Today’s Speakers

Doug McDonald, AICP
Texas Chapter President

Mike McAnelly, FAICP
Texas Chapter Executive Administrator

Angela Martinez
Texas Chapter Treasurer

Georgetown Town Square
2017 Great Place in Texas Designee
Welcome and APA History

1909: National Conference on City Planning
1917: American City Planning Institute
1934: American Society of Planning Officials

Judges consider entries in a planning competition, 1954
Association of State Planning and Development Agencies (ASPDA) Board 1951

National Planning Conference Registration – 1969

October 13-17 declared National Planning Week in Chicago

Conference display for the American Society of Planning Officials – 1960s
First National Planning Conference Program

Featured Speaker:
Frederick Law Olmstead, Jr.
Our Corporate and Organizational Structure

• 501(c)(3) private not-for-profit corporation
• Incorporated in the District of Columbia in 1978
• Corporate Officers
From our Articles of Incorporation:

APA is an educational organization to advance the activity of planning – physical, economic and social – at all levels of government.
Our Mission:
The American Planning Association provides leadership in the development of vital communities by advocating excellence in community planning, promoting education and citizen empowerment, and providing the tools and support necessary to effect positive change.
Development Plan Goals:

APA will **LEAD** the planning movement.

APA will **COMMUNICATE AND ENGAGE** to foster quality leadership and participation and to provide the best planning information.

APA will **PARTNER** to leverage resources and build coalitions.

APA will **ADVOCATE** for planning, planning leaders and good government.

APA will **INSPIRE** building great communities.

APA will **SERVE** its members.
Communications Technician (Coming Soon)

Executive Administrator

APATX Executive Committee

APATX Board of Directors

APATX Section Boards

APATX Elected Officers

Doug McDonald, AICP
President

Chance Sparks, AICP
President-Elect

Kim Mickelson, JD, AICP
Past President

Angela Martinez
Treasurer

Christina Sebastien, AICP
Secretary

Christopher Laxeney, AICP
TML Representative

txplanning.org
APATX Executive Committee

**ELECTED OFFICERS:**

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>President*</td>
<td>Doug McDonald, AICP</td>
</tr>
<tr>
<td>President – Elect*</td>
<td>Chance Sparks, AICP</td>
</tr>
<tr>
<td>Treasurer*</td>
<td>Angela Martinez</td>
</tr>
<tr>
<td>Secretary*</td>
<td>Christina Sebastian, AICP</td>
</tr>
<tr>
<td>Past President*</td>
<td>Kim Mickelson, JD, AICP</td>
</tr>
<tr>
<td>TML Representative*</td>
<td>Christopher J. Looney, AICP</td>
</tr>
</tbody>
</table>

Professional Development Officer (PDO) Richard Luedke, AICP

Sections Representative Gary Mitchell, AICP (Houston Section)

Conference Coordinator (Vacant)

American Planning Association

Texas Chapter

Making Great Communities Happen

txplanning.org
# APATX Board of Directors

## Elected Officers:
- **President**: Doug McDonald, AICP
- **President – Elect**: Chance Sparks, AICP
- **Treasurer**: Angela Martinez
- **Secretary**: Christina Sebastian, AICP
- **Past President**: Kim Mickelson, JD, AICP
- **TML Representative**: Christopher J. Looney, AICP

## Standing Committee Chairs:
- **TX Municipal League Affiliate**: Christopher J. Looney, AICP
- **Professional Dev Off (PDO)**: Richard Luedke, AICP
- **Plng Official Dev Off (PODO)**: Ann Bagley, FAICP
- **Sections Representative**: Gary Mitchell, AICP
- **Emerging Planning Leaders**: Monica Rainey
- **Planning Awards**: Claire Hempel, PLA, AICP
- **Government Relations**: Kelly Porter, AICP
- **Advocacy Network Liaison**: Craig Farmer, FAICP
- **University Rep UTA**: Ivonne Audirac, PhD
- **Student Rep UTA**: Dhawal Kataria

