



Oregon City Planning Directors Association

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Board Meeting Minutes - Wednesday January 30, 2019

12:00 pm (PST)

Teleconference

Call to Order

Jim Maret called the meeting to order at 12:06 pm.

Roll Call

Board Members Present

Jim Maret
Erin Doyle
Julia Hajduk (left at 1:15 pm)
Renata Wakeley (left at 12:57 pm)
Steve Koper (left at 12:57 pm)
Dan Fleishman (left at 12:57 pm)
Dustin Nilsen
Chris Damgen
Nick Snead (joined at 12:08 pm)
Heather Richards (joined at 12:33 pm)

Public members Present

Jason Yaich (Corvallis) joined 12:08 pm

Approval of Minutes

Julia Hajduk moved to approve the minutes for the September 2019, October 2019 and December 2018 meetings; Dan Fleishman seconded. Minutes were approved with unanimously.

Officers

Jim Maret and Nick Snead presented a plan to switch their roles as officers for the remainder of the terms. Jim stated his desire is to become better acquainted with OCPDA's schedule and programs before fulfilling the duties of President. Nick stated he was comfortable with the switch as he has been President previously and would provide the organization with a better continuity moving forward.

Dustin Nilsen moved to appoint Nick Snead as President and Jim Maret as Vice-President for the remainder of their terms; Renata Wakeley seconded. The motion passed unanimously.

2019 Budget

Erin Doyle provided a presentation of the recommended budget on a line-by-line basis. The proposed budget is attached to these minutes as Attachment A. The board discussed member dues levels, external conference support, website maintenance, and the historic planning commission training numbers.

Renata Wakeley moved to approve the budget as presented; Julia Hajduk seconded. The budget was approved unanimously.

Future Meetings

The Board agreed to take this agenda item out of order to allow more members to participate. After discussion of poll results for best days for availability it was agreed that the third Wednesday was the preferred day for future meetings. However, it was not clear what the preferred time to start would be in the afternoon. Erin Doyle offered to send the issue to the board to vote online and would select a time based on those results.

The subsequent vote from the board indicated that a 3 pm start time would work best.

February Meeting in Salem

There was discussion as to the timing of the event given the limited notice that would be provided. Erin Doyle agreed to send out a poll to the membership to determine the best day for the February event.

The Board discussed the topics that they would like presentations on. Items discussed were housing, general legislative update, annexation, and agency program updates. In particular, the Board was hoping to have a meaningful conversation on HB 2001 related to housing planning and impacting policy decisions. The state agency that members were interested in hearing from was primarily the Department of Land Conservation and Development.

The subsequent poll determined that the date of the February event would be February 14, 2019.

Legislative Update

Given the limited time, Erin Doyle presented on a limited number of issues. The Board determined that it would provide a letter with concerns related to HB 2001, and discussed the possibility of having someone available to testify. Other bills that were discussed were SB 608 (relating to rent control and renter protections); HB 2108, HB 2109, and HB 2577 (relating to annexation policies); and HB 2436, HB 2437, HB 2438, and HB 2439 (relating to removal fill and wetland development).

Other Business

No other business was presented.

Adjourn

Jim Maret adjourned the meeting at 1:30 pm.

Attachment A – Recommended Budget for 2019

Income		2019 Proposed Budget	2018 Actual	2018 Adopted Budget
	Nov. Ending Balance	\$ 30,317.68		\$ 31,584.00
	Beginning Cash			\$ 0
	Dues	\$ 5,000.00	\$ 3,880.00	\$ 5,500.00
	Seminars	\$ 120.00	\$ 3,373.00	\$ 6,500.00
	Training- PC	\$ 2,500.00	\$ 1,925.00	\$ 2,500.00
	Interest	\$ 0	\$ 0	\$0
Total Income		\$ 37,937.68	\$9, 178.00	\$ 46,084.00
Expense				
	Contingency	\$ 3,000.00		\$ 3,000.00
	Reserves	\$ 8,000.00		\$ 8,000.00
	Travel	\$ 0	\$0	\$ 0
	Pres. Travel/Mtgs	\$ 200.00		\$ 500.00
	Conference Contributions			
	SUB: OAPA	\$ 1,000.00	\$ 0	\$ 1,000.00
	SUB: Other	\$ 0	\$ 0	\$ 1,000.00
	Directory	\$ 100.00	\$ 0	\$ 300.00
	Meetings	\$ 1,000.00	\$ 968.00	\$ 500.00
	Misc.		\$ 357.75	
	SUB: Credit Card Service Fee	\$ 100.00		\$ 200.00
	SUB: Liability Insurance	\$ 300.00		\$ 300.00
	PC Training	\$ 1,750.00	\$ 893.50	\$ 2,500.00
	Personnel (LOC Service)	\$ 500.00	\$ 204.25	\$ 2,000.00
	Postage	\$ 100.00	\$ 35.54	\$ 300.00
	Print/Copy/Fax	\$ 300.00	\$ 234.83	\$200.00
	Supplies	\$ 100.00	\$ 0	\$ 200.00
	Awards Program	\$ 0	\$ 0	\$ 0
	Bank Charges	\$ 0		\$60.00
	Website Maintenance	\$ 2,000.00	\$ 1,960.00	\$ 2,900.00
	Newsletter	\$ 0	\$ 0	\$ 0
	Seminars (Spring)	\$ 120.00	\$ 5,312.15	\$ 6,000.00
	Work Prog-Priorities	\$ 0	\$ 0	\$ 0
Total Expense		\$ 18,570.00	\$ 9,966.02	\$ 23,370.00
Net Income		\$ 19,367.68	-\$ 788.02	\$ 22,714.00