President Manning called the meeting to order at 9:40 a.m. on September 25, 2002 in Kansas City, Missouri, just following the APWA Business Meeting. In attendance were President Marty Manning, President-Elect Dwayne Kalynchuk, Past-President Richard Ridings, and Directors Thomas DeMaio, Howard LaFever, Bob Freudenthal, Ben Wolfe, Jr., Thomas Trice, Dale Houdeshell, William Verkest, Leon Lancaster, Jack Pittis, Marshall Elizer, John German, Larry Frevert, and Lawrence Lux. Christine Andersen was absent. Peter King, executive director, and Kaye Sullivan, deputy executive director, staffed the meeting. Chairs of committees present to present reports included Paul Hindman, Congress Site Selection Committee; Ron Norris, Government Affairs Committee; Michael Salmon, Public Works Historical Society; and Don LaBelle, TEA-21 Task Force. Various APWA staff and members attended all or a portion of the meeting.

Consent Calendar
A Board member requested that the Bylaws Committee Report be pulled off the Consent Calendar for discussion; it was subsequently placed under Other Business. It was moved, seconded and carried that the Consent Calendar be approved as follows:

- That the APWA Board of Directors approve the June 1, 2002 Board of Directors Minutes, as written.

- That the APWA Board of Directors approve the July 10, 2002 Board of Directors Conference Call Minutes, as written.

- That the APWA Board of Directors ratify the July 31, 2002 fax ballots on:
  - Approval of the 2002 APWA Special Award of Merit to be presented to Mr. Peter Montalbano, First Deputy Commissioner of the New York City Department of Sanitation; and
  - Approval of the appointment of Jack Pittis to fulfill the remaining one-year term of Dwayne Kalynchuk as Region IX Director, contingent upon the election of Dwayne Kalynchuk to the APWA President-elect position for 2002-2003.

- That the APWA Board of Directors ratify the Presidential Appointments as of September 2002.

Report of Executive Director
The executive director reviewed various activities of the association including progress on the APWA strategic goals through the various programs of the association.
Report of Congress Site Selection Committee
The Congress Site Selection Committee presented a report and recommendation on the site of the 2009 Congress. Paul Hindman reviewed the site selection process, noting that competition in a given year is based upon the cities that submit proposals during that year. Responding to questions, he noted the committee carefully reviews the Chapter commitment and the method of how members move up through the officer positions in order to assess the commitment of the chapter seven years from the time the decision is made on the site. It was suggested that regional distribution of sites should be considered in the criteria for site selection. It was agreed that if that portion of the criteria is changed in the future, the policy needs to be established prior to the solicitation for submittals. **A motion was presented, seconded and carried to confirm Columbus, Ohio as the site of the 2009 APWA International Public Works Congress and Exposition.**

Report on Site for 2005 North American Snow Conference
**A motion was presented, seconded and carried to confirm Kansas City, Missouri as the site of the 2005 North American Snow Conference.** Director Larry Frevert abstained from the vote and discussion on this motion as his Chapter submitted the proposal.

Report on APWA/CPWA Letter of Understanding
The CPWA Board will take the draft APWA/CPWA Letter of Understanding to their chapters for review. **A motion was presented, seconded and carried to defer action on the letter of understanding until the January 2003 Board meeting.**

Report of Membership Committee
The Board received the report and recommendations of the Membership Committee. The Heritage Group Membership needs to come into equity with the other corporate membership groups in relation to cost benefits. Currently the One Call Companies Membership Group is not being utilized; the committee suggested that the three types of corporate group membership be listed in the OCSI literature. **A motion was presented, seconded and carried to change the Corporate Heritage Group Membership to include two rostered members, as opposed to the one rostered member that is currently in effect; and to remove the One Call Companies Group from the APWA membership categories.**

Update on APWA/OCSI Task Force Discussions
The APWA/OCSI Task Force is working on a Memorandum of Understanding with OCSI in order to document an agreement regarding OCSI’s affiliation with APWA and Common Ground Alliance (CGA). In the event OCSI determines a move to CGA is in their best interests, a timeline for the transition and an understanding of OCSI’s relationship with APWA will be reached in February 2003. The Board will receive an update on this matter at the January 2003 Board meeting.

Recess and Call to Order
The president recessed the meeting at 10:45 a.m. for the Closing Session of Congress and called the meeting to order at 1:50 p.m.

Report of Finance Committee
The Board received the 4th Quarter FY2002 report of the Finance Committee.

Report of July-June 2002 Draft Audit
The final audit will be discussed by the Finance Committee on October 23, 2002 and will go to the Board for acceptance in January 2003. APWA is planning on approximately $100,000 for unrelated business income tax for FY2002. For FY2002, the Board had determined that national would cover the tax expense, but chapters would be advised of their portion of tax, if applicable, for FY2003. It appears that chapters are responsible for approximately one third of the net advertising revenue. Chapters have $4.7 million in net assets. At this time, the audit firm has not advised APWA of any management issues for the report.