## Section Directors:
- **Central**: Shannon Mattingly, AICP
- **East**: Kyle Kingma, AICP
- **Houston**: Gary Mitchell, AICP
- **Midwest**: Tamara Cook, AICP
- **North Central**: Steven Duong, AICP
- **Northwest**: AJ Fawver, AICP
- **Southwest**: Rebecca Pacini, AICP
- **Southmost**: Xavier Cervantes, AICP
- **West**: Fred Lopez, AICP

## Other Appointed Members:
- **Communications Manager**: Heather Nick, AICP
- **Chapter Historian**: David Gattis, FAICP
- **Certification Maint Off (CMO)**: Barbara Holly, AICP

## National APA and AICP Elected Leaders:
- **APA Director Reg 3**: Wendy Shabay, AICP
APATX Section Boards

**Central Section**
Director-Elect – Martin Zimmermann
Treasurer – Stephanie Doland
Secretary – Rachel Tepper
Incoming Director – Shannon Mattingly

**East Section**
Director-Elect – Kyle Kingma
Treasurer/Director of Finance – Brent Bradberry
Professional Development Officer – Heather Nick
Communications Coordinator – Michael Howell
Incoming Director – Angela Choy

**Houston Section**
Director-Elect – Shad Comeaux
Treasurer – Luis Guajardo
Secretary – Michelle Queen
Incoming Director – Gary Mitchell

**North Central Section**
Director-Elect – Drew Brawner
Treasurer – Mike Bell
Secretary – Kendall Wendling
Communications Coordinator – Kendra Cobbs
Professional Development Officer – Ken Schmidt
Networking Coordinator – Kelsey Berry
Incoming Director – Steven Duong

**Northwest Section**
Director – AJ Fawver
Assistant Director – Jon James
Secretary – Kristen Sager
Treasurer – Zach Rainbow
Newsletter Editor – Jeff Fisher

**Midwest Section**
Director-Elect – Abra Nusser
Treasurer – Travis Liska
Secretary – Jenifer Reiner
Incoming Director – Tamara Cook

**Southwest Section**
Director – Rebecca Pacini
Assistant Director – Christopher Lazaro
Treasurer – Krystin Ramirez
Secretary – Heather Yost McCallister
Professional Development Officer – John Osten

**Southmost Section**
Director – Xavier Cervantes
Assisting Director – Virgilio Gonzalez
Secretary – Robert Salinas
Treasurer – Jamie Acevedo
Chapter Executive Administrator

Mike McAnelly, FAICP

Roles & Duties

Fredericksburg Main Street
2017 Great Place in Texas Designee
Emerging Planning Leaders

Monica Rainey, Chair
*Each Section Director needs to appoint an EPL Representative
# Chapter Membership

<table>
<thead>
<tr>
<th>Section</th>
<th>Membership</th>
</tr>
</thead>
<tbody>
<tr>
<td>Central</td>
<td>732</td>
</tr>
<tr>
<td>North Central</td>
<td>469</td>
</tr>
<tr>
<td>Houston</td>
<td>359</td>
</tr>
<tr>
<td>Midwest</td>
<td>352</td>
</tr>
<tr>
<td>Southwest</td>
<td>168</td>
</tr>
<tr>
<td>Southmost</td>
<td>90</td>
</tr>
<tr>
<td>Northwest</td>
<td>53</td>
</tr>
<tr>
<td>East</td>
<td>41</td>
</tr>
<tr>
<td>West</td>
<td>27</td>
</tr>
</tbody>
</table>

2,291 Members

**APA Texas Chapter Members**

(txplanning.org)
APATX Development Plan (2017-2022)
Texas Chapter Vision:

APA Texas is a respected leader and partner whose members make great communities happen by providing expertise and innovation to shape livable and sustainable Texas communities.
Texas Chapter Goals:

• APA Texas will LEAD the planning movement in this state.
• APA Texas will COMMUNICATE AND ENGAGE to foster quality, leadership and participation and to provide the best planning information.
• APA Texas will PARTNER with other Texas professional organizations and non-profits to leverage resources and build coalitions.
• APA Texas will ADVOCATE for planning, planning leaders and good government in our unique Texas setting.
• APA Texas will INSPIRE building great communities that meet the needs of Texans and benefit from our state's character, climate and other assets.
• APA Texas will use Chapter and Section resources to SERVE its professional, appointed/elected, academic and student members.
## APATX Development Plan

