



Executive Committee Officers Meeting
January 10, 2025

Attendees

Mitch Hoeft, President
 Mark Hansen, Vice President
 April Crockett, Secretary/Treasurer
 Jupe Hale, Past President and Chapter Alternate Delegate
 Monica Heil, Delegate
 Mary Detloff, Chapter Administrator

The meeting was convened at 9:05 am

1. December 6, 2024 Officers Meeting Minutes (Hoeft)

Mary noted the motion in the December minutes related to USBank signatories now includes the names of those who will be signatories for the coming year as required by the bank. No other comments were received.

2. Financial Report (Crockett)

For months ending December 31, 2024		
Opening Balance Equity (as of 7/1/2024)	\$618,455.55	
Merrill Lynch	\$148,524.73	
US Bank Checking	\$114,881.81	
US Bank Savings	\$260,636.25	
Total Current Assets	\$524,042.79	
Net Monthly Income	(\$94,412.76)	
	Deposits	Expenses
Deposit & Expense Report (Dec. 2024)	\$555.00	\$151,947.93

Secretary/Treasurer Crockett reviewed the financial report, including the balance sheet and the most significant expenses.

- The invoice of nearly \$109,000 to Mystic Lake Center for the fall conference was paid in December; all fall conference expenses have now been paid.
- Reserving space at Mystic Lake Center for conferences after fall 2025 will be brought to the Conference Planning Committee for consideration.
- The agenda item to review and finalize best practices will be moved to the March officers meeting each year.

- It was noted there appear to continue to be issues with the APWA membership database, which currently shows a 40% drop in membership for APWA-MN from June 2023 to January 2025. It is anticipated this issue will be discussed at the upcoming chapter delegate meeting with APWA personnel.

3. Review and Discussion: 2028 PWX MOU (Hoeft, Hale)

The draft MOU has been sent from APWA for our review, which was discussed by the officers. We anticipate a minimum commitment from APWA-MN of approximately \$100,000.

- Tentative PWX Planning Committee co-chairs are Jupe Hale and Richard McCoy. Co-chair signatures will sign the MOU at the appropriate time.
- APWA will be asked about the expected financial commitment from APWA-MN for drink tickets at the Get Acquainted Party. Additionally, clarification on fundraising and sponsorships will be requested.
- Jupe has created a mark-up copy of the MOU containing potential modifications.
- The draft PWX MOU will be brought before the Executive Committee in February for their approval, and will be placed on the February officers meeting agenda for approval before taking to the Executive Committee.

4. APWA National Contract Review Status – Admin, Accounting, Conference Planning

- Mitch will follow up with APWA on Mary's conference and workshop planning agreement and the amended bylaws.
- Signatures and final execution will happen on the chapter administrator and chapter accountant agreements in the coming days.

5. Discussion on Current 2025 Sponsor Level Initiatives

The Membership & Special Events Committee discussed this item this morning:

- Provide additional opportunities for organizations that may not fit under or be interested in traditional sponsorship levels.
- Consider increasing fees for current sponsorship levels and/or add a Diamond level.
- Additional sponsorships may be offered for items like lanyards, receptions, speakers, etc. at chapter conferences.
- The Membership & Special Events Committee will continue to discuss this item, and will consider creating a new committee or subcommittee: Membership & Sponsorships.

6. Discussion on Process for Forming New Committees

Mitch confirmed designating standing committees and confirming committee chair appointments as noted on the January Executive Committee agenda.

7. APWA Chapter Leadership Training Status

APWA-MN representatives attending confirmed their participation.

8. Review Task List (Hoeft)

This item was not reviewed due to lack of time.

9. Upcoming Website, Newsletter Articles

This item was not reviewed due to lack of time.

10. Adjourn

The meeting adjourned at 10:03 am.



Executive Committee Meeting January 15, 2025

Officers in Attendance: Jupe Hale, Monica Heil, Mitchell Hoeft, Mark Hansen

Executive Committee in Attendance: Jacob Busho, Eric Eckman, Lydia Ener, Kent Exner, Alyson Fauske, Charlie Fredericks, Zach Johnson, Eric Lembke, Lauren Letsche, Luke Lortie, Ben Perkey, Tim Plath, Matt Saam, Sarah Schweiger, Jennifer Selchow, Colleen West

Mary Detloff, Chapter Administrator and Recorder

1. CALL TO ORDER

President Mitchell Hoeft called the meeting to order at 12:08 pm.

2. PRESIDENT'S REPORT

- A. Draft Fall Conference General Membership Business Meeting Minutes for Review
Motion by Jupe Hale, seconded by Alyson Fauske, to approve the draft fall conference general membership business meeting minutes. Motion carried.
- B. Designate Two Standing Committees (Audit and Nominating)
As traditionally occurs at the January meeting each year, the Audit and Nominating Committees are confirmed for the coming year. The structure and mission of each committee remains unchanged.

