

American Planning Association Idaho Chapter Board Meeting

Agenda for April 14, 2022
12:00 pm MT (11:00 am PT)

Zoom Meeting

<https://us02web.zoom.us/j/88019019361?pwd=a0h1dW53ajRsbTVFcFNWeE9Lcnl6dz09>

Meeting ID: 880 1901 9361

Passcode: 741635

By Phone: (253) 215-8782

- | | |
|---|--|
| <input type="checkbox"/> Hilary Anderson, President | <input type="checkbox"/> Tricia Nilsson, L&PA Co-Chair |
| <input type="checkbox"/> Aaron Qualls, Past President | <input type="checkbox"/> Joel Plaskon, L&PA Co-Chair |
| <input type="checkbox"/> Nicolette Womack, Vice President | <input type="checkbox"/> Morgan Landers, E&O |
| <input type="checkbox"/> Elizabeth Allen, Secretary | <input type="checkbox"/> Diane Kushlan, PDO |
| <input type="checkbox"/> Ethan Mansfield, Treasurer | <input type="checkbox"/> Alonzo Coby, Tribal Planning Rep |
| <input type="checkbox"/> Mike Behary, Region 1 | <input type="checkbox"/> Stephanie Koziol – Student Rep – U of I |
| <input type="checkbox"/> Mauri Knott, Region 2 | <input type="checkbox"/> Nathaniel Campbell - Student Rep – BSU |
| <input type="checkbox"/> Sheri Freemuth, Region 3 | <input type="checkbox"/> <i>Vacant, Urban Planning Faculty Rep - BSU</i> |
| <input type="checkbox"/> Ian Zollinger, Region 4 | <input type="checkbox"/> Jaap Vos, Urban Planning Faculty Rep – U of I |
| <input type="checkbox"/> <i>Vacant, Region 5</i> | <input type="checkbox"/> Alison Tompkins, Western Planner Rep |
| <input type="checkbox"/> Cindy Donovan, Region 6 | |

1. Call to Order (*Hilary*)
2. Roll Call (*Elizabeth*)
3. Announcements (*Hilary*)

Action Items:

1. Approval of Minutes Board Meeting March 10, 2022 – **attachment** (*Hilary*)
2. Board Appointments – **attachments** (*Hilary*)
 - a. Region 5 – Mori Byington, Bannock Transportation Planning Organization
 - b. Urban Planning Faculty Representative – Boise State University – Jillian Moroney, PhD
3. Legislative Committee Updates (Joel Plaskon & Tricia Nilsson)
 - a. Legislative Session Recap
 - b. HB 819 (proposed legislation regarding landscape removal by sign companies)
 - c. School Impact Fees – **attachment**
4. Fall Conference Updates (*Morgan*)
5. Strategic Plan – 2022 Work Plan Updates/Discussion - **attachment** (*Hilary and Nicolette*)
6. Treasurer’s Report for March 2022 - **attachment** (*Ethan*)
7. Approval of Amended 2022 Budget – **attachment** (*Ethan*)
8. Adjourn

Next Month’s Agenda Items:

Please send to Hilary (handerson@cdaid.org) one week prior to the monthly board meeting.

Next Month’s Newsletter Items:

Due by the end of the month. Contact Elizabeth (elizabethallenplanning@gmail.com) and Erica (ericajpecha@gmail.com).

American Planning Association Idaho Chapter Board Meeting
Agenda for March 10, 2022
12:00 pm MT (11:00 am PT)

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1. Call to Order (*Hilary*) at 11:03 am/12:03 pm
2. Roll Call (*Elizabeth*)
3. Announcements (*Hilary*)
 - Mentioned that the new sponsorship packet is available and to let herself or Nikki know about any leads for sponsors.
 - Discussed the Region 5 vacancy.

Action Items

1. Approval of Minutes – **attachment** (*Hilary*)
 - a. Strategic Planning Workshop – January 19, 2022
Motion by Diane to approve the minutes, second by Cindy. Motion passed.
 - b. Board Meeting – February 10, 2022
Motion by Nicolette to approve the minutes, second by Morgan. Motion passed.
2. Board Appointments – **attachment** (*Hilary*)
 - a. Region 4 – Ian Zollinger, City of Twin Falls
Motion by Tricia, second by Morgan. Motion passed.
 - b. Student Representative – University of Idaho – Stephanie Koziol
Motion by Mauri, second by Allison. Motion passed.