Review of August 30, 2002 Financial Statements
The Board reviewed the Statement of Financial Position and the Statement of Activities as of August 30, 2002.

Report of Government Affairs Committee
The Board received the report and recommendations of the Government Affairs Committee. A motion was presented, seconded and carried to approve the following Policy Statements, Position Statements, and Resolutions:

- Quality and Cost Effectiveness of Transportation Investments (Policy Statement)
- Future of the Manual on Uniform Traffic Control Devices (Policy Statement)
- Public Rights of Way Management (Policy Statement)
- Superfund (Policy Statement)
- Public Works Professionals as Emergency Responders (Policy Statement)
- Improving Local Agencies’ Emergency Service Capabilities (Policy Statement)
- Multi-Modalism and Intermodalism (Policy Statement)
- Clean Water Policy (Policy Statement)
- Clean Water Act Reauthorization (Position Statement)
- Total Maximum Daily Loads (TMDLs) (Position Statement)
- National Drought Policy (Policy Statement)
- Municipal Stormwater Program (Policy Statement)
- Recognition of the Water Infrastructure Network (Resolution)
- Resolution on Rural Consultation and Transportation Planning Regulations (Resolution)

The Water Resources Management Committee will be asked to review the following policy statements and position statements to make sure they are consistent and not redundant:

- Clean Water Policy
- Clean Water Act Reauthorization
- Total Maximum Daily Loads (TMDLs)
- Municipal Stormwater Program

The Engineering and Technology Committee will be asked to make recommendations regarding the pending ADA Regulations. A draft policy on Environmental Streamlining and the Recent Executive Order will be referred to the Transportation Committee.
A motion was presented, seconded and carried to approve the APWA Public Policy Advocacy Priorities for 2002-2003:

APWA’s public policy objectives are guided by these principles:
1) Support for adequate investment in public infrastructure.
2) Respect for local authority.
3) Reasonable regulations and protection from unfunded mandates.

- **Full-Funding for Transportation Programs**
  Objective: Increase federal investment in transportation infrastructure and programs; protect the integrity of transportation trust funds and the framework of TEA-21.

- **Implementation and Reauthorization of TEA-21**
  Objective: Support the full and timely implementation of TEA-21 and its reauthorization.

- **Wastewater and Drinking Water Infrastructure Funding**
  Objective: Increase the federal investment in wastewater and drinking water infrastructure.

- **Comprehensive Stormwater Management and Funding**
  Objectives: Support solutions that promote a comprehensive approach to stormwater management that recognizes the quality of life benefits associated with such actions. Support funding for the research pilot projects that support the development of best management practices.

- **Federal Emergency Relief Funding**
  Objective: Achieve increased funding for local agencies, more rapid disbursement of funding and quicker response in pre- and post disaster events.

- **Air Quality Standards**
  Objective: Support solutions that protect air quality and promote the efficient and cost-effective delivery of public works services.

- **Local Control of Public Rights-of-Way**
  Objective: Protect local control over public rights-of-way.

- **Security of Public Works Facilities and Systems**
  Objective: Support implementation of security measures necessary to protect the public with required funding.

APWA has been invited by U.S. DOT Secretary Mineta to participate with other stakeholders in developing criteria for selecting transportation projects under President Bush’s executive order to enhance environmental stewardship and to streamline the environmental review process. The APWA Honorary Award will be presented to Secretary Mineta on October 1, 2002 in Washington D.C.

The Government Affairs Committee will form a sub-committee to address process issues related to the consistency of format and submission documentation of draft policy and position statements and resolutions; editorial consistency and grammatical style; timeliness and flow of issues from initiation to Board action; clarity of purpose and designation of the audience; clear statement of actions expected as a result of the statement and a method to measure those actions; and a better means of identifying and addressing emerging public works issues. The committee also recommended that the Board give consideration to designating additional resources to public
relations and a greater public visibility of APWA and the public works profession. A staff position within APWA has already been designated for that purpose.

**Report of APWA Awards Review Task Force**
A task force of three APWA Board members and the chair of the Awards Review Committee was appointed by the president to conduct a review of pertinent issues impacting the national awards process. *A motion was presented, seconded and carried to eliminate the two technical issue awards (i.e., Professional Manager of the Year Award – Public Fleet Category and Professional Manager of the Year Award – Public Right of Way Category) from the national slate of APWA awards and to officially notify chapters that technical issue awards such as the Professional Manager of the Year Awards should be strongly considered for presentation at the chapter level.*

*An motion was presented, seconded and carried to direct staff to officially notify Chapters of award submittals in their jurisdictional area(s) for the Top Ten Award at the same time submittals are sent to the Top Ten Committee for review; and to reaffirm the previous decision of the Board of Directors to consolidate the Swearingen Award with the Private Sector Award for Outstanding Chapter Achievement and be named the Harry S. Swearingen Award for Outstanding Achievement and Excellence in Chapter Service.* It was clarified that public sector employees are also eligible for the Swearingen Award.