Motion by Mark Hansen, seconded by Colleen West, to confirm the Audit and Nominating Committees for 2025. Motion carried.
- C. Committee Chair Appointments
President Hoeft reviewed all 2025 committee chairs and director liaison assignments without comments or corrections.
- D. Committee Chairs: Submit Agendas and Minutes to Mary as Required by APWA
Committee chairs were reminded to submit meeting agendas and minutes to Chapter Administrator Mary Detloff as required by APWA.
- E. APWA New Initiatives Committee Opportunity
APWA has a fund to support new initiatives of local chapters, due February 26. Ideas from committees are welcome.
- F. APWA Region VI Director Position
This position is open in 2025 with Joe Johnson concluding his third of three terms, with chapters in Region VI invited to submit candidates by February 3. Jupe Hale is interested in

serving in this capacity. No other candidates were offered. APWA-MN will support Jupe's candidacy.

3. SECRETARY/TREASURER'S REPORT

Vice President Mark Hansen presented the Secretary/Treasurer's Report in April's absence.

A. Minutes from December 6, 2024 Officers Meeting

No comments were received on the minutes as distributed.

B. Minutes from December 5, 2024 Executive Committee Meeting

No comments were received on the minutes as distributed.

Motion by Jupe Hale, seconded by Kent Exner, to approve the December 5, 2024 Executive Committee meeting minutes as distributed. Motion carried.

C. Financial Report

For months ending December 31, 2024		
Opening Balance Equity (as of 7/1/2024)	\$618,455.55	
Merrill Lynch	\$148,524.73	
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	Deposits	Expenses
Deposit & Expense Report (Dec. 2024)	\$555.00	\$151,947.93

Vice President Hansen reviewed the financial report, citing the most significant expense was payment to Mystic Lake Center for the balance of the 2024 fall conference. Other expenses were reviewed.

Motion by Mark Hansen, seconded by Alyson Fauske, to approve the financial statements for the month ending December 31, 2024. Motion carried.

4. VICE PRESIDENT'S REPORT

Vice President Hansen reviewed preliminary plans for the 2025 Chapter Dinner at PWX in Chicago, which will be hosted at the Chicago Firehouse. Additionally, the traditional chapter post-awards reception will be hosted at Tap Works in Chicago. Space has been reserved and secured for both events.

5. PAST PRESIDENT'S REPORT

A. Past President's Report

Jupe noted APWA has sent the MOU to the chapter for PWX 2028. Officers have reviewed and will send comments and questions back to APWA in anticipation of bringing the MOU to the Executive Committee in February.

B. Government Affairs Committee (Zach Johnson, Chair)

Chair Johnson noted the legislative session recently began. The Government Affairs Committee meets next week and will provide an update to this body in February.

6. COUNCIL OF CHAPTERS REPORT

A. Delegate's Report

The Council of Chapters has not yet met in 2025; chapter leadership training is scheduled for Feb. 5-6 in Kansas City. A number of APWA-MN leaders plan to attend.

Delegate Heil reviewed APWA-MN members serving on APWA national committees and encouraged everyone to share opportunities for involvement at the national level.

1. History Committee (Justin Klabo, Chair)

No report.

B. Alternate Delegate's Report

1. MN Infrastructure Alliance (MN2050) (Michelle Stockness, Chair)

Alternate Delegate Hale reviewed the goals of MnIA and a few committee events planned for the coming year. MnIA is seeking additional volunteers, so anyone interested is encouraged to connect with Jupe or Michelle.

7. DIRECTOR/COMMITTEE CHAIR REPORTS

A. Manager/Engineer Director: Ben Perkey

1. Education & Training Committee (Tim Plath and Chris McKenzie, Co-Chairs)

- The Executive Fellowship program will be offered in 2025-2026; the Leadership Program will not be offered at that time.
- Ideas for the Executive Fellowship Capstone Project are welcome.

B. Consultant Director: Alyson Fauske

1. Diversity, Equity & Inclusion Committee (Shibani Bisson, Chair)

- The committee reviewed feedback from the fall conference DEI presenter at their recent meeting.
- DEI grant applications were due last week - two applications were received. A recommendation for the grant will be brought to the February Executive Committee meeting.
- Ideas for a spring conference service project, potentially including assembling personal care baskets (budget of \$500) and a DEI speaker will be discussed with the Conference Planning Committee.

C. Director of Public Works/City Engineer Director: Richard McCoy

1. Membership Committee (Jason Sprague and Justin Messner, Co-Chairs)

- The first vendor/sponsor appreciation event is scheduled for February 13. All are encouraged to attend to support and get to know our sponsors and vendors.
- Potential upcoming events, tours, and Membership Committee-related happenings at the Spring Conference were mentioned.

D. Outstate Director: Kent Exner

1. Outstate Development Committee (Kent Exner and Jake Busho, Co-Chairs)

- Kent noted he will be co-chairing this committee with Jake Busho in 2025. Meeting dates for the coming year are currently being finalized.
- It was again noted chapter membership records with APWA do not appear to be accurate. We continue to work with APWA to confirm membership information and improve accuracy of the membership database.
- Additional committee members are welcome.

