

**Minutes**  
**APA-IA Chapter Board Meeting**  
**Friday, January 18, 2019**

**1.0 Call to Order**

1.1 President Dylan Mullenix called the meeting of the American Planning Association Iowa Chapter to order at 10:00 am at the Des Moines Area Metropolitan Planning Organization, 420 Watson Powell Jr. Parkway, Des Moines, IA.

**2.0 Roll Call**

Executive Board

*Officers*

|   |                 |                |
|---|-----------------|----------------|
| + | Dylan Mullenix  | President      |
| + | Madeline Sturms | Vice President |
| + | Ben Champ       | Past President |
| + | Tony Filippini  | Secretary      |
| + | Zach Young      | Treasurer      |

*Professional Development Officer*

|   |                  |  |
|---|------------------|--|
| + | David Wilwerding |  |
|---|------------------|--|

*Planning Board Member*

|    |              |  |
|----|--------------|--|
| NP | Dave Tallman |  |
|----|--------------|--|

*University Representatives*

|    |                  |                       |
|----|------------------|-----------------------|
| +  | Charles Connerly | University of Iowa    |
| NP | Francis Owusu    | Iowa State University |

*Program Area Chairs*

|    |                       |                                   |
|----|-----------------------|-----------------------------------|
| NP | Chris Janson          | Chapter Development               |
| NP | Anne Russett          | Chapter Development               |
| +  | Chris Shires          | Professional Development          |
| NP | Melissa Tiedemann     | Outreach / Advocacy               |
| +  | Rose Brown            | Outreach / Advocacy               |
| +  | Steven Van Steenhuyse | Legislative & Policy              |
| NP | Charlie Cowell        | Recognition / Awards              |
| +  | Emily Bothell         | Recognition / Awards              |
| +  | Seana Perkins         | Public Relations / Communications |
| +  | Liesl Voges           | Public Relations / Communications |

*At-Large Members*

|   |                 |  |
|---|-----------------|--|
| + | Charlie Nichols |  |
| + | Amber Lynch     |  |
| + | Jim Holz        |  |

*Liaisons (non-voting)*

|    |                  |                                     |
|----|------------------|-------------------------------------|
| NP | Chanel Jelovchan | University of Iowa Graduate         |
| NP | Bridget Williams | Iowa State University Undergraduate |
| NP | Sarah Runkel     | Iowa State University Graduate      |
| +  | Bret VandeLune   | County Planning / Flood Officials   |
| NP | Mark Land        | Floodplain / Stormwater Management  |

16 (of 22) - Voting Members Present (notated "+") (12 required to achieve quorum)

**3.0 Introduction and Welcoming of Any Guests/Others**

Guests in attendance: Elliott Kimowski, Kent Ralston, and Clint Sloss

**4.0 Approval of Agenda and Minutes**

4.1 Approval of Agenda for Friday, January 18, 2019.

*Motion by Champ, seconded by VandeLune. Unanimous Approval.*

4.2 Approval of the Minutes, as read, from Friday, November 16, 2018.

*Motion by Champ, seconded by Wilwerding. Unanimous Approval.*

**5.0 APA Iowa Membership Forum/Input**

Mullenix opened the floor for membership input. No input was presented and forum was closed.

**6.0 Business Items**

**6.1 Approve the 2019 Legislative Agenda**

Van Steenhuyse presented the APA-IA legislative agenda from 2018, stating that many areas of focus continue into 2019. He recommended the housing policy to be updated to use the language of “Housing Affordability” as well as include “workforce housing” into the narrative.

*Motion to adopt the 2018 Legislative agenda as the 2019 Legislative agenda with updates to the Housing priority, made by Young, seconded by Brown. Unanimous Approval.*

**6.2 Approve the 2019-2024 Strategic Plan**

Mullenix presented the 2019-2024 Strategic Plan.

*Motion to approve the 2019-2024 Strategic Plan made by Nichols, seconded by Wilwerding. Unanimous Approval.*

**6.3 Approve the 2019 Work Plan**

Mullenix presented the 2019 Work Plan.

*Motion to approve the 2019 Work Plan made by Champ, seconded by Lynch. Unanimous Approval.*

**6.4 Approve the 2018 Annual Report**

Mullenix presented the 2018 Annual Report.

*Motion to approve the 2018 Annual Report made by Wilwerding, seconded by Young. Unanimous Approval.*

**6.5 Approve the APA-IA Chapter Strategic Communications Plan**

Sturms presented the communications plan. She noted that the document has been reviewed by the board over several month and the final draft incorporates received comments.

*Motion to approve the APA-IA Chapter Strategic Communications Plan made by Perkins, seconded by Lynch. Unanimous Approval.*

## **7.0 Discussion Items**

### **7.1 2018 Post-Conference Survey (Council Bluffs)**

Mullenix presented the results of the post-conference survey. Brown pointed out that many of the comments were similar to past years and that there were not any surprising feedback received. The survey results will be passed along to the next conference planning committee to aid in future conference preparations.

### **7.2 2019 National Planning Conference All-Iowa Reception (San Francisco)**

Sturms presented that a location for the reception has been secured. The reception will be hosted on Monday April 15, 2019, from 4-7p at the Tabletop Tap House (175 4<sup>th</sup> St., San Francisco, CA.) The event will be posted on Facebook and placed into the chapter newsletter.

### **7.3 2019 Iowa-APA Conference (Iowa City)**

Bothell and Ralston presented that they will be organizing a local committee to be a part of the planning committee. Ralston will send the roster of the local committee to Mullenix over the next few weeks and set up a schedule for call planning committee conference calls.

