



APA Colorado Board Meeting

MINUTES

Friday, December 11, 2020

Video Conference

The meeting began at 10:02 a.m.

Roll call:

Present:	Absent:
Michelle Stephens, President	Vacant, Public Official Representative
Joni Marsh, President Elect	Greg Moberg, Northwest Area Representative
Julia Puester, VP External Affairs	Andrew Williams, EPP Representative
Sarah Davis, VP of Communications	Wade Broad, YIP Committee Representative
Josh Olhava, Treasurer	
Mark Truckey, Central Mountain Area Rep	
Summer Frederick, North Central Representative	
Anne Miller, Metro Area Representative	
Hadley Peterson, Metro Representative	
Maureen Paz de Araujo, South Central Representative	
Mark Williams, Southwest Area Representative	
Allison Crump, Professional Development Officer	
Shaida Libhart, Legislative Affairs Representative	
Manish Shirgaokar, Faculty Representative	
Max Morgan, Student Representative	
Susan Wood, APA Region V Director	
Brandon Cammarata, Allied Professional Representative Western Planner	
Ignacio Correa-Ortiz, EDI Committee Representative	
Joan Lyons, EPP Committee Representative	
Jeff Liljegren, Great Places Committee	
Bradyn Nicholson, Healthy Communities Committee Representative	
Scott Bressler, Legislative Committee Representative	
Karl Barton, Sustainability Committee Representative	
Staff:	Guests:

Shelia Booth, Chapter Administrator	Don Elliott, Brian Connolly, Mike Tylka, and Britt Palmberg
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1. Opening Remarks – Michelle Stephens, President

Michelle welcomed everyone to the meeting.

a. State Licensure Update

Michelle recapped the previous week’s meeting about the possibility of moving forward. She said the group agreed that it would be a big project but didn’t think it was where the Chapter should be putting its efforts at this time. They agreed they should continue to focus on elevating planning.

b. Farewell Remarks

Michelle said she would save her farewell remarks for the holiday party. She thanked the board for the going away gift.

2. Consent Agenda:

a. Minutes November 20, 2020 Board – Shelia Booth, Chapter Administrator

b. November Financial Report – Josh Olhava, Treasurer

Michelle introduced the consent agenda items and asked for comments. Hearing none, she asked for a motion.

Motion by Josh to approve the consent agenda

Second by Sarah

Discussion: None

Vote: Unanimous

3. Colorado Housing Affordability Project Presentation - Don Elliott, FAICP Esq. Clarion Associates and Brian Connolly, Otten Johnson Robinson Neff + Ragonetti PC

Michelle introduced Don and Brian. Don said they had been having informal conversations about structural changes needed to the state legislation regarding affordable housing. The group feels a need to address root causes of affordable housing issues in Colorado and started with a small group of six.

Brian shared a presentation that included statistics, consequences of affordable housing and what research tells us and Colorado’s land use regulatory system and its impacts on affordable housing. He noted that many elected officials want to do something but don’t have the necessary tools to follow through because housing is a regional issue requiring regional solutions. Decisions made by one community can negatively or positively impact the entire region. The overall arching need is a state level intervention to deal with this problem. A state level approach for local governments and alleviate unevenness; provide flexibility in planning and regulations; and address shifting political accountability. CHAP wants to remove regulatory barriers to the development of affordable house by making more land available for affordable housing and elevating housing as part of planning. Briand then introduced CHAP’s 8 Proposals that would apply to cities in counties over 50,000 residents (15 counties in Colorado): 1) ADUs by right; 2) TOD by right; 3) Medium Density Housing; 4) No Growth Limitations prohibition; 5) Reduce Required Parking; 6) Require Study Housing Needs; 7) Objective Approval Criteria (limit criteria for approval to consistency with the comprehensive plan); and 8) Inclusionary Zoning

(empower local governments to adopt mandatory inclusionary requirements for rental and ownership units, coupled with incentives and flexibility for developers).

Brian summarized the intended consequences and clarified that CHAP is not looking to address homelessness, tenants' rights, rent controls, housing quality or public funding of low-income housing. They are interested in addressing displacement. He concluded the presentation discussing ways that the Chapter and others can be involved. CHAP is looking to have organizations host informational sessions, sign up as a supporter on their website, identify other partners and supporters, share data and research and advocate for housing affordability measures at the state and local levels.

Don said they have communicated with DRCOG, CML, CCI and others about their intentions. Don said it's hard to get legislation passed in Colorado, but you must take a chance or nothing will change. It's a bold program and they will take on the typical proponents and opponents.