2. Awards Committee (Eric Lembke, Chair; Eric Eckman, Vice Chair)

- The committee met last week and identified many potential APWA award nominations. Committee members are following up with suggested nominees in advance of preparing award applications due in early March.
- At the appropriate time, the Awards Committee will lead the effort to prepare the PACE Award nomination, due June 2.
- The committee is considering creating badges for award winners similar to those offered by APWA. Graphic design services will be needed to create badges. A summary of this idea was requested to be forwarded for officers to consider and help move forward.
- Most of the local project award winners recognized at the fall conference accepted an offer to have a presentation conducted locally. Most of these have taken place - these presentations will be highlighted in future chapter communications and are likely to be continued in the future since they were popular.

E. State/Regional/County Director: Luke Lortie

1. Public Awareness Committee (Lauren Letsche, Chair; Jen Selchow, Vice Chair)
Upcoming events through February were reviewed, as well as the best way to share information about these events and encourage participation.
2. Asset Management Committee (Russ Matthys, Chair)
No report. The committee has not met yet in 2025.

F. Superintendent Director: Charlie Fredericks

1. Environment & Sustainability Committee (Ben Scharenbroich and Adam Tjaden, Co-chairs)
 - Committee initiatives were noted, as were opportunities to get involved.
 - The highway cleanup contract was renewed for the same location.

G. Vendor/Contractor Director: Colleen West

1. Communications Committee (Lydia Ener, Chair)
The committee will meet in late January, at which time the 2025 content calendar will be finalized as will the committee article schedule. Forms for committee updates will be sent to committee chairs soon.

H. Young Professionals Director: Sarah Schweiger

1. Young Professionals Committee (Cody Mathisen, Chair; Ben Perkey, Vice Chair)
 - Several new committee members were welcomed for 2025.
 - A fun event was hosted by the committee on Dec. 11 at Smash Park. Upcoming events were reviewed.
 - Sarah provided an update on the mentor program. One or two more mentors are needed, with 16 pairs anticipated.

I. Conference Planning Committee (Matt Saam and Mark Hansen, Co-chairs)

- The committee held their first spring conference planning meeting earlier this week. Committee members are following up on potential speakers and topics.
- If other committees have requests related to the spring conference, let Matt or Mark know soon.

J. Volunteer Coordinator Report (Michael Kirsch)

No report.

8. OLD BUSINESS

Ceremonial Passing of the Briefcase will be delayed to a future meeting.

9. NEW BUSINESS

None.

10. ADJOURNMENT

The meeting was adjourned at 1:47 pm.



APWA-Minnesota Chapter
Balance Sheet
 As of January 31, 2025

	Total
ASSETS	
Current Assets	
Bank Accounts	
160 Merrill Lynch Investment	152,713.28
Checking	108,712.73
Savings	260,924.17
Total Bank Accounts	\$ 522,350.18
Accounts Receivable	
Accounts Receivable (A/R)	0.00
Total Accounts Receivable	\$ 0.00
Other Current Assets	
Other Current Assets	0.00
Undeposited Funds	0.00
Total Other Current Assets	\$ 0.00
Total Current Assets	\$ 522,350.18
TOTAL ASSETS	\$ 522,350.18
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Opening Balance as of 7/1/2024	618,455.55
Net Operating Income	-96,105.37
Total Equity	\$ 522,350.18
TOTAL LIABILITIES AND EQUITY	\$ 522,350.18



APWA-Minnesota Chapter

General Ledger

December 2024 - January 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
12/27/2024	Check	1900	DeLoy Fait	PACE patch on banner-sewing fee	Checking	15.00	336.74
Total for 898 Miscellaneous Expenses (Should not exceed \$2500)						\$15.00	



Executive Committee Update
Justin Klabo, Chair
Monica Heil, Executive Committee Liaison

History Committee

Date: February 12, 2025

Executive Committee Action Items

1. **Discussion Items**
 - a. General update on meeting schedule & goals for 2025
2. **Recommendations for Action/Vote**
 - a. No recommendations for action/vote

Committee Discussion Items and Updates

- Decades Looking Back
 - o Focusing on developing a Matrix of Factoids for 2025
- Where Are They Now Interviews [Articles or Videos]
 - o Continue to inform the Chapter of where we have come from, individuals that were influential in public works, and overall how it has led to where we are today.
- 2025 Meetings
 - o Quarterly Meetings
 - March - TBD
 - May - TBD
 - Summer – TBD
 - Fall - TBD

2024 Committee Strategic Initiatives

- Increase the visibility of historical Projects reconnect with Public Works Professionals
 - o Where Are They Now [Articles & Videos]
 - o Looking Back by the Decades [Factoids]

Committee Membership

Chair: Justin Klabo, AE2S
Members: Tom Thompson, Stanley Group
Paul Kauppi, City of White Bear Lake
Ross Bittner, City of Edina
Phil Elkin, City of St. Louis Park
Greg Anderson, SEH
Andrew Scipioni, City of Edina
Michael Novitzki, ISG
EC Liaison: Monica Heil, WSB



Executive Committee Update
Tim Plath & Chris McKenzie, Co-Chairs
Ben Perkey, Executive Committee Liaison

