



AMERICAN PLANNING ASSOCIATION
FLORIDA CHAPTER
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ORLANDO METRO SECTION



Orlando Metro Section (APA FL)

ANNUAL REPORT of ACTIVITIES 2018

Web Page: <http://www.floridaplanning.org/apa-fl-sections/orlando-metro/>

Facebook Page: <https://www.facebook.com/APA.Florida.OMS/>

Email: oms.apa.fl@gmail.com

ORLANDO METRO SECTION



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TO OUR MEMBERS

Strategic Highlights

The strategy moving forward in 2018 was to improve upon the Section, provide as many low and no cost professional and social events as feasible. Over the past year the Orlando Metro Section (OMS) has strived to provide a benefit to membership that is realized at the local level.

Financial Highlights

In 2018, OMS began with an operating budget carry-forward from 2017 of \$ 2,773.63 not including the Certificate of Deposits (CDs) totally just over about \$74,000. By the end of 2018, and into the 2019 budgeting process, OMS carried forward \$3,813.74, which included revenues and expenditures to provide member benefits. Additionally in 2018, there was an action taken by the board to take \$26,000 of the money originally saved in the CD's and establish the APA Florida Orlando Metro Section, Judith Mucci Endowed Scholarship Fund with the University of Central Florida after the University achieved Accreditation the APA Planning Accreditation Board for the Masters of Science – Urban and Regional Planning Program. Further details on the budget and finances are available upon request.

Operating Highlights

Throughout 2018 OMS has been very busy ensuring APA standards for Sections are being met, Section By-Laws are adhered to, and most importantly working to provide our members the best experience we can provide. OMS has worked to show our member appreciation, which can be seen as outlined by many of the activities summarized below.

2018 Quarterly Report of Activities / Member Appreciation!

ORLANDO METRO SECTION (OMS) SUMMARY OF ACTIVITIES

January 2018

- OMS Board Meeting held on 1-24-18 to discuss the Circuit Rider Event preparation completion, preparation of the non-competitive grant application, potential for hosting the 2020 APA-FL Annual Conference in Orlando, preparation work for the OMS AICP Test Prep Course, and administration of the newly created OMS Gmail and Facebook accounts.

February 2018

- Successfully completed and co-hosted the February 23rd 2018 Joe Minicoozi Circuit Rider event with the HOF. OMS also added a second speaker to the event and was the registered CM Provider for the entire event for those who stayed for the whole time. The entire event provided APA members with an opportunity to obtain 3 CMs.
 - APA FLORIDA CHAPTER, ORLANDO METRO SECTION - LIVE IN-PERSON EVENT
APA Florida Circuit Rider Series
February 23, 2018, 1:00 p.m. to 4:30 p.m. CST
Kissimmee, FL



David Buchheit Joseph Minicozzi, AICP - #9143614

CM | 3

- Established a by-laws sub-committee, which has begun to evaluate the OMS by-laws to ensure compliance with Chapter by-laws and provide updates for more efficient Section operations.

March 2018

- OMS Board Meeting held on 3-8-18 to discuss a wrap-up of the circuit rider event, announce how the section grant funds are being used for the 7th Annual UCF Distinguished Lecture event, interest in Hosting the 2020 APA-FL Annual Conference, by-law subcommittee update, and discussions about the logo.

- AICP Test Prep Course with Henry Bittaker Susan M. Coughanour, AICP
 - <http://www.floridaplanning.org/event/free-aicp-exam-prep-workshop-orlando/>

April 2018

- UCF Distinguished Lecture Series Section Grant Sponsored. Sarah Williams, PhD on 3-5-18 from 5:30 to 8pm with lecture from 6:30 to 8pm. 1.5 CMs approved.
 - <https://www.ce.ucf.edu/Program/5905/7th-Annual-Ucf-Urban-And-Regional-Planning-Distinguished-Lecture/>
- OMS Board meeting held on 4-12-18 to discuss By-Laws Subcommittee, 2020 Conference and potential HOF involvement, Elections Sub-Committee, Judith Mucci Scholarship Subcommittee, Annual Meeting in July with a CM Component, website migration, and possibilities of section sponsors if section desires, as long as it is coordinated with the Chapter.
- OMS Competitive Grant application Submitted.

