

**AMERICAN PLANNING ASSOCIATION FLORIDA CHAPTER
EXECUTIVE COMMITTEE MEETING MINUTES**

DATE: APRIL 7, 2017

Members Present

Andre Anderson, AICP, President
Laura Everitt, AICP President Elect
Kim Glas-Castro, AICP, Secretary
Tony LaColla, AICP, Treasurer arrived at 9:46am
Allara Mills Gutcher, AICP, VP Certification Maintenance
Michelle Heinrich, AICP, VP Communications
Marcie Stenmark, AICP, VP Membership Services
Doug Kelly, AICP, VP Section Affairs
Melissa Zornitta, AICP, Past President
Thuy Turner, AICP, Broward Section
Catherine McCloy, AICP, Emerald Coast Section
Stephen Benson, AICP, Sun Coast Section
Josh Long, AICP, Treasure Coast Section arrived at 10:13am
Hetty Harmon, AICP, Heart of Florida Section
Ennis Davis, AICP, First Coast Section
Tony Palermo, AICP, Promised Lands Section
Barry Wilcox, Capital Area Section joined via telephone at 9:55am
Leslie Brown, Student Representative (UF)
Wiatt Bowers, AICP, VP Conference Services
Henry Bittaker, AICP, VP Professional Development
Brad Parrish, AICP, Atlantic Coast Section
Brandon Henry, Young Planners Group

Members Absent

Adam Hall, AICP San Felasco Section
Lynda Westin, AICP, Gold Coast Section
Jason Burton, AICP, Orlando Metro Section
Lindsey Stevens, AICP, University Liaison (FSU)

Guests

Alex Magee, APA Florida Executive Director
Lester Abberger, APA Florida Legislative Representative
Trina Gilliam, Atlantic Coast Section (host conference committee)

Andre Anderson called the meeting to order at 9:39 a.m. and requested a Roll Call.

Consent Agenda—Acceptance of Reports

A motion was made by Laura Everitt and seconded by Henry Bittaker to approve the items on the Consent Agenda. The motion passed unanimously.

Legislative Items

IV(A) Overview – Lester Abberger provided an overview of the first five weeks of the legislative session. There is a \$4billion difference between the Senate and House budgets, and if not rectified in the next couple of week, will result in a Special Session in June. He noted that there is a prolifera of preemption bills this session that attack local government home rule. Discussion on the various bills ensued.

IV(B) Draft 2018 Legislative Platform – Laura Everitt highlighted the proposed revisions to the Legislative Platform being drafted in anticipation of the 2018 legislative session. Andre Anderson expressed a concern that our position statements are too vague. Henry Bittaker suggested that the Chapter should advocate, via the Constitutional Revision Commission, that any bills that pre-empt local government authority should require a supermajority vote of the Legislature. Lester Abberger will share this thought through the CRC partnership.

IV(C) LPC Organizational Item – Laura Everitt outlined a proposal to give the LPC a more concentrated focus in its annual consideration of the legislative platform. After discussion, consensus from the EC was to consider a 2-year process, similar to the SOPs. Ms. Everitt and the LPC will discuss and bring back a formal proposal for EC consideration at a future meeting.

Conference Items

Wiatt Bowers reminded all Section Chairs that they should be soliciting sponsors and exhibitors for the 2017 conference. This Fall's conference schedule was outlined. Mr. Bowers noted that with 9 session slots and 6 available meeting rooms, there is potential for 54 sessions. The Conference Committee received 88 session proposals, which are under review.

David Rouse, FAICP, senior staff member with APA, has recently published a PAS Report pertaining to sustainability and best practices for comprehensive plans. It has been proposed via Silvia Vargas, Region III AICP Commissioner, that Mr. Rouse is available to present at the 2017 conference. The EC discussed accommodating Mr. Rouse via a pre-conference workshop, a session, or a box lunch session.

The EC provided approving consensus of the Conference Committee's selection of Janet Petro, Deputy Director of NASA's Kennedy Space Center, together with Frank DiBello, SpaceFlorida, as the Opening Plenary speakers as an alternative to last meeting's approvals.

Allara Mills Gutcher made a motion to approve the Treasure Coast Section's proposed theme for the 2018 conference "A Treasure Map to Florida's Future", which was seconded by Ennis Davis, and approved unanimously by the EC.

Wiatt Bowers summarized the Conference Committee's proposal to offer reduced conference registration fees for Retired and Life members. After discussion, Tony LaColla moved that the fee for Retired members be set at \$175, which is to include the Thursday lunch, but that no reduction be provided for Life members. The motion was seconded by Marcie Stenmark. It was approved unanimously. Mr. Bowers noted that the 2017 conference registration fee is anticipated to remain the same as last year - \$375.

Draft 2018 Budget

Tony LaColla summarized the draft budget, which is currently proposed with \$618,688 of balanced revenues and expenditures. Melissa Zornitta questioned why more of the BP Deepwater Horizon Settlement funds were not allocated as expenditures for 2018. Henry Bittaker reminded the EC that the Chapter FTP site may need to be expanded, or an alternative cloud-based storage server may be desired, to house AICP study materials. Alex Magee noted that the lease for the Chapter Office has been extended for 5 years. The proposed budget does not include a 2018 bi-annual retreat for new officers – the retreat has been pushed to 2019 based on EC input from last meeting.