Michelle said she loved the topic, and this is the type of activity planners should be active with. Joni said this is a big issue for her, it was part of her presidential platform, and she's supportive. Anne agreed and talked about work within the state and connections that could be made there. Susan thanked them for coming and presenting, and said that affordable housing has been the number one issue identified by the members the past few years as part of the legislative survey. She agreed it's a bold approach, but if you don't start bold you don't get anywhere. Manish said if they need research assistance, they should reach out to the faculty. Julia said most of the proposals apply to the Front Range and inquired if they had considered smaller counties. Brian said they were trying to avoid opposition from smaller, rural counties and discussed other reasons. CHAP also felt that addressing the problem at the highest level first, it might make it easier for the smaller counties. They are targeting the big housing markets with the big problems. Don said they are looking for advocates throughout the state, in every profession and at the neighborhood/citizen level.

Allison referenced Proposition 19 in CA and if there was some compatibility with their proposal. They said they would look at it, but were trying to avoid too much reference to other states that might turn off legislators. Joan talked about issues with ADUs and water in rural communities. Don brought up the ADU concern in resort communities as well. Sarah said the Healthy Communities Committee has been working on their Health & Housing position statement and once its approved, it will provide it to CHAP. Don said he has reviewed that document and looks forward to seeing the final version. Susan said APA approved the housing guide in 2019 and it might be a good reference and link. Don said they would like to work with the Legislative Committee on advice since they went through the process most recently.

Michelle said this is an action item and asked for a motion.

Motion by Joni to approve Chapter support of CHAP

Second by Sarah

Discussion: Anne said this is important and should be a Legislative Committee priority. Michelle asked if this is a Legislative Committee role or Board role? Susan said Don and Brian reached out to her and she had connected them to Sol who they have spoken to. Michelle said it sounds like the Legislative Committee has already stepped up and Shaida said yes. Shaida said it aligns with what they've been doing. Michelle said the issue should be kept on the agenda for board updates by the Legislative Committee. Anne said she was hearing about it for the first time and it's a small group taking on leadership. Her concern is that they don't leave other groups out who are doing this daily. Michelle told the Board to provide the

name and contact information for any other partners or groups who they feels should be contacted. Shaida discussed legislature and the impacts of COVID-19, noting this is something that could move forward but the Board shouldn't necessarily expect that it will go forward in legislation this year. Vote: Unanimous

4. Chapter Administrator Report – Shelia Booth, Chapter Administrator

a. 2020 Meeting Dates & Agenda Items

Shelia asked the Board to set the January date and asked Joni which time worked better, morning or afternoon. Virtual will be 10-12 and in-person 2-4. Shelia then asked about the Town Hall date and time. The Board discussed the Town Hall, what is presented, who attends, etc. Michelle asked if there should be a Town Hall since 2020 was a bust. Sarah said it would be nice to highlight a few things but really look at what we plan for 2021. Michelle suggested a full fledged committee update with plans for 2021. Joni said specific, shorter sounds ideal and it could encourage committee additions. The Board agreed on Wednesday January 3rd at 3:00. Joni and Shelia will meet to set the agenda and program.

b. New Board Transition

Shelia reminded everyone who was stepping off the Board to complete their handoff in December. She also told everyone to get their Gmail accounts setup as she would only use those starting in January. She then asked all committee chairs and presidential appointments to email if they wish to keep their positions or if they wish to step down. Presidential appointments will be ratified in January.

c. Board Holiday Party

Shelia said there were enough participants for the wine tasting during the holiday party on Thursday December 17 at 3:30

d. Annual Report Update

Shelia reminded everyone to complete the google form, even if you are sharing a position.

5. Old Business

a. Chapter Manual - Michelle Stephens, President

Michelle said she would look over the manual and report back to the Board on things that were still needed.

6. New Business

a. Legislative Liaison Annual Review – Shaida Libhart, Legislative Affairs Representative

Shaida said Sol has done a great job in 2020 with difficulties in the legislature. They were able to support a lot of bills, provide good information to the legislators and get the water bill passed before the shutdown. The Legislative Committee is requesting a 2.5% increase (just over \$700). Furthermore, due to the heavy lift for the water bill, his continued efforts over the summer, and his current work to help prepared resource materials for the website, they are seeking a one-time bonus of \$1500 for those efforts. Michelle asked if the bonus should come out of 2020 or 2021 and Shelia said from 2020 since we have the funds.

Motion by Michelle to approve a 2.5% increase for 2021 and a one time bonus of \$1500 to be paid out of 2020.

Second by Josh

Discussion: None

Vote: Unanimous

b. 2021 Budget – Josh Olhava, Treasurer

Josh said the Budget Committee met and discussed the 2021 budget a week prior. He described the process and how they reviewed both the 2020 and 2019 financials. He reviewed the summary and highlighted the three biggest issue. The unknowns with memberships for 2021, sponsorship income since we raised a chunk in 2020 that applies to 2021 and the 2021 state conference whether it be in-person, virtual or hybrid. There are financial considerations and more research needed on the conference and some may not be known until early next year. He noted that money will be saved on some expenses such as travel, registrations, etc. There was an intentional increase in the alliance groups line item due to requests for partnerships that area anticipated again in 2021. Josh concluded by stating this is the first stab and asked for comments.