*An motion was presented, seconded and failed to carry to add a membership caveat for the Top Ten Public Works Leaders of the Year Award with recommended verbiage to read as follows: “Any non-member receiving the award would have a one year complimentary membership.” *A motion was presented, second and failed to carry to add a membership caveat for the Top Ten Public Works Leaders of the Year Award with recommended verbiage to read as follows: “That the Top Ten Leaders of the Year Award require APWA membership.” *A motion was presented and failed to carry to add a membership caveat for the Top Ten Public Works Leaders of the Year Award with recommended verbiage to read as follows: “Any non-member applying for this award must submit an application for APWA membership as a part of the award submittal process.” As a result of the votes, there is no change to the current Top Ten Public Works Leaders of the Year Award regarding a membership caveat – the requirements remain unchanged.

**Proposal on Reduced Congress Registration Rate for Historians**
The Public Works Historical Society proposed a special Congress registration fee of $50 for professional historians and other members of the academic community to attend one PWHS educational session, a meeting of Chapter Historians, the PWHS Board of Trustees meeting and the PWHS Luncheon at the APWA Congress. *A motion was presented, seconded and carried to refer the PWHS proposal on Congress registration fees for professional historians to the APWA Finance Committee for consideration.* A suggestion was made that if members are coming to Congress only to attend a meeting or to serve on a committee, they should not have to pay a Congress registration fee.

**APWA External Appointments Process**
A motion was presented, seconded and carried to broaden the role of the At-Large Directors and the Technical Committee Chairs to include identifying and recommending qualified members for appointment to certain partnership committees and for APWA representation on external committees and task and working groups sponsored by federal, state and provincial agencies and other associations that are within the area of a Technical Committee’s specific interest.

Report of APWA TEA-21 Task Force
The Board received an informational report from the TEA-21 Task Force.

Report on InfoLink Program Activities
Success for the InfoLink Program will depend upon new products and a revenue stream. The agreement with IZOIC is concluded in April 2003. A critical evaluation of the project status will be completed within the next two weeks.

Future Meeting Dates Affecting the Board of Directors
A motion was presented seconded and carried to approve the following meeting dates:
- **January 23-25, 2003**: Board of Directors Meeting in Las Vegas, NV (with spouses/guests)
- **February 28-March 2, 2003**: Combined Technical Committee Meeting in Kansas City, MO (regional directors optional)
- **February-June, 2003**: Spring Regional House of Delegates Meetings
- **May 30-31, 2003**: Board of Directors Meeting in South Lake Tahoe, NV
- **August 24-27, 2003**: 2003 APWA Congress in San Diego, CA
- **August 22, 2003**: Informal Board of Directors Meeting in San Diego, CA
- **August 27, 2003**: Board of Directors Meeting in San Diego, CA

Other Business
The Board reviewed a recommendation from the International Affairs Committee that was originally presented in the APWA Business Meeting to fund a maximum of $10,000 in the 2003 Congress budget for translation of several educational sessions into Spanish and that simultaneous translation expenses be considered in all future Congress budgets. A motion was presented, seconded and carried to refer to the Finance Committee, with a fax ballot to the Board within 30 days, the IAC recommendation on funding translation of several educational sessions into Spanish for the 2003 Congress. It was suggested that the Finance Committee consider that APWA fund up to a maximum of $10,000, based upon what the local host committee could not fund.

The Board reviewed the report and recommendations of the Bylaws Committee and a motion was presented, seconded and carried 1) to amend the Rocky Mountain Chapter Bylaws, Article I, Section 1 to read: “The name of the organization shall be the Rocky Mountain Chapter of the American Public Works Association. The territory included within the boundaries of this Chapter shall be: The States of Idaho, Wyoming and Montana. However, the Montana Branch shall have jurisdictional responsibility for the State of Montana;” and Article IV, Section 1(e) to read: “The Chair of the Montana Branch will also serve as an ad hoc member on the Chapter’s Board of Directors;” and, further 2) to amend the South Carolina Bylaws, Article II, Section 2, last sentence to read: “Such a program of activities shall be consistent
with the constitutional purposes and adopted goals and objectives of APWA and shall not include items of a partisan or political nature.” The Board was advised by the Region II Director that the Delaware Chapter plans on rewriting their Bylaws, and therefore, took no action on the Delaware Bylaws. *A motion was presented, seconded and carried to approve the revisions as proposed to the Bylaws of the Illinois Chapter and the Montana Branch and to approve the revisions as proposed and as amended by the Board of Directors to the Bylaws of the Rocky Mountain Chapter and the South Carolina Chapter.*

Adjournment
The president adjourned the meeting at 3:55 p.m. on September 25, 2002. The next scheduled meeting of the Board is January 23-24, 2003.

Respectfully Submitted,  
Kaye Sullivan  
Deputy Executive Director/COO

Approved:  
Marty Manning  
APWA President

10/07/02