### Exhibit 1: Draft Development Plan, 2017 – 2022

<table>
<thead>
<tr>
<th>Action Item #</th>
<th>Goal and Action Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>1A.</td>
<td>Ensure a successful generational transition of leadership.</td>
</tr>
<tr>
<td>1B.</td>
<td>Further develop a Section leadership training program.</td>
</tr>
<tr>
<td>1C.</td>
<td>Design a Texas planning movement.</td>
</tr>
<tr>
<td>1D.</td>
<td>Develop uniform Section and Chapter bylaws.</td>
</tr>
<tr>
<td>1E.</td>
<td>Provide a continuous communications and feedback loop between Sections and the Chapter.</td>
</tr>
<tr>
<td>1F.</td>
<td>Use a dashboard to report progress.</td>
</tr>
<tr>
<td>1G.</td>
<td>Recruit new members to the planning movement.</td>
</tr>
<tr>
<td>1H.</td>
<td>Mentor future members of the planning movement.</td>
</tr>
<tr>
<td>1I.</td>
<td>Offer experiential learning opportunities.</td>
</tr>
<tr>
<td>1J.</td>
<td>Develop outreach materials for use during National Planning Month.</td>
</tr>
</tbody>
</table>

**Goal 2:** APATX will COMMUNICATE AND ENGAGE to foster quality leadership and participation and to provide the best planning information.

<table>
<thead>
<tr>
<th>Action Item #</th>
<th>Goal and Action Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>2A.</td>
<td>Finalize, adopt and implement a communications plan.</td>
</tr>
<tr>
<td>2B.</td>
<td>Increase communication between the APA Texas Executive Committee and members.</td>
</tr>
<tr>
<td>2C.</td>
<td>Develop a job description for a communications assistant.</td>
</tr>
<tr>
<td>2D.</td>
<td>Explore connections to get media attention for APA Texas awards and other initiatives.</td>
</tr>
<tr>
<td>2E.</td>
<td>Send welcome letters from the Chapter to new APA and AICP members.</td>
</tr>
<tr>
<td>2F.</td>
<td>Leverage all forms of media.</td>
</tr>
</tbody>
</table>

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<thead>
<tr>
<th>Action Item #</th>
<th>Goal and Action Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>2G.</td>
<td>Conduct special outreach to Early Professionals.</td>
</tr>
<tr>
<td>2H.</td>
<td>Promote APA membership to Planning Commissioners.</td>
</tr>
<tr>
<td>2I.</td>
<td>Create a structure to engage 'legacy' professionals.</td>
</tr>
<tr>
<td>2J.</td>
<td>Engage appointed and elected officials in APA Texas.</td>
</tr>
</tbody>
</table>

**Goal 3:** APATX will PARTNER with other Texas professional organizations and non-profits to leverage resources and build coalitions.

<table>
<thead>
<tr>
<th>Action Item #</th>
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</tr>
</thead>
<tbody>
<tr>
<td>3A.</td>
<td>Encourage reciprocal partnership relationships.</td>
</tr>
<tr>
<td>3B.</td>
<td>Offer sessions geared to partner speakers.</td>
</tr>
<tr>
<td>3C.</td>
<td>Emphasize APA as a ‘big tent’ organization.</td>
</tr>
<tr>
<td>3D.</td>
<td>Expand partnerships with universities and student planning organizations.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Action Item #</th>
<th>Goal and Action Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>4A.</td>
<td>Identify potential new partnerships.</td>
</tr>
<tr>
<td>4B.</td>
<td>Continue the development of a planning education and advocacy network.</td>
</tr>
<tr>
<td>4C.</td>
<td>Develop a Legislative Program.</td>
</tr>
<tr>
<td>4D.</td>
<td>Make the 'Texas Planning Roundtable' operational.</td>
</tr>
<tr>
<td>4E.</td>
<td>Build a Texas planning information base.</td>
</tr>
<tr>
<td>4F.</td>
<td>Put in place a mechanism to get information about planning and planning issues to cities' legislative staffs.</td>
</tr>
<tr>
<td>4G.</td>
<td>Develop guidelines and policies for advocacy.</td>
</tr>
<tr>
<td>4H.</td>
<td>Continue making advocacy training available to individual APA Texas members.</td>
</tr>
</tbody>
</table>

**Goal 5:** APATX will INSPIRE building great communities that meet the needs of Texans and benefit from our state's character, climate and other assets.

