

American Planning Association Idaho Chapter

Board Meeting

Agenda for March 12th, 2020 @ 12:00 pm MST (11:00 am PT)

Toll-Free Dial-In Number: (866) 499-7054

Conference Code: 8479201604

Leader Pin: 5052

- | | |
|---|---|
| <input checked="" type="checkbox"/> Leon Letson, President | <input checked="" type="checkbox"/> Carl Anderson, Region 5 |
| <input type="checkbox"/> Vacant, Past President | <input type="checkbox"/> Cindy Donovan, Region 6 |
| <input checked="" type="checkbox"/> Aaron Qualls, President Elect | <input checked="" type="checkbox"/> Jason Boal, L&PA |
| <input checked="" type="checkbox"/> Nicolette Womack, Secretary | <input checked="" type="checkbox"/> Kristy Inselman, E&O |
| <input checked="" type="checkbox"/> Jeff Lowe, Treasurer | <input checked="" type="checkbox"/> Diane Kushlan, PDO |
| <input checked="" type="checkbox"/> Hilary Anderson, Region 1 | <input type="checkbox"/> Vacant, Tribal Planning Rep |
| <input checked="" type="checkbox"/> Mauri Knott, Region 2 | <input type="checkbox"/> Elizabeth Allen, Student Rep – U of I |
| <input type="checkbox"/> David Moser, Region 3 | <input checked="" type="checkbox"/> Hana Veal, Student Rep – BSU |
| <input type="checkbox"/> Brock Cherry, Region 4 | <input type="checkbox"/> Jaap Voss, Urban Planning Faculty Rep |
| | <input checked="" type="checkbox"/> Brittany Skelton, Western Planner Rep |

1. Aaron called the meeting to order at 12:03 PM
2. Aaron called roll.

Action Items:

1. Jeff motioned approval of minutes for February 13th, 2020. Hilary seconded.
2. Jeff presented the Treasurer's report for February 2020 / Approval of expenditures which included payment for the PO Box. Jason motioned approval, Diane seconded.

Discussion Items:

1. Everyone introduced themselves and their role as a Board Member.
2. Nicolette provided a 2020 Conference update. Committees are beginning to kick off. Presented the conceptual theme of '*Staying Rooted While Cultivating Change*'. Board provided feedback on jazzing up the title and appreciated it's figurative and literal meanings and representation of state-wide issues.
3. Diane provided concerns with the Region Representative Structure and asked for feedback. Board agreed to explore amending the structure to provide representation to young planners and better serve the 53% of planners in Ada County area who are being represented by one individual. Kristy and Carl volunteered to be part of the effort.
4. Jason provided a L&PA update. The 489 Annexation amendment passed the House and is moving into the Senate. Presented his Outreach Plan to stay involved year-round. Aaron went to the Policy Conference last fall. Board discussed ways to send the Legislative Liaison to future Policy Conferences.

Kristy had no updates for E&O.

Diane provided a PDO updated. Diane is being inducted into the AICP College of Fellows (FAICP). The Boise AICP study group is now down to 3 people, there is another 4 people interested in Eastern ID. Diane is sharing her study resources on the APA ID website. We discussed considering a minimal charge for the group, but decided it is not the right time. Diane will reach out with travel expenses for potential Eastern ID group.

The Tribal Planning position is currently empty, no interested people so far.

Hana provided the Student Representative update for BSU. Working on the Boise State Urban Community Club. Would like to arrange a Meet & Greet with APA ID on Mentorship. The Urban Capstone program is helping Community Engagement at Boise City with a Student Housing Questionnaire. Discussion on placement of more interns either for APA ID or agencies.

Brittany provided a Western Planner update. Participating in their next meeting. Meetings occur on the last Friday of each month.

5. Hilary provided a Region 1 update. Working on Brown Bag lunch in Post Falls which occurs during the Law Training webcast. Priest Lake Conference is January 4th and 5th, theme is 'Growing Pains'. Working on a Planning w/ Pints. Reconsidering focus groups with coronavirus changes.

Mauri provided a Region 2 update. Plan to attend the Brown Bag lunch. Discussing Membership recruitment.

Carl provided a Region 5 updated. Mini-Conference Registration being sent soon.

6. Meeting adjourned at 12:58 pm.

American Planning Association Idaho Chapter

APA Idaho Board Meeting

Agenda for February 13th, 2020 @ 12:00 pm MST (11:00 PT)

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| <input checked="" type="checkbox"/> David Moser, Region 3 | <input type="checkbox"/> Vacant, Student Rep |
| <input checked="" type="checkbox"/> Brock Cherry, Region 4 | <input type="checkbox"/> Jaap Voss, Urban Planning Faculty Rep |

1. Leon called the meeting to order at 12:05 pm.
2. Nicolette called roll.

Action Items:

1. Jason motioned approval of minutes for January 9th. Jeff seconded.
2. Jeff presented the Treasurer's report for January 2020. Included dues from last quarter, CM credits, reimbursement of food for Planners Brown Bag Lunch, and Education expenses, included Planning with Pints and Webcast series. Jeff requested approval of expenditures. Hilary motioned approval, David seconded.
3. Leon presented the appointment of Nicolette Womack to Chair of the APA ID 2020 Conference. Jeff motioned approval, Aaron seconded.
4. Leon presented the appointment of Hanna Veal to APA ID Student Rep. Discussed goals for University representation diversity. Brock motioned approval, Aaron seconded.