May 2018

- 5-1-18 Section Chair and Conference Chair met with State VP of Conference Affairs and Executive Director to discuss direction on location and date preference.
- 5-4-18 Section Chair and Conference Chair attended State Conference Committee Meeting to receive direction on location and date preference.
- 5-9-18 Section Chair and Conference Chair met with State VP of Conference Affairs and Executive Director conducted site visits of the 3 short listed hotels in order to have a better understanding of facilities, amenities, and offerings to discuss at upcoming Conference discussions with Conference Committee and State EC.
- OMS Board meeting held on 5-10-18 to discuss By-Laws Subcommittee, 2020 Conference in Orlando and presentation of short listed hotels along with a recommendation to the State Conference Committee with an unanimous decision that OMS rank Hilton Orlando as number 1 and Caribe as 2, Elections/Nominations Sub-Committee, Judith Mucci Scholarship Subcommittee, Annual Meeting in July with a CM Component with GAI Orlando as the location and Tara Tedrow and Emily Hanna as committed presenters, website migration, and reminder for County Directors to work towards hosting CM events that are free to OMS members.
- 5-16-18 OMS Elections Subcommittee Kickoff meeting
- 5-18-18 OMS By-Laws Subcommittee Meeting
- 5-21-18 Section Chair and Conference Chair attended State Conference Committee Meeting to give presentation on the short listed hotels, the recommendation of the host committee, and findings from the site visits. Unanimous decision to approve host section's recommendation of Hilton Orlando, with one member abstaining from voting.

- 5-23-18 Section Chair and Conference Chair attended State EC Meeting for a presentation on the short listed hotels, the recommendation of the host committee, and findings from the site visits. Approval from State EC with one “no vote” to approve the host section’s recommendation of Hilton Orlando.
- Numerous newsletters sent out to membership with event information, call for nominations, OMS news, and notification of the 2020 State Conference Location Approval to garner support for subcommittee volunteering.
- Website and Facebook sites updated with similar information to inform members.

June 2018

- Non-Competitive Grant Summary Report submitted.
- 6-14-18 OMS APA June Meeting and Managing Growth - Case Studies in Central Florida with 1.5 CMs Hosted by Sumter and Lake County of OMS with free admission and lunch to APA-FL Members. #9151984

Name of Event:	Managing Growth – Case Studies in Central Florida
Date:	June 14, 2018
Location Held:	Groveland, FL
Number of Attendees:	32
Number of AICP Credits:	1.5
Partner organizations, businesses, or agencies:	City of Groveland, City of Wildwood, Sumter County
Lead event organizer name and contact info:	Roxann Read – Roxann.read@sumtercountyfl.gov ; Brenda Ryan - brenda.ryan@groveland-fl.gov
Topics Covered/ Brief Event Synopsis:	Commercial, residential and industrial growth expected in Lake and Sumter Counties over the next 5 years and how it impacts surrounding communities
Speakers:	<p>Speaker 1 Name: Bradley Arnold E-mail: Bradley.Arnold@sumtercountyfl.gov Phone: 352-689-4411 Bio: He earned a Bachelor of Science degree with the major in Physics from The Citadel, a Master of Public Administration degree from Valdosta State University, and he is currently at the stage of all but dissertation (ABD) to achieve Doctor of Business Administration from Saint Leo University. Since 2006, Bradley Arnold serves as the County Administrator of Sumter</p>

