



APA Colorado Annual Board Meeting Minutes

Friday, February 9, 2018
Denver Regional Council of Governments
1290 N Broadway Suite 100
Denver, CO 80203

12:00 – 1:30 p.m.

The meeting was called to order at 12:07 p.m.

Present:

Michelle Stephens, President
Leah Dawson, Secretary/Treasurer
Nick Vander Kwaak, VP External Affairs
Allison Crump, Professional Development Officer
Scott Bressler, Metro Representative
Libby Tart Schoenfelder, Metro Representative
Maureen Paz de Araujo, South Central Representative
Mark Williams, Southwest Area Representative
Melanie Sloan, North Central Representative
Anna Gagne Laybourn, Central Mountain Area Rep
Carey McAndrews, Faculty Representative
Susan Wood, Legislative Committee Co-Chair
Ethan Mobley, Northwest Area Representative
Eric Heil, Legislative Committee Co-Chair
Brandon Jenson, EPP Co-Representative

Absent:

Vacant, Western Planner Representative
Kate Lucas, Student Representative
Paul Rosenberg, Public Official Representative
Hillary Seminick, VP of Communications

Staff: Shelia Booth, Chapter Administrator

Guests:

Brandon Cammarata; Wade Broadhead; Amanda Kannard; Nate Schull; Tim Gelston; Kyle McLaughlin; Michele Scanze; Don Elliott; Carla McConnell; Andy Taylor; Brad Calvert; Tod Vanadilok; Anne Miller; Daniel Murray

1. Welcome & Introductions - Michelle Stephens, President

Michelle welcomed everyone and thanked the Denver Regional Council of Governments (DRCOG) for hosting the Chapter. She introduced Brad Calvert, Director of Regional Planning at DRCOG and asked him to share a little about the organization. Brad welcomed everyone and discussed the various programs at DRCOG.

2. Secretary/Treasurer's Report – Leah Dawson, Secretary / Treasurer

Leah reviewed the year 2017 year-end financials. She summarized that the Chapter ended 2017 with assets totaling \$158,904.76 with a checking balance of \$70,526.99 and a savings balance of \$88,377.77. She stated that most of the Chapter's income is from the state conference and membership dues; whereas the larger expenses include the state conference, payroll and the legislative liaison. She closed by stating that current 2018 budget discussions hope to focus more of the Chapter's income on member services.

Motion to approve the 2017 year-end budget by Eric.

Second by Scott

Discussion: None

Vote: Unanimous

3. Committee & Area Representative Updates

a. APAS – Kate Lucas, Student Representative

Michelle noted that the Kate Lucas couldn't attend. Kate had noted that the students volunteer every year at the conference, hold meetings and events and look forward to continuing their support of the Chapter. They plan to tour a few communities in Colorado during spring break and are making connections with planners and planning departments.

b. Emerging Planning Professionals –Brandon Jenson, EPP Representative

Brandon recognized the work of the previous representative Anthony Avery. He said the committee held 10 events in 2017 with an average attendance of 10 people. The committee continues to grow and experienced a 26% increase in 2017 with an ending membership of 229 members. The committee's January event was the most successful, a beer urbanism tour of the RiNo district in Denver and in February they are working with the Colorado Coalition for the Homeless. In 2018, EPP plans to move beyond the Denver Metro area and provide regional representation. Their first attempt will be in the Central Mountain area, with new Nate Schull volunteering to lead the charge. The next part of the state they hope to get established will be the Western slope. The committee is working to align their activities with the Chapter's Strategic Plan and they are coordinating with APAS to create a pipeline from APAS to EPP to full Chapter membership.

c. Healthy Communities Committee – Michele Scanze, Committee Co-Chair

Michele stated that the committee is newly formed starting in July. They are currently focused on getting bylaws, and a page on the website, etc. Once that is completed, they hope to get a better understanding of existing Colorado healthy planning documents and existing programs to share across the state. They have begun a general outreach to other health care organizations such as Live Well, Grow House, etc. and are hoping to eliminate duplication of work and effort by everyone. The goal is to leverage everyone's efforts. In 2018, they are planning a half-day training event in the summer. The current plan is to have a walking or biking tour in the Denver Metro area of a neighborhood or urban agriculture.

d. Legislative Committee –Eric Heil & Susan Wood, Committee Co-Chairs

Susan and Eric introduced themselves, what the committee does, when it meets, and emphasized the value of the committee. Susan noted that all meetings have a conference call option. Eric discussed the draft 2018 Legislative Agenda, noting the top topics as identified by the members were affordable housing, climate change,

transportation and water. The 2018 Legislative Agenda will be posted on the website after it is adopted by the Board. The Legislative Agenda is used by the Committee to form Chapter positions on bills during the legislative session. Susan then noted the upcoming Planners' Day on the Hill scheduled for April 5th. The event provides a tour of the capital, a chance to meet with legislators and to learn about laws and upcoming bills.