### **7.4 Design Professional's Day at the Iowa State Capitol on February 26, 2019**

Mullenix presented to the board that the Design Professional's Day at the Iowa State Capitol, an event we've participated in the past, will be held on February 26, 2019. Van Steenhuyse reviewed their experience in the event last year. Holz said he would be interested in participating with the event. Wilwerding suggested highlighting rural projects which have recently won APA-IA Chapter awards to help catch legislators' attention and promote engagement.

### **7.5 UI Urban and Regional Planning Mission Statement/Goals and Objectives**

Connerly presented that the UI Urban and Regional Planning program is currently conducting a self-study in anticipation for the upcoming accreditation review. The accreditation review is scheduled for September 23-25, 2019. Connerly would like APA members to review and provide comments on the presented mission statement, goals and objectives. The document will be shared with the full APA-IA membership and they are encouraged to send comments to Connerly by February 15, 2019.

## **8.0 Officers Reports**

### **8.1 President (Mullenix)**

Mullenix reported that he has been working to complete the strategic plan and required reports. He also stated that he and Brown had began looking into the 2020 conference facility options. The Hilton in Des Moines has been returning very high preliminary costs and may not be a viable option. Other targets include the Iowa Events Center. They will continue working with the CVB to find a facility. Mullenix also discussed his upcoming CPC meeting at the National Planning Conference and possible topics. Finally, Mullenix discussed working with allied organizations on including CM credits for events.

### **8.2 Vice President (Sturms)**

Sturms reported that she has continued investigating the possibility of using the ISU conference planning program for future Chapter conference planning business. Sturms also reported that APA-IA will have a booth at the Iowa State University

College of Design Career Fair on February 21, noon to 5, at the Memorial Union. Sturms, Mullenix plan to attend, Brown is interested. Sturms asked for others interested to also attend and to contact her if you're interested. Discussion around when the University of Iowa holds their career fair and will be looked into.

8.3 Immediate Past-President (Champ)

Champ is joining the advisory board for the U of I program accreditation.

8.4 Secretary (Filippini)

8.4.1 Filippini provided a membership update through December 2018.

8.5 Treasurer (Young)

8.5.1 Young presented the Treasure's Report.

*Chapter Treasurer's Report was accepted - motion by Wilwerding, seconded by Lynch. Unanimous approval.*

**9.0 Executive Board Reports**

9.1 Professional Development Officer (Wilwerding)

Wilwerding reported that he will be attending the PDO Exchange meeting at the National Planning Conference. In Iowa, 1 new AICP Candidate passed in the second testing window. From the November testing period, Iowa had 5 members pass the exam resulting in a 100% pass rate.

9.2 Planning Board Member (Tallman)

No report.

9.3 University of Iowa (Connerly)

Connerly reported that spring classes began this week. They are preparing an application to the regents for the new Master of Public Affairs program, which would see students in the Fall 2020. The department would also move more classes to online delivery. Connerly mentioned that the University of Iowa has a career fair that is in the fall and will send details to Mullenix.

9.4 Iowa State University (Owusu)

No report.

9.5 At-Large Representative (Lynch/Holz/Nichols)

No reports from Lynch, Holz, or Nichols.

9.6 Chapter Development Program (Janson/Russett)

No report from Janson or Russett.

9.7 Professional Development (Shires)

Shires reported that he is looking for potential presentations for future board meeting lunch and learns.

9.8 Outreach / Advocacy Program (Brown/Tiedemann)

Brown reported that she has been in contact with Iowa Chapter of the Green Building Council and is interested in topics from the board they would like to discuss with the Council.

- 9.9 Legislative and Policy Program (Van Steenhuyse)  
 Van Steenhuyse reported that he is monitoring legislative activity. One bill in particular is SSB 1024, which is exploring regulations on “electric standup scooters”. The first legislative funnel is February 15. Van Steenhuyse also noted that APA National is pushing for members to sign up for the APA Advocacy network, which provides a number of tools for members to engage with planning related policy making.
- 9.10 Recognition / Awards Program (Cowell/Bothell)  
 Bothell had no report.
- 9.11 Public Relations / Communication Program (Perkins/Voges)  
 Perkins presented website statistics.  
 Voges reported that the newsletter had been distributed and is looking for people to include in the planner spotlight.
- 9.12 University of Iowa Graduate Program (Jelovchan)  
 No report.
- 9.13 Iowa State University Undergraduate Program (Williams)  
 No report.
- 9.14 Iowa State University Graduate Program (Runkel)  
 No report.
- 9.15 County Planning and Zoning Officials of Iowa (VandeLune)  
 VandeLune reported that the County PZ Officials has a lobbyist for the legislator. COZO is planning their conference on May 22-24 in the Metro.
- 9.16 Iowa Floodplain and Stormwater Management Association (Land)  
 No report.

**10.0 Other Items Not on the Agenda**

**11.0 Upcoming Board Meetings**

The January meeting is scheduled at Iowa State University on Friday the 15<sup>th</sup> of March at 10 a.m. The meeting will be held at the College of Design.

**12.0 Adjournment of the Board Meeting**

*Motion by Brown, seconded by Wilwerding to adjourn.* Meeting adjourned at 11:13 a.m.

  
 \_\_\_\_\_  
 Dylan Mullenix, AICP  
 President

Date: 3/15/19

*Madeline Sturms*

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Madeline Sturms, AICP  
Vice President

Date: *3.15.19*

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