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>5A.</td>
<td>Use the Emerging Planning Leaders Initiative to inspire future APA Texas leaders.</td>
</tr>
<tr>
<td>5B.</td>
<td>Create a structure for younger planners to benefit from the experience and contributions of legacy planners.</td>
</tr>
<tr>
<td>5C.</td>
<td>Increase exposure of the 'Great Places in Texas' program.</td>
</tr>
<tr>
<td>5D.</td>
<td>Refine and perfect the mentorship program.</td>
</tr>
<tr>
<td>5E.</td>
<td>Revamp the Planning Excellence and Planning Awards programs.</td>
</tr>
</tbody>
</table>

**Goal 6:** APATX will serve and support the professional, appointed/elected, academic and student members.

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>6A.</td>
<td>Evaluate current Chapter programming and expand or revamp it to provide value to members.</td>
</tr>
<tr>
<td>6B.</td>
<td>Revamp the Conference organizational structure.</td>
</tr>
<tr>
<td>6C.</td>
<td>Make assessments and offer development programs to provide appropriate resources and support to all Sections.</td>
</tr>
<tr>
<td>6D.</td>
<td>Take advantage of distance technology.</td>
</tr>
<tr>
<td>6E.</td>
<td>Create a new Short Course.</td>
</tr>
</tbody>
</table>

**Goal 7:** APATX will work with the professional, appointed/elected, academic and student members.

<table>
<thead>
<tr>
<th>Action Item #</th>
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</thead>
<tbody>
<tr>
<td>7A.</td>
<td>Complete a Chapter Strategic Financial Plan.</td>
</tr>
<tr>
<td>7B.</td>
<td>Effectively use resources and services available from National, and disseminate those to APA Texas members.</td>
</tr>
<tr>
<td>7C.</td>
<td>Encourage National to simplify the process for registering Commissioner members.</td>
</tr>
<tr>
<td>7D.</td>
<td>Survey all APA Texas members about what they need and want from the organization.</td>
</tr>
<tr>
<td>7E.</td>
<td>Make the national Houston 2020 conference the most awesome conference ever!</td>
</tr>
<tr>
<td>7F.</td>
<td>Do more to recognize FAICP, particularly new Fellows.</td>
</tr>
</tbody>
</table>

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</thead>
<tbody>
<tr>
<td>8A.</td>
<td>Assist AICP Candidates and Early Planners in achieving AICP certification.</td>
</tr>
<tr>
<td>8B.</td>
<td>Continue (and revamp as necessary) the regional workshops offered by APA Texas.</td>
</tr>
<tr>
<td>8C.</td>
<td>Increase the transparency of APA Texas.</td>
</tr>
</tbody>
</table>
Sections Guide

Sections’s Guide

Section’s Guide Goal
To increase the level of service provided to the APA Texas Chapter membership and to provide a formal guide for state sections.

Section Bylaws
Each Section shall adopt bylaws consistent with Chapter and National bylaws. It is important to reexamine bylaws every year to ensure sections are meeting all requirements. Sections shall post their bylaws on the section’s webpage and shall be updated when a section bylaw amendment occurs.

Section Work Plans
• Each Section should establish a long-range development plan for the current Section Director’s tenure of goals to accomplish. In addition, each Section should establish short-term goals for the current year and how those goals will be implemented.
• Sections shall develop an orientation manual for new Section officers.
• Sections shall initiate or help to sponsor one community service project each year.

Membership
• Sections shall maintain an up-to-date membership mailing list. Updated membership lists are provided to Section Directors each quarter by the Chapter Executive Administrator.
• Sections should also assist in membership recruitment such as speaking to universities.