- e. Membership Committee – Michelle Stephens
Michelle stated that the Membership Committee is a small group that was recently revived and focused drafting and distributing the 2018 Membership Survey to all APA Colorado Chapter members. The survey will ask questions such as, how we are doing; where we need to put more focus; etc. After the survey is completed, the committee will use it to address goals and action items. Long term, the committee will focus on member services such as welcome letters/emails to new members; asking members why they left; etc. The goal is to have the Chapter become more customer focused.
- f. Outreach & Communications Committee - Hillary Seminick & Nick Vander Kwaak, Committee Co-Chairs
Michelle summarized the duties of the Outreach & Communication Committee. She stated that they oversee the communications, volunteer and partnership activities for the Chapter. They have been working on a social media plan, manage the quarterly newsletter *Planning Matters*, and are working to establish a list of marketing materials for the Chapter.
- g. Professional Development Committee – Allison Crump, Chair
Allison said the Professional Development Committee leads the AICIP Exam Prep courses in the spring and fall and review all CM proposals that are sponsored by the Chapter. She stated that in 2017 they held three Exam Prep classes and Colorado had an exam pass rate of 88%, well over the national average of 65%. She stated that the next class will be in March and after that, the Committee will focus on reviewing the conference session proposals.
- h. Sustainability Committee – Conor Merrigan, Chair
Libby said she serves as the Sustainability Committee liaison to the Board. The Committee has been focusing on a strategic planning drive. They conducted a member survey earlier in the year and are currently reviewing the results. Their goal is to align their goals and action plan with the Chapter's Strategic Plan. The Committee partnered with Denver Metro representatives for a happy hour in 2017 and have plans for other events in 2018.
- i. Youth in Planning – Wade Broadhead, Committee Chair
Wade stated that the Youth in Planning (YIP) Committee focuses on youth from pre-school through high school. He stated that their first event was a strategic planning retreat with Michelle Pearson, Colorado teacher of the year in 2011, who is a leader in student engagement. From this meeting they began drafting a strategic plan. They have been discussing different events and programs to develop over the next two years. They will encourage youth to make presentations to local and state officials and hope to develop more meaningful youth engagement and a tool kit for planners to use when asked to present to a school.
- j. North Central Area Representative - Melanie Sloan

Melanie stated that she was newly elected in 2017. She noted there were several events in her area in 2017 and she hopes to see that continue in 2018 and will work with EPP to reach out to younger planners.

- k. South Central Area Representative – Maureen Paz de Araujo
Maureen stated she has been on the board for a year and is trying to bring events to the South Central Area. She hopes to expand offerings by working with other allied groups such as WTS, ULI, etc. She stated that academic opportunities would also be good offerings noting a co-sponsored event with CU Denver last year. In 2018 she would like to do an event on the topic of smart mobility and smart cities. She would like to support the Chapter's efforts to raise the profile of APA Colorado and sees her work and the Chapters' support of the annual Transportation Symposium as one part of that.
- l. Central Mountain Area Representative - Anna Gagne Laybourn
Anna noted that the Central Mountain Area held a big event in 2016 that was very well attended by members from all over the region. She stated that since the Central Mountain Area is so spread out, short events are difficult to pull off and day long events work better. She stated she would like to do another similar event in 2018.
- m. Awards Committee – Anna Gagne Laybourn
Anna stated that the committee oversees the annual submittal, review and award of the Chapters award program. Depending on the year, the committee can review as few as five and as many as 25 award nominations. She announced her new co-chair, Danial Murry and requested anyone interested in serving on the committee contact her. She concluded that the Committee is considering a new format for the awards ceremony and possibly separating the committee into two sections with one tackling award nominations and the second the award ceremony and reception.
- n. Denver Area Metro Representatives – Scott Bressler and Libby Tart-Schoenfelder
Scott noted that he and Libby worked together to have a networking happy hour at least once a quarter in 2017. In 2018 they plan to do the same but move the event around the metro area. He stated that in 2017 they did an event with Tim Gelston touring the Denver Federal Center and the Ice Core Lab. Libby said they were open to suggestions and ideas for more and different events.
- o. Northwest Area Representative - Ethan Mobley
Ethan said he was newly elected to the board and hope hopes to bring more opportunities to his area. He plans to have an event in summer and late winter and is currently becoming familiar with membership locations to decide the best location to host events might be. He will work with EPP when they establish their representative in his area and to co-host events with them.