	<p>County and previously served in two similar positions in Georgia. He also served in two family businesses and the Navy Reserve with an active duty deployment to Afghanistan.</p> <p>Speaker 2 Name: Melanie Peavy</p> <p>E-mail: mpeavy@wildwood-fl.gov Phone: 352-330-1334</p> <p>Bio: Melanie grew up in Lake County and moved to Wildwood in 1999. She has been in the Development Services Department at the City of Wildwood for 17 years. Since 2009, Melanie has served as the Development Services Director and has experienced monumental growth. She is currently toward a Master's in Business Administration at Columbia Southern University.</p> <p>Speaker 3 Name: Michael Hein</p> <p>E-mail: michael.hein@groveland-fl.gov Phone: 352-429-2141, ext. 250</p> <p>Bio: Mike Hein became City Manager in Groveland in March of 2018. A graduate of the University of Arizona, Mike has worked as a city manager in the cities of Nogales, Marana and Tuscon in AZ. Mike looks forward to leading the city's efforts to implement the Downtown Master Plan, which will focus on creating a pedestrian-friendly setting, encouraging intense commercial development and redevelopment and providing additional residential options for people to live and work downtown.</p>
Event Photos: Include here or attach separately	

July 2018:

- Continued coordination with 2020 Conference Chair to establish Conference Committee and sub-committees and members.
- Completed the updated bylaws for approval by the Section.
- Completed voting for the 2nd Vice-President, Treasurer, Seminole County Director, Osceola County Director, and Director At Large positions within the Section. The new OMS Roster is below:

President / Chair	Joshua DeVries, AICP	joshua.devries@osceola.org
First Vice President	Emily Hanna, AICP	ehanna@casselberry.com
Second Vice President	Christine Dalton, AICP	christine.dalton@sanfordfl.gov
Treasurer	Luis Nieves-Ruiz, AICP	luis@ecfrpc.org
Secretary	Katie Shannon, CNU-A	katiesshannon@vhb.com
Orange County Director	Alissa Torres, PhD, AICP, CLTD	Alissa.Torres@ocfl.net
Seminole County Director	Stephen Noto, AICP	snoto@lakemaryfl.com
Osceola County Director	Veronica Miller, AICP	vmiller@stcloud.org
Lake County Director	Brenda Ryan, AICP	Brenda.Ryan@groveland-fl.gov
Sumter County Director	Roxann Read, AICP	Eunice.Read@sumtercountyfl.gov
Director at Large	Roberta Fennessy, AICP	Roberta.Fennessy@ucf.edu
Director at Large	Tara Salmieri, AICP	tara@planactivestudio.com
Immediate Past President	Jason Burton, AICP, CNU-A, LEED-A	jason.burton@cityoforlando.net

- 7/12/18: OMS: Annual Meeting & Medical Marijuana Chat

Name of Event:	OMS: Annual Meeting & Medical Marijuana Chat
Date:	07/12/18
Location Held:	Orlando, GAI Offices
Number of Attendees:	Approximately 50
Number of AICP Credits:	1.5 CM LAW
Partner organizations, businesses, or agencies:	GAI (Event Space), Lowndes, Drosdick, Doster, Kantor & Reed (Speaker), City of Casselberry (Speaker)
Lead event organizer name and contact info:	OMS President, Joshua DeVries, AICP, joshua.devries@osceola.org
Topics Covered/ Brief Event Synopsis:	The Orlando Metro Section of APA-FL conducted our Annual Section Business Meeting and then heard from two professionals with very relevant hands-on experience related to Medical Marijuana land-use regulation, implementation, and local impacts. The presentation and candid talk about