Education and Training Committee

Date: February 12, 2025

Executive Committee Action Items

1. **Discussion Items**
 - a. Targeted approach for advertising Scholarship Opportunities
2. **Recommendations for Action/Vote**
 - a. None

Committee Discussion Items and Updates

- Education and Training Committee held the last meeting on February 5, 2025.
- Reviewed accomplishments of 2024 and 5-year plan
 - Has been updated to Spring 2025 through Spring 2030
- Scholarships - \$30,000 (6 college/university and 3 technical college/school)
 - Promotional materials in March/April
 - Deadline – early May 2025
- Spring Workshop – Verbal Judo & Writing to Get Things Done
 - Details still to be finalized – Late April 2025, Mystic Lake is likely location
 - Finalizing discussing with Verbal Judo, may consider other de-escalation options
- Public Works Certificate Program
 - Spring classes began
 - Office and Professional Skills for Public Works (Course 001) – began last week of January
 - Public Works Organization and Administration (Course 004) – first class February 11, 2025
 - Technical Aspects of Public Works (Course 005) – first class February 12, 2025
- Leadership Academy
 - Receiving Feedback from Wally for opportunities to improve
 - Executive Fellowship
 - Human Resources Essentials for Public Works
- Underground Utilities Construction Inspector School (UUCIS) Program
 - Planning for next year
 - Have reached out to representatives in Fargo for outstate location
- APWA-MN Article Request – Joe Powers has volunteered to write for Education and Training Committee
- Upcoming Education and Training Committee meeting dates are:
 - 11:30am to 1:00pm March 5, 2025
 - 11:30am to 1:00pm June 4, 2025

2025 Committee Strategic Initiatives

- Continue to deliver current, relevant and effective E&T programs

- Continue to strive and deliver relevant content to every corner of the state with a combination of in-person and virtual offerings.
- Prioritize in-person networking as a key component to continuing education
- Refine “Policies and Procedures” document for chapter-facilitated E&T programs
- Assist and partner with other organizations in supporting the DCTC Civil Engineering and Land Surveying Technology program
- Evaluate group proctoring of APWA Certification exams offerings (ie Certified Public Infrastructure Inspector (CPII) and UUCIS program; Certified Public Works Professional-Supervision (CPWP-S) and the Public Works Certificate program; Certified Public Works Professional-Management (CPWP-M) and the Leadership Academy)
- Build a list of qualified instructors to backfill pending retirements
- Maintain a rolling 5-year plan for Spring and Fall Workshop topics to be published for membership
- Create a rolling 5-year plan and rotation for Leadership Academy, Public Works Executive Fellowship, and Human Resources for Public Works programming
- Expand Operations and Maintenance (O&M) training opportunities, especially technical topics, with LTAP, MSAS, etc.

Committee Membership

Co-Chairs: Tim Plath & Chris McKenzie

Members: Aaron Kuznia, AJ Soland, Andrew Wrucke, Andy Brotzler, Dale Reed, Dan Fick, Gage Morgan, Jeanine Reardon, Jim Stremel, Joe Powers, Joe Wiita, John Perkins, Justin Conner, Katherine Stanley, Lauren Letsche, Phil Olson, Rena Weis, Steve Blaufuss

EC Liaison: Ben Perkey

YP Liaison: Rena Weiss

Mission

The APWA-MN Chapter Education and Training Committee will identify, develop and support the implementation of quality and timely educational opportunities.



Real People. Real Solutions.

111 Washington Avenue S
Suite 650
Minneapolis, MN 55401

Ph: (612) 416-0220
Fax: (612) 416-0222
Bolton-Menk.com

January 20, 2025

Alyson Fauske
APWA-MN Executive Committee

RE: 2025 Diversity, Equity & Inclusion Grant Recommendation

Dear Alyson,

The APWA-MN Diversity, Equity & Inclusion Committee advertised and solicited applicants for our Chapter's 2025 DEI Grant. This year's grant has been co-sponsored by MSES. In addition to our chapter's \$3,500 budget, MSES pledged \$2,500 to the grant, for a total grant amount of \$6,000. This year we received two grant applications from

- National Society of Black Engineers, Twin Cities Professionals Chapter (NSBE TCPC)
- Minneapolis Public Schools, Roosevelt Tech Center Welding Program

We convened a grant application review committee consisting of members of the DEI Committee and MSES to review and score the applications. Based on this committee's review and scoring, we recommend that the 2025 DEI Grant be awarded to NSBE TCPC.

The quality of all the applications was outstanding. NSBE TCPC's application was very competitive and did an excellent job responding to the grant objectives. The grant will support NSBE TCPC's "Introduce a Girl to Engineering Day" during E-Week (an event expecting 100+ K-12 girls), help fund college scholarships for NSBE student chapters, and support a field trip to St. Anthony Falls Laboratory and the Hennepin Island Hydroelectric Plant.

Complete application and scoring materials are available upon request.

Sincerely,
Bolton & Menk, Inc.