4. 2016-2018 Strategic Plan Update

Michelle reviewed the adopted Strategic Plan and highlighted completed action items.

5. Adoption of 2017 Annual Report

Michelle introduced the 2017 Annual report and asked those in attendance if they had read it. She highlighted information included in the report and asked if there were any questions. She concluded by stating the Chapter would produce an annual report each year and asked the Board for approval with the addition of the second page of the strategic plan. Eric said it was great to have the annual report and strategic plan for the Chapter.

Motion by Eric to adopt the APA Colorado 2017 Annual Report with the addition to the appendix of the second page of the Chapter's Strategic Plan.

Second by Maureen

Discussion: none

Vote: Unanimous

6. Roundtable Discussion – “Thinking Big & Small”

Michelle moved the meeting into the discussion phase where she asked those in attendance to provide feedback on where they see the Chapter in 20 or 50 years. She asked them to further address what the Chapter can do not to get us there.

Carla McConnel – Carla stated she would like to have the Chapter collaborate with others like they do with Historic Denver. She then stated that there are several issues floating around that she would like to have APA Colorado review and possibly take a position on. She noted the potential for Denver to bid on the Olympics. She stated that there is quite a bit of controversy on whether hosting the Olympics is an economic boom or economic disaster. She inquired if the Chapter would take a position and if so, how that position is arrived at. Eric replied that yes, the Chapter does take positions but since we are a state-wide organization with various types of members, we must balance the goals and values of everyone. The Chapter must be sensitive to all the diversities within our membership which sometimes ends with a no position stance. The Chapter also looks at APA National to help with our stance. Carla said that the Olympics have all kinds of planning consequences and as an organization, we should be involved and advocate for being informed.

Wade said he would like to see the Chapter work with Department of Local Affairs (DOLA) more and advocate with them because rural jurisdictions lean on them. The Chapter could advocate to help keep funding for DOLA because that funding is important, especially to smaller communities. He stated that there are lots of issues in the rural areas south of Colorado Springs, noting that the current economic boom has never reached this area. Michelle said the Legislative Committee is moving to be more educational this year and Eric said he started in in that area of the state and knows the issues.

The group also discussed advocating for financial resources for planning. Have we ever weighed in on financial issue with the state – no, but it might be time. There has been legislation proposed to increase DOLA's ability to assist in planning. Brandon said CML has good materials for new public officials and they highlights financing opportunities.

Libby then asked about the proposed Hyperloop. She felt that the Chapter should make a more strategic effort to help organize a forum on this topic since there is a lot of interest from a broad set of committees and groups. Nick said AECOM will submit a proposal for hyperloop for the conference. He stated that Arrivo is a more regionally focused transit system.

Michele said she would like to have the Chapter build a stronger relationship with the Colorado Department of Public Health. Ideally this would be broader than just the Healthy Communities Committee. Other suggested partnerships included Colorado Public Health, American Heart Association, 10-10-10 and AARP.

The next topic of discussion was the “Boomer Bomb.” Could the Chapter help establish a way to evaluate a communities' current readiness for the boomer bomb. The event will require work from planning, human resources and other groups. Brad noted that 1/3 of baby boomers are

eligible for retirement in the next five years. DRCOG is working with AARP to take their assessment tool statewide. It was suggested to use the area representatives to host information forums to make it more region specific. Another venue would be annual conference. Brad said they have set a three-year goal for every planner to have access to the tools.

Anne Miller stated she would like to see the Chapter help emphasize the integration of water planning with land use planning. She mentioned the State's 2015 Colorado Water plan noting it has goals for water conservation. She said there are several groups working on this issue and there is a need to give local government more guidance on what the integration looks like. Some additional help and guidance is needed on working with water providers and how to meet the needs of growing populations. They are in the process of developing a guidance document to show how to integrate water conservation into comprehensive plan. Anne would like to have local planners articulate what is needed to make this document helpful to them.

Wade stated he would like to see the Chapter provide more training for public officials, citizens, etc. He also suggested integrating training for planners and public officials on how to do good, productive and informative public meetings. Michelle stated that the Chapter's goal is to grow to include not only planners but also citizen planners. She stated that we also need to get more allied professionals to the table.

7. Other Business: None

Motion by Scott to adjourn at 1:28 p.m.

Second by Eric

Vote: Unanimous