Information/Discussion Items:

1. Leon requested review of interest statements for the Idaho Representative on Western Planner Board. Four were submitted. Discussion on a preference for involvement in rural issues. Requested feedback and email vote by Tuesday the 18th.
2. Jeff motioned to amend the agenda and include discussion on the Mini Conference proposal. David seconded. Leon will follow up meeting with sharing the proposal with the entire board via email. Requesting to take a vote via email. The conference will be on April 24th from 9am - 4pm. Will include a social networking opportunity to follow. 30 participants, discussion on ticket prices. Seeking to offer CM credits and will work with Diane to confirm.
3. Jason presented on the L&PA committee work. Currently tracking H0335, H0450, H0451, H0489, S1313 and a potential addition to 67-6511 on requiring additional meeting/time frames for revisions to projects. Stance and issued letters available on APA ID website. Hoping future bills will reach out to us before submitting for review. Goal to work on the offense more vs. the defense. Potential additional preparation required for 2021 Session. Looking into the HOV lane proposals.

Diane presented on the PDO. Looking forward to the Stormwater Forum. 7/8 participants interested in the study group for the May AICP exam.

Leon announced Mary Beth has resigned from the Tribal Planning position. Will recommend a replacement.

Elizabeth presented on the Student Representatives. Had a great Planning with Pints in Sandpoint.

4. Hilary presented a Region 1 update. Working on scheduling a March Planners Brown Bag Lunch and a July Planning with Pints in Ranthum. Coordinating with Eastern WA APA Chapter for the Priest Lake Conference.

Dave presented a Region 3 update. Received some volunteers for the 2020 Annual Conference in Boise. Working on a Planning with Pints on March 11th in Boise.

Brock presented a Region 4 update. Working on the Mini Conference proposal.

Carl presented a Region 5 update. Working on the Mini Conference proposal. Working with Amy Salmar at ISU regarding Campus Planning and involvement in APA ID.

Cindy presented a Region 6 update. Working on Mini Conference proposal. Received 8 or so emails on session ideas and will share with the group.

7. Meeting Adjourn at 12:48 PM.

IDAHO CHAPTER AMERICAN PLANNING ASSOCIATION

FINANCE REPORT

February 1 thru 29, 2020

Cash and Investments

February Beginning Balance Checking (ICCU)	\$27,821.11
February Beginning Balance Savings (ICCU)	\$10,786.90
February Beginning Balance Petty Cash	\$0.00

Total Cash and Investment \$38,608.01

Deposits/Interest - Savings

Deposits/Interest - Checking

Total Checking Deposits \$0.00

Charges /Fees

2/14/2020 USPS Annual PO Box Fee & Stamps	\$117.00
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Total Charges \$117.00

Bills Paid by Check (Other)

Total All Checks \$0.00

February Total Expenditures \$117.00

Petty Cash Spent \$0.00

February Ending Balance Checking (ICCU)	\$27,704.11
February Ending Balance Savings (ICCU)	\$10,786.90
February Ending Balance Petty Cash	\$0.00

Total Cash and Investment \$ 38,491.01



Legislative Outreach Plan

The APA Idaho Legislative Committee is the “eyes and ears” on all planning-related issues that pass through the Idaho Legislature as well as the committee that is working tirelessly to build relationships with Idaho legislators. In order to build these relationships and establish APA Idaho as the resource legislators turn to for guidance, opinions and information, an organization wide plan is needed. The purpose of this document is to provide a guide on how the Legislative Committee, members, and Executive Committee can work in concert to further APA Idaho influence in the state.

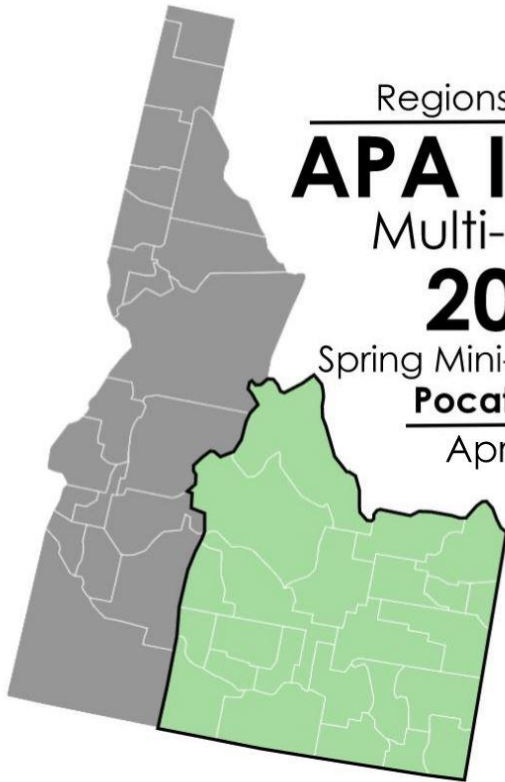
Below is a description of the various roles–