3. Consideration of Faculty Representative from Boise State University on the Board *Ethan discussed Boise State University Faculty interest in serving on the Board. There was discussion that a BSU Faculty position would provide more representation and that our by-laws would not need to be updated to create the position. Mauri mentioned that this would align with our strategic plan. Ethan made the motion to add a BSU Faculty position to the Board, second by Diane. Motion passed.*
4. Election Options – **attachment** (Hilary)
Hilary gave an overview about APA National consolidated election process and how it may be difficult for the chapter. There was discussion that our process works well and the consolidated election process could be reconsidered next year. Morgan and Diane discussed that the consolidated election process seems to work well for larger chapters. Tricia made a motion that APA Idaho administer its own elections this year, second by Joel. Motion passed.
5. Website Colors – **attachment** (Elizabeth)
Elizabeth gave an overview on the need to identify the color of the chapter logo in order to transition to the APA Nation hosted website. She discussed that challenges with the current color with marketing materials. Tricia discussed the original selection of the current color. There was discussion about the best way to vote. Nicolette created a survey a poll for votes before the next meeting.
6. Legislative Committee Report – (Joel & Tricia)
Tricia discussed that House Bill 635 has not been revived and the support of the workforce development fund. She discussed bills that are not land use related. AIC requested our support to oppose House Bill 635. Joel made a motion to support AIC's opposition of House Bill 635, second by Alison. Motion passed. Joel mentioned updates that are needed on the chapter website.
7. AIC Meeting Report (Diane)
Diane gave an overview on the AIC meeting about the chapter resources library. AIC supports the idea and that there may be some grant opportunities. There was discussion about options for the creation of the videos.
8. Fall Conference Updates & Contract Approval (Morgan)
Morgan gave an update about the conference committee and the draft contract from the Riverside Hotel. There was discussion about the 20 rooms requirement and capping in person attendance. Tricia made a motion to enter into contract agreement with the stipulation that we find out who the signatory is, second by Nicolette. Motion passed.
9. Treasurers Report for January 2022 **attachment** (Ethan)
Motion by Nicolette to approve the February Treasurer's Report. Second by Tricia. Motion passed.
10. Review & Discussion of Updated 2022 Budget – **attachment** (Ethan)
Ethan gave an overview of the updated 2022 budget. Some costs were increased to

support the video library and conference. Feedback is needed for approval of the amended budget at the April board meeting.

11. Adjourn

Motion by Morgan, second by Tricia. Motion passed. Meeting adjourned at 12:09pm (PT)/1:09pm (MT)

Next Month's Agenda Items:

Please send to Hilary (handerson@cdaid.org) one week prior to meeting for December.

Next Month's Newsletter Items:

Due by the end of the month. Please send to Elizabeth(elizabethallenplanning@gmail.com) and Erica (ericajpecha@gmail.com)

REGION 5 POSITION STATEMENT – Mori Byington

I would be interested in pursuing the region 5 representative on the Idaho APA Board.

My planning career started as a grant-funded economic planner for the Southeast Idaho Council of Governments. After the grant ended, I moved to the Bannock Transportation Planning Organization as a travel demand modeler. I have been with BTPO since 1993, serving as a modeler, senior transportation planner, and executive director.

I served on the land use commission for the City of Pocatello from 1992 to 1995. That position led to my interest in the planning field. I felt it was important to educate myself in the planning profession with an educational background in economics. The process led to my taking and passing the AICP exam in 1999. I have been a member of APA and AICP ever since.

I have worked on a completed too many planning projects to list. The planning field is broad, but my focus has been transportation and land use planning.

Region 5 has had many great APA board members over the years, including several from BTPO. I usually work hard to convince others to take the position, but it is time to stop passing the buck invest in an organization that helped me grow as a planner.

Thanks for the opportunity.

Mori Byington
Bannock Transportation Planning Organization

URBAN PLANNING FACULTY REPRESENTATIVE – BSU – POSITION STATEMENT – Jillian Moroney, PhD

Dear APA Idaho Board Members,

I would like to express my interest in becoming a Board Member of the Idaho chapter of the APA. By way of brief introduction, I am an assistant clinical professor at Boise State University in the Urban Studies and Community Development Program. I am also the faculty advisor for the urban studies student club, Boise Urban Community Club (BUCC). I believe I can add value to the board by serving as a conduit between BSU students, the Urban Studies Program, and the Idaho planning community. I am eager to listen and learn how BSU can better serve planners and planning related fields in the state, especially as we continue our work on a Planning Certificate. I am also looking forward to contributing my time and service as APA ID plans events and education for the community. This would be the second time I joined this board, as I served as a student representative when I completed my Masters in Bioregional Planning at University of Idaho in 2011-2012.