The EC revisited use/allocation of the BP settlement funds with direction to budget for the Circuit-Rider Program, educational and PSA mini-videos, and curriculum development for 2018. Tony LaColla offered to take the lead in the development of the curriculum development, which is anticipated to be established with four focuses: grades K-2, grades 3-5, grades 6-8, and high school. The Section Chairs group is to recommend a topic/speaker for the Circuit Rider Program in 2018. The Editorial Committee is to propose topics for the mini-videos, which are anticipated to be 30 seconds to 3 minutes in duration.

The EC provided consensus to Allara Gutcher to proceed with exploring reciprocal conference rates for public health professions, which have various associations.

Planners4Health Grant

Allara Gutcher explained that the grant funds were being focused on building relationships between planners and public health professionals. The grant committee includes not only Chapter members, but representatives from AARP and non-profit health organizations. They are looking for public health professionals to participate in the drafting of best practices.

Bylaws Committee Recommendations

Kim Glas-Castro summarized by the Bylaws Committee's draft revisions to the Chapter Bylaws. Several internal inconsistencies were noted, including which officer appoints committee members. A review of the draft will be undertaken to ensure that the Chapter President has the authority to appoint standing committee members, and to clarify that only Chapter members in

good standing are eligible to serve on ad hoc committees. The draft bylaws will be sent back to the Bylaws Committee for re-review for internal consistency in advance of the June EC meeting.

New Project Award, Sponsored by AARP

Alex Magee informed the EC that the agreement with AARP has been executed and creates a new Chapter award, “Innovations in Planning for All Ages”, which is being added to this year’s award program.

Minority Scholarship

Alex Magee proposed that the scholarship program be revised to provide 2 scholarships – one for \$2000 and one for \$1500, with potential for one recipient to receive all the funds if there is no other eligible student. The scholarships will be offered to students at the 5 eligible schools: FSU, UF, FAU, USF, and UCF. The application is being revised to require only one letter of recommendation, which does not need to be the head of the college department, as was required previously. The deadline for the application submittals is being set for the end of September to allow incoming students time to adequately prepare their package. It was moved by Doug Kelly and seconded by Les Brown that the outlined changes to the program be approved. The motion was approved by the EC unanimously.

Leadership Awards

Nominations, which include the required submittal materials, for any of the Chapter Leadership Awards are needed by June 4th.

YPG Update

Brandon Henry informed the committee that there is a need to formalize the Young Professionals Group. Structure is desired, such as bylaws, officers’ roles and responsibilities, etc. After discussion, it was determined that additional information is needed from National APA. An ad hoc committee, which includes Alex Magee, Andre Anderson, Marcie Stenmark, Kim Glas-Castro, and Brandon Henry, will investigate further and bring back recommendations or a report to the next EC meeting. It was noted that it may be desirable to expand the Chapter Bylaws to formalize the Young Professionals Group within its scope.

SOP Update

The draft SOPs, resulting from the EC’s biannual retreat, were provided in the agenda package. Any changes should be sent to Alex Magee’s attention prior to the next EC meeting.

President Items

XV(A) Delegates Assembly – Andre Anderson informed the EC that the national Delegates Assembly will be held Sunday, May 7th from 10:30am-1:00pm, at the national conference in New York. The Florida Chapter has 9 delegate members, which need to be appointed. Andre Anderson will be joined by Henry Bittaker, Melissa Zornitta, and Les Brown, and an invitation will be extended to other Florida planners who have registered for the conference.

XV(B) Florida Reception, NYC – Alex Magee reminded the EC that a reception will be hosted by the Florida Chapter, for its members in attendance at the national conference during the evening of Sunday, May 7th.

XV(C) Arbor Day/Earth Day – Andre Anderson asked that planners across the State share their Arbor Day / Earth Day events. Photos can be sent to the Chapter office or posted to the Chapter Facebook page.

XV(D) APA Nominations Committee – Andre Anderson informed the EC that he has been appointed to serve on the national Nominating Committee. He is seeking input from the EC on suggestions for nominees.

Other Business

The Financial Committee, via Alex Magee, reported to the EC that the Chapter monies in one of the money market accounts now exceeds the insured threshold and the Committee recommends that some of the funds be moved to a new account. It was moved by Allara Mills Gutcher and seconded by Doug Kelly that the Executive Committee authorize Julia (Alex) Magee to open a new account at Prime Meridian. The motion was approved unanimously.

Henry Bittaker informed that EC that the new AICP candidate program is still being established, and it might be desirable to establish a budget line item for 2018 to implement the program. Alex Magee noted that the draft budget includes \$600 for public education and outreach that might be used for this purpose.

The next Executive Meeting will be held on June 23rd.

There was no other business.

The meeting was adjourned at 2:23 p.m.