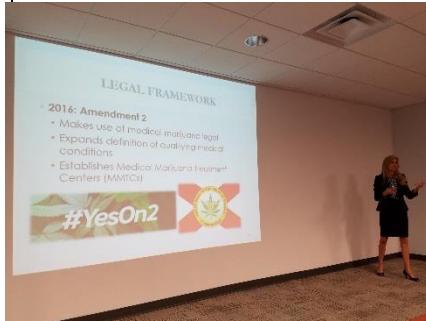
	<p>Medical Marijuana Law and Policy followed the official OMS Annual Meeting for APA Orlando Metro Section.</p>
<p>Speakers: Include name, e-mail, and phone number and a brief bio for each speaker</p>	<p>Speaker 1 Name: Tara L. Tedrow, Senior Associate, Lowndes, Drosdick, Doster, Kantor & Reed, P.A. E-mail: tara.tedrow@lowndes-law.com Bio: Tara Tedrow is a senior associate at Lowndes, Drosdick, Doster, Kantor & Reed, P.A. and the Co-Chair of the Cannabis & Controlled Substances Group. Tara's practice focuses on land use and development, as she works with clients statewide on entitling projects for commercial, residential, industrial, office, and mixed uses. The other side of Tara's practice entails working with clients in complex regulated industries such as alcoholic beverage and medical marijuana licensing. Tara is a regular presenter and speaker at industry seminars and conferences and advises a variety of clients on the impacts of marijuana regulations. Tara works with physicians, lenders, real estate developers, landlords, ancillary service providers, licensed Medical Marijuana Treatment Centers and Medical Marijuana Treatment Center license applicants, helping them to navigate the ever changing regulatory landscape of marijuana. In the fall of 2018, Tara will be an adjunct professor at the University of Florida Levin College of Law, where she will be the first in the State to teach a course on Medical Marijuana Law and Policy.</p> <p>Speaker 2 Name: Emily Hanna, AICP E-mail: ehanna@casselberry.org Bio: Emily Hanna, AICP is the Development Services Manager for the City of Casselberry. Emily manages both the Planning Division and the Building Divisions for the City. She also manages administration for the City's CRA. Emily graduated from the University of Central Florida's Masters in Urban and Regional Planning in 2015 where she co-founded the University's only Urban Planning student organization the Urban Knights. The Urban Knights received recognition for being an Outstanding Planning Student Organization by the American Planning Association at the National Planning Conference in 2015. Emily previously worked at Orange County's Neighborhood Preservation and Revitalization Division where she managed neighborhood grant projects all</p>

over the county. Emily serves as the 1st vice president of the Orlando Metro Section of APA, sits on the Seminole County Parks and Preservation Advisory Committee and sits on the University of Central Florida's Planning Advisory Board for the MSURP program.



Event Photos:

Include here or attach separately



August 2018:

- Coordinated with UCF now that the MSURP Program has become a PAB Accredited Planning School to create an endowed scholarship in the name of Judith Mucci. Pledge form has been filled out and is part of the Regular Agenda for Executive Director Signature. Will be a one-time blended payment of \$26,000 to allow one Master's Level Planning student to receive a \$1,000 scholarship per year indefinitely. \$25,000 for scholarship distribution on 7/1/2020 and \$1,000 for scholarship distribution on 7/1/2019
- Annual APA-FL Conference Non-Student Scholarship: Two qualifying OMS Member applicants were awarded the up to \$400 reimbursement award by the Chapters deadline. Thanked everyone on the EC for responding quickly. Two

applicants to receive reimbursement funds up to \$400 help with conference registration.

- Continued coordination with 2020 Conference Chair to establish Conference Committee and sub-committees and members.
- Section approved the updated bylaws, which are now ready to be sent out to general membership for approval via online vote once the APA FL website migration has completed.
- Scheduled next Section Meeting to be at the beginning of the Opening APA FL Conference Reception. Feel free to join, especially if you are interested in volunteering to help coordinate the 2020 APA FL Conference.

