

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

December 12, 2025 at 10:00 am

West Des Moines Public Services

Board Members Present:

Beth Richards, Michael Duffy, David Carney, Steve Johnson, Ron Knoche, Baylor Bestgen, Tim Mroch, Adam Smith, Nicole Gleason (online), Justin Clausen (online).

Others Present:

Micah Loesch, Lee Shepard, Brian Moore, Nicole Moore, Scott Sovers, Jason Havel, Sarah Okerlund, Keith Knapp, Rob Kline, Shane McQuillan, Kim Pinegar, Scott, Kleppe, Kaie Eickholt, Jonathan Cygan (online), Aaron Grandquist (online).

- I. **Call to Order:** Called to order at 10:05am by Beth Richards
- II. **Agenda Review/Modifications:** None
- III. **Approval of Minutes:** Motion to approve made by Baylor Bestgen and seconded by Ron Knoche. Motion carried.
- IV. **Approval of Financial Report and Expenditures:** Motion to approved made Ron Knoche and seconded by Baylor Bestgen. Motion carried.
- V. **Officer Reports**
 - A. Secretary/Treasurer Report: As presented by Steve Johnson
 - i. Total Assets \$164,914.91
 - ii. Audit revealed that the chapter is required to receive executive committee approval for all expenditures, hence the approval of item IV above.
 - B. President Report: No report
 - C. President-Elect Report: Beth found a venue for the 2026 fall conference and hopes to sign a contract soon. Tentatively set for The Spark by Hilton, October 7-9, 2025.
 - D. Director Report(s):
 - i. Reg 1: Baylor – No Report
 - ii. Reg 2: Justin – No Report
 - iii. Reg 3: Tim – No Report
 - iv. Reg 4: Matt – No Report
 - v. Reg 5: Sara – No Report
 - vi. Reg 6: Nicole – No Report
 - E. Delegate Report
 - i. Winter Council of Chapters meeting will be in Florida next year. March 10-12, 2026.
 - ii. National Public Visibility Committee is hiring a consultant
 - iii. Chapter activity report is due at the end of February.

VI. New Business

- A. Elect Alternate Delegate - Beth R.
 - i. Beth nominated Adam Smith to continue as the alternate. Motion to approve was made by Mike Duffy and seconded by Justin Clausen. Motion carried.
- B. Winter Maintenance Supervisor Certificate Program in 2026? - Mike D.
 - i. Mike would like to host another session, but on the east side of the state. He is seeking approval of support from the chapter to conduct the training.
 - ii. He is working with National to see if they could assist.
 - iii. Mike will develop a budget and coordinate dates and bring to the next meeting.
- C. Top 10 Nominee - Beth R.
 - i. The Top Ten committee recommended Kevin Hensley as the 2026 nominee. Motion to approve was made by Mike Duffy and seconded by Baylor Bestgen. Motion carried.
- D. Spring Conference - Kim P./ Justin C./ Steve J.
 - i. With the new venue, there will be 80 traditional exhibitor booths and 9 equipment spaces with a 55'x25' display area. Will not be as much equipment with not being able to use the parking lot like we did at the Sheraton.
 - ii. Should be able to go live for tickets in February.
 - iii. Ron Knoche will invite other regional delegates.
 - iv. Capital Square Atrium and Ricochet for the Thursday evening event.
 - v. Ron Knoche will request to have APWA National President representative attend

VI. Old Business

- A. Budget Amendment Request for Winter Maintenance Supervisor Training - David C.
 - i. Expenditure for the event exceeded the budget by \$1500. Motion for budget amendment was made by Mike Duffy and seconded by Ron Knoche. Motion carried.
- B. Reviving Student Chapters - Beth R.
 - i. Looking for a volunteer to take this over.
- C. Facilities and Grounds Certificate Program - Shane M.
 - i. Three different speakers lined up for the event.
 - ii. Plan is to have this as an additional track at the spring conference.
 - iii. Expecting between 30 and 50 participants.
 - iv. The motion to approve hosting the facilities and grounds certificate program during the spring conference was made by Ron Knoche and seconded by Baylor Bestgen. Motion carried.
- D. Networking Event - Jon C.
 - i. Proposed at hosting at Smash Park on Wednesday, January 28.
 - ii. Venue is \$900 with a minimum of \$300 for food and drink.
 - iii. A budget of \$1,500 was approved for this event at our last meeting. This should cover the cost of the venue, one drink, and some appetizers.

