

**American Planning Association Idaho Chapter Board Meeting**  
Meeting Minutes for August 11, 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

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

1. Call to Order (Hilary) at 12:00 pm (MT)

2. Roll Call (Michaela)

- See above.

3. Announcements (Hilary)

- We are doing internship interviews right now. we have at least one more to go, and one down. If we can't find one this round, we will seek additional candidates.
- The Association of Idaho Cities is requesting some presenters to speak on subdivisions and annexations at the upcoming ICCTFOA (Idaho City Clerks, Treasurers and Finance Officers) conference in Coeur d'Alene Sept 21<sup>st</sup>-23<sup>rd</sup>. She has recruited City Attorneys from Post Falls, but is looking for additional assistance from Board members.
- Please register for the conference if you haven't yet and spread the word about it. Regional reps please talk together about doing an event Thursday evening during the conference. You will get an email to vote on awards.

**Action & Discussion Items:**

1. Approval of Minutes Board Meeting July 14, 2022 (Hilary) – attachment

Nicolette moved to approve minutes. Ethan seconded. Unanimous in favor. Motion carried.

2. Treasurer's Report for July 2022 (Ethan) – attachments

- Ethan presented a report, attached. Earned \$5 in interest this quarter. Kimley-Horn sponsored us, Venmo took \$10 in fees. Membership dues were paid. Morgan put conference money into account. We earned \$16,000 this month and spent \$230 on Erica. Zoom and HostGator fees, HostGator increased by \$1/month. We have about \$41,000 in checking, and a similar amount in savings. \$85,000 in total. \$10,000 in annual sponsorships. Please forward all conference expenses to Ethan.
- Alison moved to approve the treasurer's report. Mike seconded. Unanimous in favor. Motion carries.

### 3. Fall Conference Update (Hilary & Diane) – attachment

- Hilary: Morgan sent an update on registration. Looking good as of now, with 86 total registered as of today. We want to increase those numbers.
- Diane: Provided an overview of the conference sessions. They have asked for Part 2 of the applications, which should be done by Monday. Hope to schedule all sessions by the end of month and get that schedule sent out to encourage registrations.
- Hilary: Asked Diane to clarify if there were more rural and small town sessions this year and if we could promote that to rural communities?
- Diane: Yes, we tried to include more this year. We also have several walking tours planned and a bike tour. Collaboration with Garden City to show investments along the greenbelt and partnering effort to make those things happen. We will be limiting the number of people who can attend the tour since they can only accommodate so many bikes and the carpooling to the mobile tours takes time and takes away from other sessions.

### 4. TPD Division Representation from Idaho Chapter (Joel) – attachment

- Joel: TPD- transportation planning division. Happy Kitten Day! He said he is part of the TPD and that he was asked about having a chapter liaison from Idaho to serve in APA's TPD program. Idaho is one of the State's without representation. The TPD liaison would act as points of contact at state and local levels, provide information and create and attend events. Joel not interested in doing it himself but wanted to present it to the Board to see if anyone wants to serve in that position.
- Hilary: Would anyone want to serve in that capacity? Should we create a position to have filled, or would a board member be willing to serve in this capacity?
- Ian would be happy to be involved if it is just attending meetings and sharing information.
- Joel made a motion to have Ian fill that position. Alison seconded.
- Discussion:
  - Joel said he would be happy to have Ian attend meetings to have the chapter gain something out of this position.
  - Tricia- how many planners have transportation certificates?
  - Hilary doesn't know but could ask national.
  - Tricia said we should share info with them.
  - Hilary also reminded the board that we have access to national for help with conferences and sessions.
- Unanimous agreement. Motion carried., Ian is the new TPD liaison for Idaho.
- Hilary: Joel, can you coordinate with Ian to loop him in with your contact?
- Joel: Yes, and will provide him with the initial emails.

5. Idaho Coalition for Local Control (Diane & Tricia) – attachment

- Tricia: Was invited by a local attorney Casey Lynch who is working with Roundhouse, a development company. Formed a working group/focus group to discuss infrastructure and their goal of getting a local option tax authorized for Idaho communities. There is a role for APA in this discussion especially with outreach. Developers are likely not the best messengers for this outreach.
- Diane: The effort is very Treasure Valley-oriented right now. Want some members from elsewhere in the state to participate.
- Ian: talked with Casey Lynch. Twin Falls is unique because the population is half what it is during the day due to commuters. Ian is presenting at the APA conference about this issue. Ian would like to participate on one of the committees, but isn't sure which one yet.
- Tricia volunteered for the policy committee. Most people wanted to be on the policy committee.
- Cindy: looking for a grassroots situation? Some people in her area would be interested in that.
- Diane said yes, forward it to anyone who might be interested.

This discussion will be brought back next month or in two months with updates.

6. Membership Recruitment Efforts Update (Sheri)

- Sheri: There is a Membership folder in the Education and Outreach folder on the Google drive with a [Target Member List](#).
- Mike and Hillary: explained how there is a target page for possible members in each region. Please use this tool so we can continue to reach out to people who should be members.
- Sheri: she and Stephanie came up with a one page member benefits page and sent it to the fellow regional reps. She asked the regional reps to please look at it so she can finalize it to approve it at the next meeting. The goal is to put it on the Join page of the website.

Other announcements

- Tricia: The Farm Bureau is working on a state farmland preservation program. That might be an opportunity for a session on farmland at the conference.
- Diane: David Anderson is providing a session. Maybe they could collaborate.
- Tricia: Second planning and zoning hearing on Canyon County Comprehensive Plan. Classic development vs farm interest for a few hours.
- Joel: RFP for comprehensive plan update for Lewiston is being released soon.

7. Adjourn Joel moved to adjourn Tricia seconded all in favor. Motion carried. Meeting adjourned at 1:04 pm (MT).

<p><b><i>Next Month's Agenda Items:</i></b></p> <p><i>Please send to Hilary (handerson@cdaid.org) one week prior to the monthly board meeting</i></p>	<p><b><i>Next Month's Newsletter Items:</i></b></p> <p><i>Due by the end of the month. Contact Michaella (<a href="mailto:sunflowering@protonmail.com">sunflowering@protonmail.com</a>).</i></p>
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