Marcus A. Thomas
APWA-MN Diversity, Equity & Inclusion Committee Member

Cc: Chris Kufner, MSES



Executive Committee Update

Shibani Bisson, Chair

Alyson Fauske, Executive Committee Liaison

Diversity, Equity and Inclusion Committee

Date: February 12, 2025

Executive Committee Action Items

1. **Discussion Items**
2. **Recommendations for Action/Vote- Award 2025 Diversity, Equity & Inclusion Grant to National Society of Black Engineers, Twin Cities Professionals Chapter (NSBE TCPC)**

Committee Discussion Items and Updates

1. DEI Grant, \$6,000: \$3,500 APWA and \$2,500 MSES (Strategic Initiative #1)
 - Two applications were received:
 - NSBE TCPC for “Introduce a Girl to Engineering Day” during E-Week (anticipated outreach to over 100 girls aged K-12), help fund college scholarships to NSBE student chapters, and support a field trip.
 - Minneapolis Public Schools for the Roosevelt Tech Center Welding Program.
 - \$5,000 to purchase a welder, tools & supplies, a laptop to run a CNC plasmacutter.
 - \$1,000 for transportation costs to classes, internships or workshop; or to assist with expenses incurred between graduation and completion of their training.
 - Recommend award to NSBE TCPC.
2. Spring Conference May 7-9 Grandview Lodge
 - Submitted a request for a presenter (Strategic Initiative #2)
 - Coordinating the field and on-site service projects (Strategic Initiative #5)

2024 Committee Strategic Initiatives

The mission of the DEI committee aligns with APWA National’s listed DEI strategic initiative in fostering a diverse, equitable and inclusive membership experience along with supporting a representative voice in the field of public works. This is accomplished with the committee’s following initiatives.

1. Promote the DEI annual grant through school, government, workforce groups, non-profit agencies, etc networks. The grant funding is intended to foster a diverse workforce within the field of public works through education, training and awareness initiatives oriented toward underrepresented populations.
2. Secure national or local speaker or panel of speakers, including PW professionals, presenting DEI training and/or experiences at the spring and fall conference. Obtain feedback of these speakers through the post-conference online survey.
3. Secure a booth at the fall conference to recruit new members and solicit comments/ideas for the committee.

4. Continue to find and update list of DEI speakers in the database located on the APWA MN website.
5. Create a local community service event aligned with an organization that supports or represents DEI.
6. Complete a DEI related annual article for the APWA newsletter.
7. Participate in APWA MN outreach/STEM events/job fairs.

Committee Membership

Chair: Shibani Bisson
Members: Courtney Anderson-Ewald, Marcus Thomas, Beverly Farragher, Heather Cunningham,
Cristina Mlenjnek, Juan Lopez Martinez, Chloe Weber.
EC Liaison: Alyson Fauske

Mission

The Diversity, Equity & Inclusion Committee works to advance inclusiveness throughout the APWA-MN Chapter - placing value on all individuals and their different perspectives, and promoting the process for all to be part of the chapter. Committee goals are to retain, recruit, and encourage diverse populations to the field of public works.



Executive Committee Update

Justin Messner and Jason Sprague, Co-Chairs
Richard McCoy, Executive Committee Liaison

Membership and Special Events Committee

February 12th, 2025

Executive Committee Action Items

1. Discussion Items

- a. PWX 2025 Chicago.
 - (1) Chicago Firehouse reserved for Chapter Dinner.
 - (2) Fatpour Tap Works reserved for after Monday Awards meetup
- b. Committee Makeup. Consideration of splitting into Membership Committee and Special Events Committee.

2. Recommendations for Action/Vote

- a. None

Committee Discussion Items and Updates

Most recent meeting held 10th January, 2025.

Next meeting scheduled for Friday February 14th, 2025.

Spring Conference Thursday Night Event. Chris LaBounty is available to host trivia again. The Committee supports trivia unless the conference planning committee desires a change.

Discussion on sponsorship levels and opportunities. Topics included additional opportunities (coffee, food at Fall Conference), and price increase to sponsorship levels (Committee supports modest increase to address any financial needs for 2028 PWX rather than large donations leading up to conference).

Fall Conference Thursday Night Networking. Discussion of Cornhole and/or LaunchPad Golf.

FMSC. It was noted that recent events had relatively low attendance and there was discussion about holding a different charitable event. There will not be a March FMSC event, however the October event will be kept.

Technical Tours. A number of ideas were put forward –

- March Technical Tour of Columbia Heights City Hall – an example of a multi-use building with Railworks Brewing following tour.
- June Technical Tour of Dakota Aggregates pit in Rosemount.
- Look at recent award winners for possible tours.
- End of July or September look into biking tech tour (Justin will lead investigation).

Past Event Reviews –

- No recent events to report for this meeting.

Upcoming Events –

- APWA Vendor Appreciation Event: Thursday February 13th 4:30pm to 6:30pm at Forgotten Star Brewery, Fridley.
- Spring Conference Golf Outing – tee times will be reserved early in Spring.
- Summer Golf Outing – date set for July 10th. Chapter to review contract within next couple of months.