Michelle noted that the budget shows a net loss of \$25,000. Most of that loss could be attributed to unknowns. The draft assumes a hybrid conference, and this can be an expensive options because it would require additional AV needs. Michelle asked if the Board a) was acceptable to a negative balance, b) wished to send the Committee back for further revisions; or c) wanted to approve a provisional budget and review again in six months. Joni suggested approving the budget but direct the Committee to come back in March with an update since there were so many unknowns. Josh agreed.

Motion by Joni to approve the 2021 budget as proposed with the expectation that the Budget Committee return to the April Board meeting with an update.

Second by Michelle

Discussion: None

Vote: Unanimous

7. Board Member Updates

a. President Elect: Joni Marsh – Please come to the holiday party and prepare a little something for Michelle – a tribute.

b. North Central Area Representative: Summer Frederick – no report

c. South Central Area Representative: Maureen Paz de Araujo – no report

d. Northwest Area Representative: Greg Moberg – no report

e. Southwest Area Representative: Mark Williams – Marks said he's been participating int Gateway Natural Amenity Region to assess the impact of "Zoom Towns." He wants to have a group share with those who are impacted on western slope. Michelle suggested a session or webinar.

f. Central Mountain Area Representative: Mark Truckey – no report

g. Denver Metro Area Representative: Anne Miller & Hadley Peterson – Anne said her farewell then talked about the area’s recent happy hour. Britt said they talked a lot about ideas and getting together outside of traditional happy hours such as hiking, biking, etc.

h. Faculty Representative: Manish Shirgaokar – He said there has been good energy with Max and students and he noticed the emergence of the power of Zoom. He then talked about the alliance with Western Planner to broaden the student’s pool of potential mentors and employers. If there are other groups or domains the students could access, he asked the Board to send them.

i. Allied Organization | WP Representative: Brandon Cammarata – Michelle said Brandon is stepping down and will be helping Joni to find a replacement

8. Committee Updates

a. **Awards Committee:** Julia – no update

b. **APAS/Students:** Max – Students are done, and faculty are working to get things graded. He appreciates the Board reaching out to get in front of the students in class or at meetings; he’s excited to work on those opportunities.

c. **Equity, Diversity & Inclusiveness Committee:** Ignacio said he will be stepping down as Committee Chair. He said there are nine (9) people actively participating in the Committee and their intent was to have achievable goals. They are working to reach youth in Native American communities.

i. **EDI Survey** – Ignacio presented the draft survey and asked the Board for comments. This would first go out to membership, then possibly involve other Chapters or APA. He would like to go forward at the state level, and they’d like funds to incentivize.

Michelle asked Shelia when she could get it out and she said January or February. Michelle asked if the Board was comfortable with the moving forward or wanted more time to review.

Motion by Michelle to release the survey at a time that works for the committee and staff.

Second by Manish

Discussion: None

Vote: Unanimous

d. **Emerging Planning Professionals Committee:** Joan said the mentor program will roll out in 2021.

e. **Great Places Colorado:** Jeff – no update

f. **Healthy Communities Committee:** Bradyn said the draft of the Housing and Health statement has been sent out for review/comment and they will discuss how to move forward. She said the next focus is creating sample regulations for healthy communities. They had applied for a Capstone with UC Denver MURP but the project was not selected. The Committee reached out to the Colorado School of Public Health and will be doing this as an intern project. They have some applications and hope to move forward in 2021.

- g. **Legislative Committee:** Shaida reminded everyone to complete the 2020-21 Legislative Survey. Scott & Shaida participated in the state summit for all APA chapter leaders in legislative affairs.
- h. **Membership Committee:** Maureen – no report
- i. **Outreach & Communication Committee:** Sarah said her farewell as VP Communications and introduced Mike. She said he will bring the full list of newsletter topics to the Board, and that they are planning on the January newsletter to focus on Planning during a Pandemic. She requested articles and specifically, asked if anyone who attended the outdoor dining charette could draft something. They are looking for articles about innovative and creative ways to deal with the shutdown. They also hope to get articles on the intersection of mental health and the pandemic. Julia thanked Sarah for all her work and welcomed Mike. Michelle asked for a list of planning influencers to highlight in our weekly eblasts.
- j. **Professional Development Committee:** Allison said there were 14 new AICP members who passed the November exam. She was proud of how many took the exam in 2020 noting how difficult it must have been. She said her farewell after spending four years in the office and thanked Summer for helping with all the AICP sessions.
- k. **Sustainability Committee:** Karl said they ran a shared streets competition and awarded two prizes: Boulder and Denver. The winners did a presentation during a conference happy hour. The Committee will meet next week to discuss plans for 2021.
- l. **Youth in Planning Committee:** Wade – no update

9. Other Business

Executive Session – Chapter Administrator’s 2021 Pay and 2020 Bonus

Motion by Michelle to enter Executive Session at 11:45 a.m.

