interest to do on-site in the state. Possibly with contractors.
 - e) We are also doing some public transit work as a separate project.

f) Focus for Keith this fall is future funding for LTAP. He discussed the current situation nationally with LTAP and the federal funding.

E. SUDAS/PWSB - David C./Beth R.

IX. Announcements

X. Upcoming Events

A. PWX - August 17-20, 2025, Chicago

B. Executive Committee Meeting - October 2, Des Moines Embassy Suites

C. Fall Conference - October 1 (golf), 2, and 3, Des Moines Embassy Suites

D. Executive Committee Meeting - December 12, West Des Moines Public Services

XI. Adjournment: Motion to Adjourn made by Just Clausen at 11:42am and seconded by Ron Knoche. Approved by the committee.



Executive Committee Meeting Attendance
West Des Moines Public Services
August 8, 2025

Please PRINT

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Steve Johnson

JONATHAN GARC

Berk Richards

Katie Eichholt

Kevin Hensley (Jeremy)

Brylon Bootgen

David Carney

Jerry D. Freestone

Adam Smith

Michael Duffy

Brian Moore

for ~~me~~ Jon Gannon

Nicole Moore

Craig Shepard

Sarah Oberlund

Nichole SUGREN

Micah Loesch

ROB KLINE

JASON HAVEL

Jordan Kappas

Ron Knoche

Sara Kappas

Scott Sovers

Micah Loesch

Kim Pinegar

Online:

Shane McQuillan

Tim Mroch

JUSTIN CLAUSEN

Aaron Granquist

SCOTT KLEPPE

Keith Knapp