



Executive Committee Meeting Zoom April 23, 2021

MEETING MINUTES

Elected Officers					
President*	Chance Sparks	CC	Secretary*	Christina Sebastian	
President Elect*	Heather Nick	CC	Past President*	Doug McDonald	
Treasurer*	Gary Mitchell		TML Rep*/TML Affiliate	Lee Battle	CC
Section Directors					
Central	Martin Zimmerman		Northwest	AJ Fawver	CC
East	Michael Howell		Southwest	John Osten	
Houston	Shad Comeaux		Southmost	Xavier Cervantes	
Midwest	Abra Nusser		West	Kevin Smith	
North Central	Kendall Howard				
Standing Committee Chairs					
Professional Development Officer*	Richard Luedke		Government Relations	Kelly Porter	
Planning Official Development Officer	Ann Bagley	CC	Advocacy Network Liaison	Craig Farmer	CC
Sections Representative*	Fred Lopez	CC	Membership	Matt Jones	
Conference Coordinator*	Angela Martinez	CC	Diversity and Inclusion	AJ Fawver	
Emerging Planning Leaders	Monica Rainey		University Rep	Sheri Smith	CC
Planning Awards	Claire Hempel		Student Rep	Kristine Singleton	
Special Committee Chairs					
Communications Manager	Heather Nick	CC	Hurricane Harvey Task Force Chair	Kimberly Miller	CC
Chapter Historian	David Gattis		Census 2020 Committee	Joey Crumley	
Certification Maintenance Officer	Barbara Holly				
Other Members					
Executive Administrator	Mike McAnelly	CC	Communications Tech	Kyle Kingma	CC
National Leadership					
APA Director Region III	Wendy Shabay		Latinos and Planning Division Treasurer	Carlo Chunga Pizarro	
AICP Director Region III	Kim Mickelson		Federal Planning Division Chair	Andrew Wright	
APA Foundation Board Treasurer	Mike McAnelly		City Planning & Management Division Vice Chair	Alex Hoffman	
CPC Treasurer/Secretary	Doug McDonald		Economic Development Division Chair	Rebecca Leonard	
Sustainable Communities Division Chair	Matt Bucchin		Student Representatives Council Chair	Veronica Escalera-Ibarra	
Latinos and Planning Division Secretary	Marco Hinojosa				
Other Attendees					
Karen Walz		CC			

X present in person

CC present via conference call

* Members of the Chapter Executive Committee include the Chapter President, President-Elect, Immediate Past President, Secretary, Treasurer, TML representative, Conference Coordinator, Professional Development Officer, and Section Representative

MINUTES

A. Call to Order and Roll Call: Chance Sparks, AICP

Chapter President Chance Sparks called the meeting to order at 1:00 pm CST with a quorum of five Executive Committee members.

B. President's Report: Chance Sparks, AICP:

1. APATX2021 Fort Worth Conference November 1-3, 2021 – Chance Sparks, AICP; Doug McDonald, AICP; Angela Martinez
 - APAC3-2021 Hybrid Physical/Virtual Conference – Doug McDonald, AICP
 - Call for Sessions and Speakers -- Angela Martinez
 - Omni Conference Hotel and Overflow Hotels – Mike McAnelly, FAICP
 - Multi-Chapter Event (AR, NM, OK, TX) – Chance Sparks, AICP
 - Sponsor/Exhibitor Support – Mike McAnelly, FAICP
 - Conference Budget– Angela Martinez
 - Short Course for Planning Officials -- Ann Bagley, FAICP (Attachment B-1F)

Chance Sparks gave an update regarding the upcoming hybrid multi-Chapter conference. Mike McAnelly discussed sponsors and exhibitors. Ann Bagley gave an update on the Short Course and discussed that she would like a Commissioner-only rate, for just the short course sessions, including a group rate, and a preference for an evening Short Course. Discussion was held regarding options for the Short Course, including having a virtual-only Short Course, the potential overlap of speakers and evening events. Discussion was held regarding whether speakers will need to be in-person or virtual - the plan is to let the speakers select the option they prefer.

2. Consolidated Elections – Heather Nick. AICP

Recording was not available for this item (technical difficulties).

3. Chapter Nominations for 2022 AICP Fellows -- Craig Farmer, FAICP, Connie Cooper, FAICP (Attachment B-2)

Craig Farmer gave an update regarding AICP Fellow nominations, including the nominating committee.

4. Consideration of assignment of duties between TML Representative and a contemplated appointed "legislative affairs representative."

Chance Sparks and Lee Battle presented the ideas of possibly splitting the TML Representative from a Legislative Affairs Representative.

5. Consideration of a subcommittee to evaluate and update appointed board Positions

Chance Sparks and Heather Nick discussed creating a subcommittee to evaluate appointed Board positions to update roles and responsibilities and consider consolidations and possible new positions.

Lee Battle motioned to create a subcommittee to review the appointed Board positions and evaluate the role of the TML Representative position. The motion was seconded by Fred Lopez and passed unanimously.