Legislative Committee Responsibilities:

1. During the Legislative Session-
 - a. Track proposed bills that have an impact on LLUPA and planning efforts in Idaho;
 - b. Meet weekly to discuss proposed legislation and other information that may be circulating the state;
 - c. Write position letters on selected bills of interest;
 - d. Meet with legislators to discuss bills or potential bills;
 - e. Build relationships with “other entities” (i.e. AIC, IAC, Farm Bureau, ect.)
 - f. Testify at the capital regarding specific bills;
 - g. Update the Executive Committee;
 - h. Keep webpage that tracks bills updated.
2. Outside of the Legislative Session-
 - a. Create messaging for APA Idaho legislative outreach;
 - i. Fliers
 - ii. Draft Emails
 - b. Meet with legislators to discuss potential bills;
 - c. Offer a Session Summary and/or Session Primer for legislators & APA Idaho Members (possibly at the yearly conference);
 - d. Keep and provide updated legislator mailing/email lists for each region.

Executive Board Responsibilities:

1. During the Legislative Session-
 - a. Keep Legislative Committee informed of any pending/potential legislation;
 - b. Meet with legislators in their region to discuss bills or potential bills (Region Reps);
 - c. Possibly testify at the capital regarding specific bills;
 - d. Assist in keeping webpage that tracks bills updated (Secretary).
2. Outside of the Legislative Session-
 - a. Meet with legislators in the region to build a relationship (Region Reps);
 - b. Assist with a Session Summary and/or Session Primer for legislators & APA Idaho Members (possibly at the yearly conference);



Regions 4, 5, & 6

APA IDAHO

Multi-Region

2020

Spring Mini-Conference
Pocatello, ID
April 24th

Join Regions 4, 5, & 6 in Old Town Pocatello for Southeast Idaho's first APA Idaho Mini-Conference. The conference will be a one-day event held on April 24, 2020, from 9 AM to 4 PM, at the Union Tap Room ([299-201 W Bonneville St, Pocatello, ID 83204](#)).

Along with plenty of time meet other planners working near you, there will be three sessions in total with lunch included. Come learn about signs and writing a code that aligns with current State and Federal Law, post Reed v. Gilbert (**while earning AICP CE credits!**). Our second session is geared to those either new to the profession focused on why we plan, and the do's and don'ts in the day to day operations. Finally, we will spend

the afternoon with Historic Downtown Pocatello (**while also earning CE credits!**) on a guided tour of multiple local businesses and an exploration of current projects taking place. The session will provide an opportunity to learn about the City's preservation of historic buildings within the downtown and staff will be on hand to discuss the updating of the Downtown Development Plan. Space on the tour is limited to 30 individuals, so it is first come first serve. Registration will cover the cost of lunch and all sessions. Don't miss out!

Mini Conference Schedule

9:00 – 9:30AM: Check-in / Registration / Networking

9:30 - 10:30 AM: Creating a Sign Code (That is Constitutional) in 2020

10:45 -11:45 AM: New Planner Training - Round Table Discussion

12:00 - 1:00P PM: LUNCH

1:00 – 4:00 PM: Downtown Trolley Tour of Old Town Pocatello

5:00 – 6:30 PM: Evening Social (Location TBD)



Registration

There are two ways to register:

1. Early Bird / Mail-In: Please send this form and a check payable to APA Idaho. Mail to PO Box 9691, Boise, ID 8370. Mail in registrations must be mailed no later than April 20th.

OR

2. Same Day*: Registration same day will be limited. The conference is only available to 30 attendees due to a limited amount of space for conference activities. Note that registering same day may result in not receiving a complete conference experience.

Step 1: PROVIDE YOUR CONTACT INFORMATION

_____	_____	_____
First Name	Last Name	Address
_____	_____	_____
City	ST	Zip Code
_____	_____	_____
Employer		

E-mail Address (Required)		

Step 2: CHOOSE YOUR REGISTRATION

- | | |
|--|---------|
| <input type="checkbox"/> Early Bird / Mail-In Registration (Must be mailed by 4/20/2020) | \$25.00 |
| <input type="checkbox"/> Same Day Registration* (Limited Registration) | \$30.00 |

Step 3: PROVIDE YOUR PAYMENT INFORMATION

Payment can only be made by cash or check. Checks need to be made payable to APA Idaho

Total Payment \$ _____

Made by

Cash

or

Check # _____ (Please make your check payable to APA Idaho. Mail to PO Box 9691, Boise, ID 83707)

For further questions or information please contact:

Carl Anderson, Region 5 Representative at canderson@pocatello.us

Brock Cherry, Region 4 Representative at bcherry@tfid.org

Cindy Donovan, Region 6 Representative at cdonovan@cityofammon.us