Committee Membership

Co-Chairs: Justin Messner and Jason Sprague
Members: Nick Egger, Jesse Struve, Jake Guzik, Mark Hansen, Beth Engum, Mike Turner, Jon Haukaas, Mitch Hoeft, Charles Cadenhead
EC Liaison: Richard McCoy

Mission

The Membership & Special Events Committee organizes and manages the spring and summer golf outings and organizes membership Technical Tours highlighting public works projects and activities.



Executive Committee Update

Jake Busho, Co-Chair
Kent Exner, Co-Chair & Executive Committee Liaison

Outstate Committee

Date: 2/12/2025

Executive Committee Action Items

1. **Discussion Items**
 - a. As described below, we should discuss the potential of having a booth at the upcoming MRWA conference. Please note that MRWA staff have been contacted, and we are awaiting their verification that a booth spot is still available.
2. **Recommendations for Action/Vote**
 - a. If deemed feasible and appropriate, funding (\$1,275) for a booth and attendees at the MRWA conference.

Committee Discussion Items and Updates

- 2025 Committee meeting dates have been established and are listed below (all at noon with the exception being the in-person meeting during the Fall Maintenance Expo which will be at 1:00 PM).
 - Wednesday, February 5th
 - Wednesday, March 26th
 - Wednesday, May 28th
 - Wednesday, July 23rd
 - Wednesday, October 1st (MN Fall Maintenance Expo – St. Cloud)
 - Wednesday, November 19th
- The Outstate Committee met on February 5, 2025, for its first meeting of the year. Topics of discussion were:
 - Review of the below listed 2025 Committee Strategic Initiatives
 - General committee consensus with no further additions/revisions
 - Look forward to maintaining the momentum gained in 2024
 - Review of the most recent/accurate membership info should be a priority and utilized to determine outreach efforts.
 - Discussed potential outstate informal gatherings for engagement/recruitment purposes.
 - Continue to assist the Education & Training Committee in promoting a class/seminar in an outstate location. Kent E. to reach out to this committee's leadership in the near future.
 - Continue working with Minnesota Rural Water Association (MRWA) and Minnesota Wastewater Operators Association (MWOA) to promote APWA involvement and possibly providing them an educational/training resource.
 - MRWA Technical Conference Vendor Show participation details/considerations:
 - Location: River's Edge Convention Center, St. Cloud

- Date/Time: Tuesday, March 4, 2025 (10:30 AM to 5:00 PM)
- Booth Registration: \$750 (one person) + \$100 (each additional person) + \$425 (required annual membership fee) = \$1,275 total cost (2 people attending)

2025 Committee Strategic Initiatives

1. **Expand Education & Training in Outstate Regions** (*APWA Strategic Goal: Education & Credentialing*)
 - Develop additional virtual and hybrid training options.
 - Continue collaboration with the Education and Training Committee to finalize their 5-Year Plan, including venue selection and local champion recruitment.
 - Leverage outstate networks to promote events and training opportunities.

2. **Enhance APWA Awareness in Outstate Areas** (*APWA Strategic Goal: Value & Voice*)
 - Focus outreach efforts on under-represented regions by:
 - Updating the membership map.
 - Establishing subcommittees to concentrate on specific geographic areas.
 - Analyze how specific agencies approach staff membership (who, management levels, overall number, etc.).
 - Initiating targeted outreach campaigns.
 - Strengthen relationships with MRWA and MWOA to:
 - Identify mutually beneficial training opportunities.
 - Highlight APWA-MN's value to public works professionals in these organizations.
 - Establish participation in MRWA and MWOA annual conferences to increase visibility.
 - Maintain booth representation at the Fall Maintenance Expo while updating informational materials and improving relative website links/content.
 - Host one in-person meeting annually to bring the Outstate Committee together to collaborate and encourage fellowship.

Committee Membership

Co-Chairs: Jake Busho & Kent Exner

Members: Paul Sandy, Troy Nemmers, Brad DeWolf, Jeremy Mathiasen, Scott Jensen, Joe Jurewicz, Katherine Stanley, Kevin Kruger, Justin Black, Lauren Pierce, Matt York

EC Liaison: Kent Exner

Mission

The Outstate Development Committee creates educational opportunities and professional relationships for existing members and promotes membership benefits to prospective members in the non-metro (outstate) area of the state.



Executive Committee Update

Lauren Letsche, Chair
Jen Selchow, Vice Chair
Luke Lortie, Executive Committee Liaison

Public Awareness Committee

Date: 2/11/2025

Executive Committee Action Items

1. **Discussion Items**
 - a. NA
2. **Recommendations for Action/Vote**
 - a. NA

Committee Discussion Items and Updates

● **Update 1: Past Events**

- **Event:** Tech Fest at the The Works Museum (Bloomington, MN)
 - **Date and Time:** Saturday February 8th, 2025, 10:00 AM – 4:00 PM
 - **Review of the Event:** 4 volunteers supported the APWA Tabel – PAC members Lauren Letsche and Mackenze Grunig attended the entire event, and two YP members split a shift, Laura Wehr worked a morning shift, and Annika Bergstrom worked an afternoon shift.