Executive Board Meetings
• Each Section shall hold two Section executive meetings a year, at least one meeting held in person if possible. Please refer to Section Bylaws for executive board meeting guidelines.
• The Section Director shall participate in Texas Chapter Board meetings. If the Section Director is unavailable, the Assistant Director, Director-Elect, or Section Director designate shall be available for the Texas Chapter Board meetings.

Required Reporting
• Section Directors and Treasurers shall maintain a financial reporting and budget adoption process consistent with the Chapter’s approved accounting process. Please refer to Section Budgets for more information on financial reporting.
• Each Section shall participate in the Chapter’s annual reporting process by publication of an annual Section report circulated to all Section members. Section Directors shall also provide written reports to the Sections Representative for each Texas Executive Committee meeting, outlining the section’s past and future events.

INTERMEDIATE LEVEL (Membership size 100 and greater)
1. Helping to organize Chapter conferences as called upon.
2. Taking advantage of opportunities for various sources of outside income such as conference profits, sponsorships, workshops, etc.
3. Sponsoring a second continuing education or professional development program.
4. Encouraging joint meetings with related professional organizations.

ADVANCED LEVEL (Membership size 250 and greater)
1. Cooperating with neighboring Sections on matters other than conferences.
2. Having a public information chair and program.
3. Developing an orientation manual for new Section Officers.
4. Having a State Awards program and submitting award winners to the State Awards program.
5. Sponsoring or helping to sponsor an AICP exam preparation session.
6. Having an organized membership drive.
7. Distributing a comprehensive list of meetings or related professional organizations in the Section area.
8. Holding joint meetings with related professional organizations.
9. Initiating or helping to sponsor an outreach program to increase Planning Commission members within the Section.
10. Initiating or helping to sponsor one community service project each year.
11. Sponsoring a third continuing education or professional development program.

txplanning.org
Connect with your Local APA Region

APA Regional Sections
- Central
- East
- Houston
- Midwest
- North Central
- Northwest
- Southwest
- Southmost
- West

Bylaws
Logos and Branding

American Planning Association
Texas Chapter
Making Great Communities Happen

APATX
APA – Texas Chapter
American Planning Association – Texas Chapter – Houston Section
APATX – Houston Section

txplanning.org
FY2018 Budget

• The FY2018 budget is aligned with, and supports, the APATX Development Plan.
FY18 Projected Revenue: $350,000

FY2018 Budget - Revenue

- Annual Chapter Conference: 75%
- Sponsorships: 10%
- Membership Dues: 15%
FY18 Projected Expenses:
$335,000
FY19 Budget Requests

- Sections Begin Preparing Requests in Early Spring
- Board of Directors Discuss Budget Requests in April/May
- Executive Committee Votes on Budget in Summer

Section Treasurers and Directors: Don’t forget to make an appointment with a Chase Bank Business banker!

BE AWARE - FRAUD ALERTS!
Upcoming Chapter Board Topics

• 2019 and 2020 Conference Locations
• New technology proposal for sessions and award submittals
• Potential section boundary adjustment
• Part-time communications position
New National Initiatives

• Free student membership
• Discounted first two years of membership
• AICP Candidate Program
  • 410 members have applied
APA National Planning Conference
April 21-24, 2018
New Orleans

APA Texas Reception and Chapter Presidents Council Reunion and Dance Contest on Monday evening, 7 to 9 pm and 9 to 12 midnight

txplanning.org
APA
Policy and Advocacy Conference
September 23-25, 2018
Washington DC
APATX18
Texas Chapter Conference
October 17-19, 2018
Gulf Coast
Leadership Website
www.planning.org/leadership

- Login required
- Rosters, essential documents, agendas, minutes, policies & procedures
- Most content is available to all members.
Texas Leadership

www.txplanning.org/leadership/
APATX Resources for Sections

- Conference Call Account
- Survey Monkey Account
- Dropbox Account
- Limited Resources for Section Newsletters
Call for APATX Great Places

APPLY:  www.greatplacesintexas.com
DEADLINE:  FRIDAY, FEBRUARY 2, 2018
SOCIAL MEDIA