Fred Lopez, Heather Nick, Lee Battle, and Kim Miller all volunteered to be part of the subcommittee.

C. Committee Reports

1. Secretary's Report: Christina Sebastian, AICP (Attachment C-1)
 - Minutes of Board of Directors Winter Meeting, 1/22/2021

Christina Sebastian was unable to attend the meeting.

2. Treasurer's Report: Gary Mitchell, FAICP (Attachment C-2)

- Financial Status Report
- FY2020-21 Budget
- Section Grants

Chance Sparks gave a brief update from the Treasurer's Report.

3. TML Representative's Report: Lee Battle, AICP

Lee Battle mentioned the next TML Conference will be in the fall, in-person, in Houston. APATX did submit a session proposal regarding policy and advocacy. The Chapter will not have an exhibit booth this year due to logistics with our own conference.

4. Section Directors Representative's Report: Fred Lopez, AICP (Attachment C-4)

Frez Lopez gave a brief update from the Section Directors Representative report.

5. Professional Development Officer's Report: Richard Luedke, AICP (Attachment C-5)

Chance Sparks summarized the Professional Development Officer's Report. Mike McAnelly noted there will be a 4-hour AICP workshop at the conference put on by Richard Luedke and other Chapter PDOs. A 6-hour workshop will be held earlier to be in advance of the exam timeslot.

6. Communications Report: Heather Nick, AICP and Kyle Kingma, AICP

Kyle Kingma provided an update from the Communications Report, including the conference website.

7. Membership Committee: Matt Jones, AICP and Fred Lopez, AICP

There was no Membership Committee Report.

8. Emerging Planning Leaders Mentoring

There was no Emerging Planning Leaders report.

9. Diversity and Inclusion: Shai Roos, AICP

Heather Nick discussed the progress of the Diversity and Inclusion subcommittees and discussed that they proposed identifying an Equity, Diversity, and Inclusion (EDI) day (perhaps Tuesday) and sessions, highlighting sessions that naturally cover EDI topics, workshops, fireside chats, and other appropriate sessions that may be submitted. Discussion ensued and the concept was generally agreed upon.

10. Legislative Advocacy Network: Karen Walz, FAICP and Craig Farmer, FAICP (Attachment C-10)

- Bill Testimony Template
- Legislative Alerts Template

Karen Walz and Craig Farmer presented the legislative work that is underway. Six committees have been established: Annexation and ETJs; Zoning and Subdivision Platting; Economic Development/Redevelopment; Site Planning and Building Design and Materials; Environment and Healthy Communities; Transportation and Funding. The APATX website includes an interactive bill tracker. Karen presented the Airtable database that the committees are using to track the watched bills. Discussion ensued, including regarding specific bills.

11. 2021 Planning Awards: Claire Hempel, AICP (Attachment C-11)

Chance Sparks noted that the planning awards are open now.

12. 2021 Richard R. Lillie, FAICP Planning Excellence Recognition: Mike McAnelly, FAICP

Mike McAnelly noted that the submittals for Richard Lillie Planning Excellence will open soon.

13. DSHS Plan4Health Texas Project Status Report: Mike McAnelly, FAICP

Mike McAnelly noted that the extension of the Plan4Health grant has been executed. The program is working with the City of Tyler and will be selecting two additional communities and will be creating a Request for Projects for them.

D. Future Board of Directors and Executive Committee Meetings

1. APA Texas Chapter Conference and Short Course – FORT WORTH November 1-3, 2021

Mike McAnelly noted that the next Board meeting will be November 1, as part of the conference.

2. APA Texas Chapter Conference and Short Course – EL PASO October 2022
3. APA Texas Chapter Conference and Short Course – TO BE DETERMINED October 2023 (Amarillo, Bryan/College Station, Corpus Christi, or Houston?)

E. APA National Planning Conferences:

1. 2021 VIRTUAL, May 1-4, 2021
2. 2022 SAN DIEGO, April 30-May 3, 2022
3. 2023 PHILADELPHIA, April 1-4, 2023
4. 2024 MINNEAPOLIS, April 13-16, 2024
5. 2025 DENVER, March 29-31, 2025
6. 2026 MIAMI, April 2026

F. New/Other Business

Heather Nick asked when the Action Plan would next be updated. Mike McAnelly said it should happen this summer, so it can be adopted as the new President starts. Heather suggested surveying the Board for dates and their comfort level of meeting in-person. Mike McAnelly also suggested they do a member survey in advance of the Action Plan workshop.

Sheri Smith discussed enrollment concerns of planning programs and interest of schools in partnering with APATX to help market what is planning and what planning programs are available in Texas. Targeting to young adults and professionals looking to transition careers. This was supported by the Executive Committee. Getting the schools involved in the conference, specifically the Legacy Project and as exhibitors, was discussed as an additional opportunity.

G. Adjourn

Chance Sparks adjourned the Executive Committee meeting at approximately 4:00 pm CST.

Minutes approved by the Executive Committee on September 24, 2021.

Secretary: Christina Sebastian/zoom