Thank you for your time and consideration!

Jillian



Jillian Moroney, PhD

Clinical Professor, School of Public Services

Urban Studies and Community Development Program

Boise State University

The Honorable- Senator Rice and Representative Addis, Co-Chairs
Property Taxes and Revenue Expenditures Committee
Idaho State Legislature
P.O. Box 83720
Boise, Idaho 83720

RE: 2021 Legislative Session: Adding Schools to Impact Fee Eligible Public Facilities

Dear Co-Chairs, Addis and Rice,

I am writing to you as a professional and certified planner that has worked throughout the state of Idaho. I have worked for Latah County, Teton County, the City of Victor and now Ada County. I am also the Chair of the Idaho Chapter of the American Planning Association (APA Idaho) Legislative Committee. APA Idaho represents nearly 300 local planning officials, private-sector planners, and planning commission members statewide. I am writing to register my support of legislation that would allow communities to collect development impact fees for the local school districts.

1. Problem

Idaho State Code requires that local governments mitigate impacts on public services caused by new development. The Local Land Use Planning Act (LLUPA) identifies schools specifically as one of the services that can be mitigated for. However, when it comes to those mitigation efforts, such as fees, they must meet Idaho Code 82-67 Development Impact Fees. The issue arises when examining §67-82 and it is noticed that schools are not listed as a “public facility” that is eligible for impact fees.

Specifically –

Section 67-6512(a):

A special use permit may be granted to an applicant if the proposed use is conditionally permitted by the terms of the ordinance, subject to conditions pursuant to specific provisions of the ordinance, subject to the ability of political subdivisions, including school districts, to provide services for the proposed use, and when it is not in conflict with the plan.

Section 67-6512(d.8):

Requiring mitigation of effects of the proposed development upon service delivery by any political subdivision, including school districts, providing services within the planning jurisdiction.

Section 67-6513:

Each such ordinance may provide for mitigation of the effects of subdivision development on the ability of political subdivisions of the state, including school districts, to deliver services without compromising quality of service delivery to current residents or imposing substantial additional costs upon current residents to accommodate the proposed subdivision. Fees established for purposes of mitigating the financial impacts of development must comply with the provisions of [chapter 82, title 67](#), Idaho Code.

Section 67-8203(24):

(24) "Public facilities" means:

- (a) Water supply production, treatment, storage and distribution facilities;
- (b) Wastewater collection, treatment and disposal facilities;
- (c) Roads, streets and bridges, including rights-of-way, traffic signals, landscaping and any local components of state or federal highways;
- (d) Storm water collection, retention, detention, treatment and disposal facilities, flood control facilities, and bank and shore protection and enhancement improvements;
- (e) Parks, open space and recreation areas, and related capital improvements; and
- (f) Public safety facilities, including law enforcement, fire, emergency medical and rescue and street lighting facilities.

2. Solution

The solution to this issue is rather simple. It would require two changes to §67-82. First, "Public School Facilities" would need to be added to the list of eligible "public facilities found in §67-8203(24). Second, "school districts" would need to be added to the list of agencies that can enter into inter-governmental agreements with cities and counties, found in §67-8204A. This approach would allow school districts and communities to work together to mitigate the impacts of growth and aid in the financing of capital for the school districts.

Specifically –

Section 67-8203(24):

(24) "Public facilities" means:

- (a) Water supply production, treatment, storage and distribution facilities;
- (b) Wastewater collection, treatment and disposal facilities;
- (c) Roads, streets and bridges, including rights-of-way, traffic signals, landscaping and any local components of state or federal highways;
- (d) Storm water collection, retention, detention, treatment and disposal facilities, flood control facilities, and bank and shore protection and enhancement improvements;
- (e) Parks, open space and recreation areas, and related capital improvements; ~~and~~
- (f) Public safety facilities, including law enforcement, fire, emergency medical and rescue and street lighting facilities; ~~and~~
- (g) Public school facilities.**

Section 67-8204A:

INTERGOVERNMENTAL AGREEMENTS. Governmental entities as defined in section [67-8203\(14\)](#), Idaho Code, which are jointly affected by development are authorized to enter into intergovernmental agreements with each other or with highway districts, fire districts, water districts, sewer districts, recreational water, **school districts**, and sewer districts or irrigation districts for the purpose of developing joint plans for capital improvements or for the purpose of agreeing to collect and expend development impact fees for system improvements, or both, provided that such agreement complies with any applicable state laws. Governmental entities are also authorized to enter into agreements with the Idaho transportation department for the expenditure of development impact fees pursuant to a developer's agreement under section [67-8214](#), Idaho Code.