The Envirosapes activity was used for this event. Students can set up a model city/town and use water bottles “rainclouds” to see how pollutants wash into lakes and rivers causing pollution. Students can then implement erosion control measures to see how those measures reduce pollution.

The snowstorm kept people away in the morning but there was a good turn out in the afternoon. It was a successful event!

● **Update 2: Upcoming Events**

- **Event:** Introduce a Girl to Engineering
 - **Date and Time:** Saturday February 22nd, 2025
 - Grades 4-5
 - Arrival and Check-in: 9:30AM
 - Program Time: 10:00AM – 1:00PM
 - Grades: 6-12
 - Arrival and Check-in: 12:45PM
 - Program Time: 1:30PM – 4:30PM
 - **Location:** Brookdale Library, ABC room 6125 Shingle Creek Pkwy, Brooklyn Center, MN 55430
 - **APWA Contact for Questions:** Russ Matthys russ.matthys@eaganmn.gov
- **Event:** Future Forward Career Fair 2025 FutureForward™ Career, College, and Job Fair - FutureForward™
 - **Date and Time:** March 4, 2025 9:00 am – 12:00 pm
 - **Location:** Cannon Falls Field House
 - **APWA Contact for Questions:** Russ Matthys russ.matthys@eaganmn.gov

- **Event:** Science and Engineering Fair
 - **Date and Time:** Friday March 28 10:00 am – 4:00 pm
 - **Location:** St. Paul River Centre
 - **Volunteer Commitment Needed:** There is a rubric for to fill out. Judges must have an interest and experience in social science or a science, technology, engineering or math (STEM) field. We welcome judges from most levels of education and experience.
 - High school project judges must:
 - have at least a Bachelor's degree OR
 - have at least four years of experience in a social science or STEM field
 - Middle school project judges must:
 - have either of the qualifications listed above OR
 - have at least two years of experience in a social science or STEM field OR
 - be a current student in a social science or STEM field as an undergraduate, in a trade or in a two-year college
 - **Logistics:** You can be a general volunteer or a judge. Judges can choose categories for projects that they want to evaluate, typically based on preferences/professional field
 - **Deadline to Volunteer:** mid-late February, unlimited amount of judging positions available
 - **Registration:** <https://www.mnmas.org/ssef-judges-volunteers> please inform Alex of your attendance. APWA will be hosting a booth.
 - **APWA Contact for Questions:** Alex Jordan AJordan@ShakopeeMN.Gov
- **Update 3: Next Committee Meeting**
 - **Date and Time:** March 7th, 2025, 11:00 AM – 12:30 PM

2025 Committee Strategic Initiatives

- Initiative 1: Continue our active participation in STEM Events
 - Expand our collaboration with other professional organizations including:
 - MnDOT, YP Committee, DEI Committee, Outstate Committee, Met Council, NSBE and other professional organizations that are active in STEM
- Initiative 2: Advocate for public safety and public works
- Initiative 3: Enable a viable work force

Committee Membership

Chair: Lauren Letsche

Vice Chair: Jen Selchow

Members: Alex Jordan, Chuck Schwartz, Russ Matthys, Allan Offerman, Helena Beikircher, Bob Moberg, Tim Johnson, Connor Deur, Mackenzie Grunig

EC Liaison: Luke Lortie

Mission

Provide education to others so that they are equipped to advocate for public works at all ages and in all places (schools, policy makers, etc.) We accomplish this by leveraging existing resources (such as STEMLink, etc.) promoting the value of public works.



Executive Committee Update
Lydia Ener, Chair
Colleen West, Executive Committee Liaison

Communications Committee

Date: February 12, 2025

Executive Committee Action Items

1. **Discussion Items**
 - a. Committee update sheets
 - b. Executive Committee questions
2. **Recommendations for Action/Vote**
 - a. None currently

Committee Discussion Items and Updates

- Content Calendar set within Committee assignments
- Awards article completed by Brandon Movall

Committee Initiatives for 2025

- Committee update articles throughout the year to create quick-read articles that will help raise awareness within the Chapter of the different initiatives from Committees, especially those less visible to the general membership.
- Focus on improving content creation from our Chapter Sponsors through assisting in the writing of articles, rather than just the solicitation of articles. This will improve the benefits seen by our Sponsors and improve communication of industry news and information.
- Continue to provide support for other Committees through assistance with content creation, pushing through articles on initiatives, and raising awareness for opportunities within the Chapter. This will help to raise awareness through consistent means of messaging and outreach.

Committee Membership

Chair: Lydia Ener (City of Brooklyn Center)

Members: Alex Miller (City of Chaska), Brandon Movall (WSB), Charles Howley (City of Chanhassen), Riley Dvorak (Forterra)

EC Liaison: Colleen West

Mission

The Communications Committee strives to maintain an effective chapter website, and to provide and distribute professional communications resources that support and promote the mission and goals of the APWA-MN Chapter to our members, committees, and interested parties.