Second by Josh

Discussion: Michelle said she would take minutes

Executive Session Action:

Motion by Joni to approve a 2020 \$2500 bonus, paid in 2020.

Second by Michelle

Discussion: None

Vote: Unanimous

Motion by Michelle to approve a 4% salary increase for 2021

Second by Josh

Discussion: None

Vote: Unanimous

Motion by Josh to leave executive session at 11:50 a.m.

Second by Sarah

Discussion: None

Vote: Unanimous

10. Adjourn

Motion by Sarah to adjourn at 11:51 a.m.
Second by Allison
Discussion: None
Vote: Unanimous

Chat Box Comments

Anne Miller - DOLA10:31 AM
Can you please send the presentation to the board?

Joan Lyons10:32 AM
Aligning with Julia's question - Where are the 15 counties with 50,000+ residents

Manish Shirgaokar10:33 AM
To add to Anne's question - can you share the Wharton study you mention?

Allison Crump10:40 AM
[https://ballotpedia.org/California_Proposition_19,_Property_Tax_Transfers,_Exemptions,_and_Revenue_for_Wildfire_Agencies_and_Counties_Amendment_\(2020\)](https://ballotpedia.org/California_Proposition_19,_Property_Tax_Transfers,_Exemptions,_and_Revenue_for_Wildfire_Agencies_and_Counties_Amendment_(2020))

Brian Connolly10:44 AM
www.cohousingaffordabilityproject.org
Here is the Wharton study: <http://realestate.wharton.upenn.edu/working-papers/a-new-measure-of-the-local-regulatory-environment-for-housing-markets-the-wharton-residential-land-use-regulatory-index/>

Anne Miller - DOLA10:52 AM
Housing Colorado: <https://www.housingcolorado.org/>, Elena Wilken, Executive Director, elena@housingcolorado.org; State of Colorado, DOLA - Anne Miller, anne.miller@state.co.us

Julia Puester10:52 AM
I'm good with Friday morning

Brandon Cammarata10:53 AM
I will be jumping off at 11:00. Happy Holidays!

Joan Lyons10:55 AM
North West Regional Council of Governments (NWCCOG) (covers Jackson, Grand, Eagle, and Pitkin Counties Affordable Housing Initiatives) Rachel Lunney, Economic Development Director rachel@nwccog.org

Jeff Liljegren10:58 AM
That would be helpful.

Hadley Peterson10:59 AM
I don't think my mic is working. I have a thought about this.

Hadley Peterson11:00 AM
What if we just made a 2020 portal on our website with all the recorded stuff we did in 2020 since everything was virtual, direct everyone there, and spend the meeting talking about 2021 and what committees are doing, where to get involved, and brainstorming. the year in review can just live online with all the recordings collected in one place

Ignacio Correa-Ortiz11:08 AM

what is Joni's email address?

Susan wood11:08 AM

I will work with Shaida and Scott to do what I have not yet done with handoff and Chapter Manual

Joni Marsh11:08 AM

joni.marsh@longmontcolorado.gov

Hadley Peterson11:22 AM

Mic still not working I guess. Not sure why. But people have missed just casual socialization. Imagine that!

Max Morgan11:27 AM

If anyone has questions for planning students or wants to connect with APAS at CU Denver- please email me anytime: max.morgan@ucdenver.edu

Anne Miller - DOLA11:41 AM

Sarah - here are some great resources and case studies on local COVID-19 adaptations: <https://www.coresiliency.com/local-government-adaptations>

Sarah R. Davis11:41 AM

Awesome! Thanks, Anne :)

Bradyn Nicholson11:41 AM

Thank you for always supporting the Healthy Communities Committee, Sarah! Best of luck to you.

Sarah R. Davis11:42 AM

Thank you, Bradyn! I'll have my feedback to you later today. Keep up the great work :)

Joan Lyons11:42 AM

Mike - For the newsletter, Colorado Spirit is a Colorado COVID Mental Health program response. Here is the link to their page <https://www.allhealthnetwork.org/colorado-spirit/>

Bradyn Nicholson11:42 AM

Sounds great! :) Looking forward to seeing it.

Joan Lyons11:42 AM

They have free services, so it might be something to promote :)

Mike Tylka11:42 AM

Thank you Joan

Joan Lyons11:42 AM

No problem!

Allison Crump11:48 AM

saving funds - good point

APPROVED
JANUARY 8, 2021