3. Justification

Local governments and governmental districts are very limited, through LLUPA, in the tools available for mitigating the impact of new development on existing public services. The main tool available to local governments is "Development Impact Fees". In order to fully consider and mitigate the impacts to local school districts, school facilities need to be added list of public facilities eligible for impact fees.

4. Objectives

The objective of this effort is to provide a mitigation mechanism for the impacts of new development on local school districts.

5. Constraints

This change will not allow school districts to impose impact fees by themselves. They will need to work with local governments (cities and counties) through intergovernmental agreements to develop the necessary capital improvement plan, impact fee study, comprehensive plan additions and ordinance.

These minor changes to the state statutes, would have an enormous positive impact for our communities and schools. The current taxing/development financing framework places the lion's share of funding new school capital, as well as operation costs on existing property owners. As we have seen, this is a large burden to bear. Utilizing development impact fees will help ease that burden on current tax payers and shift, at least a portion, to those "new properties". This approach will help ensure the level of service that is being provided to our children is not compromised, because our community is growing.

I am happy to answer any additional questions or assist in this process any way you see beneficial. Thank you very much for your time and your service to the citizens of this wonderful state of ours.



Jason Boal
Jason Boal – AICP, CFM

CC: The Honorable Senator Guthrie
The Honorable Senator Anthon
The Honorable Senator Grow
The Honorable Senator Burgoyne
The Honorable Senator Woodward
The Honorable Representative Moyle
The Honorable Representative Monks
The Honorable Representative Necochea
The Honorable Representative Vander Woude
The Honorable Representative Gestrin
The Honorable Representative Gannon

2022 WORK PROGRAM

Action Items

Champions

Define Board Member structure and roles through the creation of an organization chart

Executive Board

Transfer files to a shared file system on Google Drive

Executive Board

Identify state-level committees and opportunities for APA ID members to participate

President, Vice President, Legislative Co-Chairs

Survey past Board members

Secretary

Create a Communications Strategic Plan- focused on internal and external communications

President, Vice President, Secretary, Education and Outreach

Creation of a Video Library

Professional Development Officer and Sub Committee

Create legislative position papers on major topics

Legislative Co-Chairs

Continue to support a high-quality Annual Conference

Annual Conference Chair

Create Regional Chats

Education & Outreach Chair, Region Reps, and Rural Planning Leadership

Update Sponsorship Packet- Follow with development of a sponsorship outreach strategy and implementation

Vice President with Board and Secretary Support

Strengthen

Provide

Make Connections

IDAHO CHAPTER AMERICAN PLANNING ASSOCIATION
FINANCE REPORT
 March 1-31, 2022

Cash and Investments

Beginning Balance Checking (ICCU)	\$20,766.05
Beginning Balance Savings (ICCU)	\$43,164.96
Beginning Balance Petty Cash	\$0.00
Beginning Total Cash and Investment	\$63,931.01

Deposits/Interest - Savings

Total Savings Deposits	\$0.00
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Deposits/Interest - Checking

3/7/2022 Annual Sponsorship	Welch Comer & Associates, Inc	\$200.00
3/17/2022 Annual Sponsorship	Clarke Wardle LLP	\$500.00
Total Checking Deposits		\$700.00

Total Revenue	\$700.00
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Charges /Fees

3/17/22 Administrative Support		\$272.50
3/18/22 Software and Website	Zoom subscription	\$29.98
3/23/22 President's Travel	Hilary to NPC	\$981.21
3/28/22 Software and Website	Hostgator	\$11.95
Total Charges/Fees		\$1,295.64

Bills Paid by Check (Other)

Total All Bills

Petty Cash Spent	\$0.00
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Total Expenditures	\$1,295.64
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Ending Balance Checking (ICCU)	\$20,170.41
Ending Balance Savings (ICCU)	\$43,164.96
Ending Balance Petty Cash	\$0.00

Ending Total Cash and Investment	\$ 63,335.37
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