Executive Committee Update

Cody Mathisen, Chair
Ben Perkey, Vice Chair
Sarah Schweiger, Executive Committee Liaison

Young Professional Committee

Date: February 2025

Executive Committee Action Items

1. Discussion Items
 - a. NA
2. Recommendations for Action/Vote
 - a. NA

Committee Discussion Items and Updates

- **General Updates**
 - Q1 planning meeting held last week, subcommittee roles assigned with new members
- **Past Events**
 - No events held in January
- **Upcoming Events**
 - February 12th Mentorship Program Kickoff Event – 5 PM, Park Tavern, St. Louis Park
 - Engineering Week Mixer February 18th
 - 6-9 PM at Pryes Brewing
 - Coordination with DEI Committee – Confirming APWA Speaker?
 - Whirlyball planning underway for March
- **Student Chapters**
 - UMN
 - Planning a spring networking event at Stub and Herbs
 - Also planning a technical tour of Metro Transit Heywood Garage
 - St. Thomas
 - Weekly speakers have started with joint APWA/ASCE group – currently assembling a list of interests/needs
 - Tabling opportunity in engineering department – 11:30 AM to 1:30 PM on Tuesdays and Thursdays in common space. Gauge greater chapter interest.
- **Communications**
 - Q1 YP Spotlight Posted – Charlie Fredericks APWA YP Summit
 - Q2 Spotlight will highlight current committee members
 - Worked with public awareness committee to share upcoming STEM volunteering events with YP mailing list.
- **Professional Development and Mentorship**
 - Mentorship Program Updates
 - 15 Pairings will be meeting at February Kickoff Event

- **National YP Committee Update** (*Charlie Fredericks*)

2025 Committee Strategic Initiatives

- **Create engaging professional development opportunities for YP members and students**
 - Piloting of new mentorship program will headline these efforts
 - Identify areas of interest from current members and provide opportunities accordingly
 - Partner with Executive Committee to increase interest in Chapter scholarships for PWX attendance by building greater awareness of opportunities through strategic promotion
 - **Strategic Priorities:** STEM/Student outreach, promote careers in public works, networking opportunities
- **Expand YP recognition and exposure**
 - Continue partnering with MN chapter initiatives and communications to ensure YP events/opportunities are being seen
 - Establish a YP Award as part of annual conferences or similar platform
 - Continue publishing a quarterly YP spotlight on the chapter website and newsletter
 - **Strategic Priorities:** Promote careers in public works, networking opportunities
- **Expand membership and increase chapter involvement through YP's**
 - Generating recruitment materials and clear instructions for how to become a member (YP or student)
 - Continue refining process for new additions and successions from the YP Committee
 - Aid in connecting YP members with opportunities on APWA-MN Committees
 - **Strategic Priorities:** Promote careers in public works, networking opportunities

Committee Membership

- **Committee Leadership Positions**
 - **Director:** Sarah Schweiger
 - **Chair:** Cody Mathisen
 - **Vice Chair:** Ben Perkey
 - **Secretary:** Laura Wehr

Events Subcommittee (6)		
Position	Name	Additional Role(s)
Subcommittee Leader	Ben Perkey	YP Vice-Chair
Member #1	Jason Malecha	
Member #2	Katie Becker	
Member #3	Olivia Wycklendt	
Member #4	Logan Vlasaty	
Member #5	Claire Connelly	

Professional Development & Mentorship Subcommittee (5)		
Position	Name	Additional Role(s)
Subcommittee Leader	Sarah Schweiger	YP Exec. Committee Director
Member #1	Rachel Scheu	
Member #2	Rena Weis	E&T Committee Liason
Member #3	Sam Larson	Assists Stu. Chapter & Coms
Member #4	Charlie Fredericks	APWA YP National Liason

Communications Subcommittee (2)		
Position	Name	Additional Role(s)
Subcommittee Leader	Laura Weir	YP Secretary
Member #1	Kate Achenbach	

Student Chapters Subcommittee (3)		
Position	Name	Additional Role(s)
Subcommittee Leader	Cody Mathisen	YP Chair
UMN Chapter Rep	Justin Babcock	
UST Chapter Rep	Chloe Weber	

Mission

To engage young professionals within the Minnesota Public Works industry, expose them to the benefits of APWA-MN, and to provide them with an opportunity to become active in the chapter at both the Young Professional level as well as at the Chapter level.

www.sparkpath.org

@SparkPathMN



Spark
↑
Path

THANK YOU

In May, hundreds of 6th graders will participate in STEMLink at Hennepin Technical College.

APWA's donation helps make all of this programming possible.

Thank you again.

Sincerely,
Colleen Feller +
the SparkPath team

Dear Mary,

2/4/25

Please extend our thank you to the APWA-MN executive committee for the \$1,000 donation to SparkPath in honor of the fall conference. We are so grateful for your support. In early January, 827 3rd - 5th graders attend the Creativity Festival at the U of MN. Terrific APWA volunteers led an "Asphalt Cookies" session. At the Future City Competition on Jan. 18th, 30 teams of middle school students shared their creative visions of futuristic cities.