



## **APA Colorado Board Meeting Agenda**

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January 6, 2006, 1:00  
Room 4.I.4 ~ Webb Municipal Services Building  
Denver

### **Board Members Present:**

Graham Billingsley, Boulder County  
Dale Case, Boulder County  
Bill Healy, City of Colorado Springs  
Abby Janusz, APA Colorado  
Rebecca Leonard, Design Workshop  
Meghan Pfanstiel, Rocky Mountain Home Association  
Kevin Puccio, New Town Builders  
Lindsey Royce, Parsons Brinkerhoff  
Fahriye Sancar, University of Colorado at Denver  
Michael Sutherland, City and County of Broomfield  
Susan Wood, Douglas County

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#### 1. Opening Remarks – Graham Billingsley

Graham Billingsley informed the Board about the national APA leadership election. He is running for AICP Commissioner, Region V. Ballots will be sent to APA members in March 2006.

#### 2. Old Business

##### a. Approval/Correction of December Minutes

Graham thanked Abby for an amazing job with the minutes. Dale Case moved approval of the December meeting minutes and Bill Healy seconded the motion. Without discussion the minutes were approved unanimously.

##### b. PIC Update

Graham provided the Board with an update of the Planning Institute of Colorado with assistance from Mike Sutherland, Bill Healy and Rebecca Leonard. PIC and VanEd are close to signing the contract for online education services. The three core courses will be available online September 1, 2006; PIC hopes to have 4 electives online by December 1, 2006, and they intend to continue offering elective courses every three months. The Faculty Board will be appointed in the next month or so. Graham reviewed the timeline for the core courses and relayed the discussion Ken Hotard has been having with the National Association of Realtors. The PIC Directors approved a draft of the instructor contract drafted by Bill. PIC adopted the mission statement drafted by Mike. Dale has researched domain names for the PIC website, and one has been purchased for three years – [www.theplanninginstitute.org](http://www.theplanninginstitute.org).

#### 3. Secretary/Treasurer's Report – Leah Dawson

Abby presented the Treasurer's report on Leah's behalf. Meghan Pfanstiel moved to approve the Treasurer's report, Kevin Puccio seconded, the motion was approved unanimously without discussion.

#### 4. New Business

##### a. Part-Time Administrator update

The position has been posted on the APA Colorado website and the Colorado Nonprofit Association website, and the response has been great. The close date for the position is January 20, 2006. The position has also been email to the UCD planning student list serve.

b. Don Shoup

Don Shoup, a professor at UCLA will be coming to Colorado in April. ULI is planning a breakfast event on Thursday, April 20, 2006. Kevin Puccio and Lindsey Royce have been talking with ULI to co-sponsor the event which would be a discussion on parking issues at TODs. The Board liked Kevin and Lindsey's suggestion that the discussion be broadened to include parking issues in small communities. There was consensus from the Board to support this event. APA will contribute up to \$500 to help pay for Mr. Shoup's travel as well as possible sponsorships for the April 20 event. Lindsey and Kevin will gather additional information at the next planning meeting for this event and they will report back to the Board at the February meeting.

Vice President of Communications

The VP of Communications item was taken out of order due to Meghan's schedule. Meghan distributed a flyer that she intends to email to all members advertising the ad rates for the newsletter and webpage. The flyer will be mailed to consultants. After discussion of the rates Kevin moved to approve the revised rates as discussed, and Mike seconded the motion.

The Media Committee has met to discuss the national APA communication services. Meghan has reviewed the options APA has offered the chapter. Meghan preliminarily proposed a morning strategic session for the Board and an afternoon communications workshop for all chapter members. The Media Committee will brainstorm this idea more and bring it back to the Board.

Meghan reported that Eric Bergman will be the acting newsletter editor while she is on maternity leave.

c. Colorado Comprehensive Planning Act

Susan reviewed the most recent events in the Legislative Committee. Graham and Ellen Ittleson met with the drafter and the bill's sponsor on January 5, 2006. It will be formally introduced on Wednesday at General Assembly. The media committee will distribute a press release prior to the committee hearing. It should be reviewed first by Rep. Pommer, the bill's sponsor. Legislative committee members have been in contact with various allied industry groups and local governments to garner support. A reporter from the Denver Post attended the committee meeting last week. He is working on a potential story highlighting examples where comp plan and zoning have been out of sync and it has caused problems.

The next Legislative Committee meeting will be Tuesday, January 10, 2006 in room 2.E.2 of the Webb Building from 6:00-7:30.

Eminent domain is a topic to watch this session, but the committee has not seen any official bills to review yet.

5. Administrator Items – Abby Janusz

Abby reviewed upcoming meeting dates. The Board agreed on the following dates for 2006: February 10, March 3, April 7, May 5, June 9, August 4 (in Aspen), Sept 20 (in Telluride), November 3, and December 1.

Abby will send the survey around for the Board to review, Kevin will help get it up on the web.

## 6. Other Reports (as necessary)

### a. President Elect/Web Administrator – Dale Case

Dale only received one response from the strategic plan which was posted on the website and it was likely spam. There have been some issues with the new website with missing documents – Dale will look in to it.

### b. Vice President of External Affairs – Rebecca Leonard

Rebecca asked if the Board would support conference reciprocity with other organizations such as AIA, ASLA, and other groups. She has met with Joyce and discussed starting the focused alliance group that Joyce had started. The Board discussed potential topics for the alliance's first meeting. Rebecca will work with Meghan on gathering newsletter articles from other groups that would be of interest to planners.

### c. Vice President of Communications – Meghan Pfanstiel (taken earlier)

### d. Professional Development Officer – Mike Sutherland

Mike has not yet checked the results of the November AICP exam, and he has heard that some people have had problems receiving information from AICP and appointments at the test site. Mike will have a report of those who passed during the November test window. Mike and Dale are scheduling a conference call with Chris Hawkins in Telluride to discuss the upcoming conference. The RFP for session proposals is scheduled to be distributed mid-February. The RFP for the 2007 state conference will be distributed soon as well.

### e. Legislative Committee – Liz Telford and Susan Wood – nothing in addition

### f. Metro – Kevin Puccio and Lindsey Royce – nothing in addition

### g. North Central – Greg Byrne

### h. South Central – Bill Healy

Bill may use part of the monies budgeted for his region to go towards sponsoring the Partnership for Community Design, a group the South Central Region supported last year.

### i. South West – Rick Gibbons

### j. Central Mountains – Russ Forrest

### k. North West – Dahna Raugh

Dahna is no longer interested in representing the North West region. Graham has been talking with Lisa Cox from Grand Junction as a potential replacement for the North West representative.

### l. Public Official Representative – John Grove

### m. Student Representative – Jonathan Wachtel

### n. UCD Representative – Fahriye Sancar

### o. Western Planner Representative – Katie Guthrie

## 7. Other Business

Abby will email Deene about a social gathering in San Antonio for the Colorado Chapter. APA Colorado will help cover the PDO's costs if the PDO's employer does not. Mike will discuss this with his employer.

The meeting adjourned at 3:20.