VII. Committee Reports

- A. Audit - Jason H. – No Report
- B. Awards - Eric C. – No Report
- C. Communications - Sarah O. – No Report
 - i. History - Doug D. – No Report
 - ii. Newsletter - Rachel C./Nichole S. – No report
 - iii. PACE - Katie E. – Can start getting the information together anytime. Form has been updated to make the application easier and more efficient.

- iv. Website - Rob K. – Trying to get the site updated. Awards specifically. APWA National implemented Beaver Builder, which is a new program to help build the website.
- v. Social media - Aaron G. – Request for ideas on what we want to promote.
- D. Education/Training - Keith K. – LTAP will be doing some stuff in Leadership Development. Looking to create a training institute for the Iowa Chapter.
- E. Friends of APWA - Lee S. – No update
- F. Government Affairs - Nichole S. – No report
- G. Membership - Jordan K. – 542 current memberships.
- H. Nominating - Mike D. – No Report
- I. Small Communities - Scott K. – No Report
- J. Sustainability - Amy F. – No report
- K. Transportation - Jeff M.
 - i. They are working on a bill to replace IJAA when it expires.
 - ii. State funding discussed at the county engineers conference
 - a. Indexing of the gas tax tied to the CPI
- L. Mid-American Conference - Corey M., Rob K., Jason H. – No real updates. They meet regularly and are close to finalizing all the topics for the agenda.
- M. Young Professionals - Jon C. – Site tours and social hours and good ways to get YP interaction.

VIII. National Liaison/Committee Reports

- A. APWA Board of Directors - Wilf N. - No report
- B. Awards - Projects of the Year - Arielle S. - No report
- C. Certified Stormwater Management Council - Amy F. - No report
- D. Facilities and Grounds - Shane M. - No report
- E. Government Affairs - Jeff M.
 - i. There will be a survey come out, which will look for input on where to focus efforts. Also solicit for volunteers to assist with survey efforts.
 - ii. Text 52886 – Action alerts looking for support for APWA GAC.
- F. Leadership and Management - Steve J.
 - i. [Survey for CPWP Job Analysis](#)
- G. National Committee on Uniform Traffic Control Devices - David C. - No report.
- H. New Initiatives - Ron K.
 - i. In process of working through the next call for projects
 - ii. \$75k set aside annually for new initiatives.
 - iii. Only \$12k given out over the last 12 months. Money is available for new things.
- I. Solid Waste Management- Craig S. - No report
- J. Transportation - Kevin H. - No report
- K. Water Resources Management - Rachel C.
 - i. Call for volunteers to assist in the development of their training and accrediting program. If interested [click here](#)
 - ii. They are working on the stormwater management manual
- L. Winter Maintenance Subcommittee - Mike D. - No report

IX. Partners

- A. ICEA - Brian M.
 - i. Conference was last week. Record number of vendors; close to record number of attendees.
 - ii. They will let us have a booth next year to promote the 2027 snow conference.

- B. IHRB - Ron K. (Rudy K., Matt C., Brenna F.)
 - i. December meeting was last week in conjunction with ICEA conference.
- C. Iowa DOT - Micah L.
 - i. Upcoming [Local System Training](#)
 - a. LSB Update Meetings (1 day)
 - b. Jan 21 - Boone
 - c. Jan 22 - Denison
 - d. Jan 29 - Coralville
 - e. Federal-aid Overview Seminar (2 day)
 - f. Feb 11-12 - Boone
 - ii. Iowa Admin Rule, Chapter 150, Public Hearing Reminder
 - iii. [Iowa Administrative Code](#)
 - iv. [Iowa Administrative Bulletin Component Document](#)
 - v. AASHTO BrR Project Update
 - vi. [Implementation of AASHTOWare BrR program for rating Iowa bridges \(#3851\)](#)
 - vii. [AASHTOWare BrR Support and Training \(#3928\)](#)
 - viii. Next Step: Communicate/Educate Local Agencies
- D. LTAP - Keith K.
 - i. All upcoming training dates and locations are available online at the LTAP website.
- E. SUDAS/PWSB - David C./Beth R.
 - i. Looking for support if another bill comes to the Iowa Legislature about SUDAS.

X. Announcements: None.

XI. Adjournment: Motion to adjourn was made by Ron Knoche and seconded by Baylor Bestgen. Motion carried.