September 2018

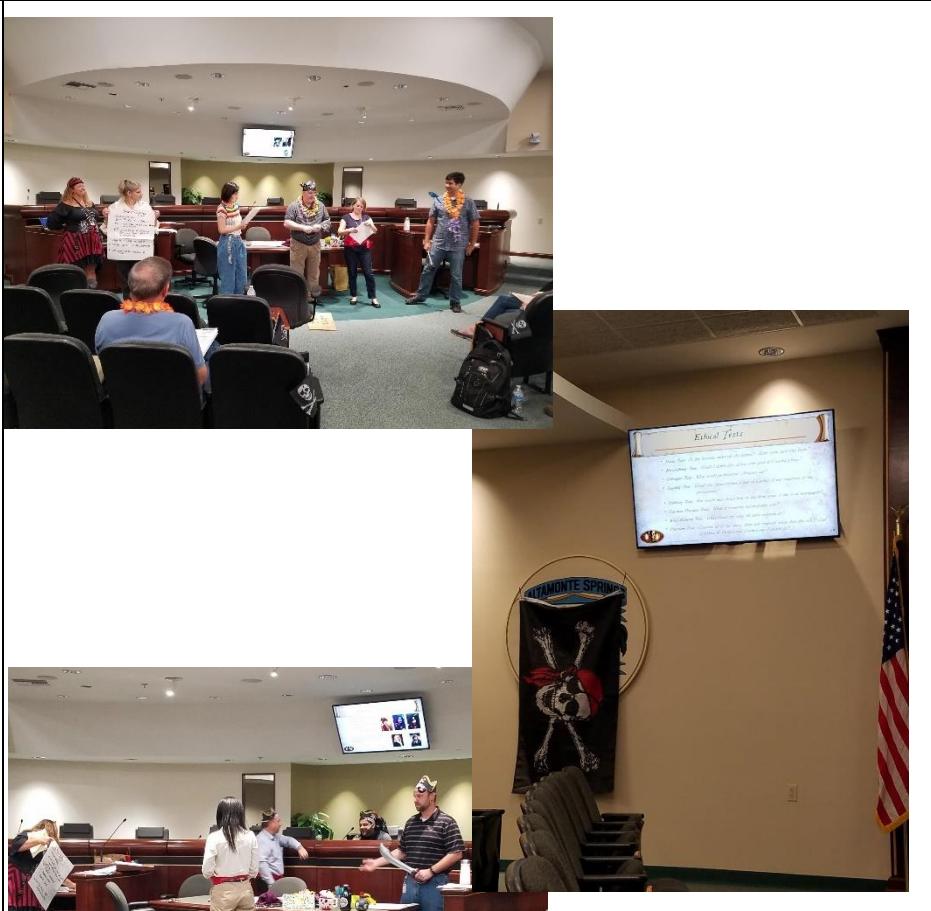
- Monthly OMS Board meeting.
- APA-FL Annual Conference activities.
- Filled Chair positions for all primary Conference Committees in preparation for the 2020 conference in Orlando.
- Chair obtained Chapter approval for expenditure of \$26,000 to be gifted to UCF for establishment of an Endowed Scholarship Fund in the name of Judith Mucci, OMS, and APA-FL.

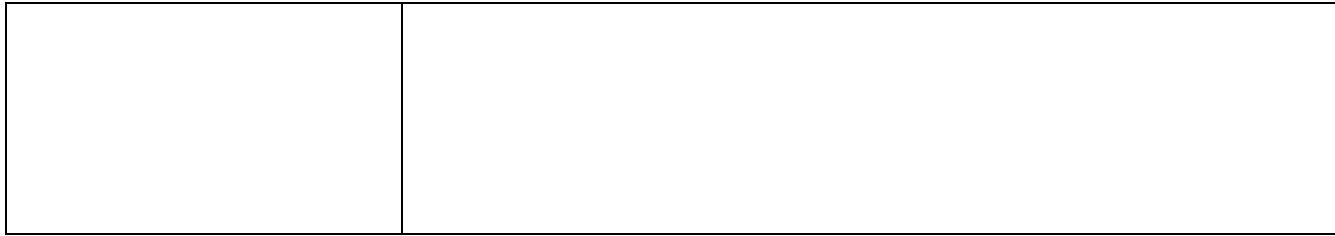
October 2018:

- Monthly OMS Board meeting.
- Received comments from Chapter by-laws subcommittee, and scheduled OMS by-laws subcommittee meeting to finalize version to send to general membership for vote.
- 10/05/18: OMS: "Ethics Parlay of the Code" Workshop; 1.5 Ethics (#9159214)

Name of Event:	Orlando Metro Section "Ethics Parlay of the Code" Workshop
Date:	Oct. 5, 2018
Location Held:	City of Altamonte Springs City Hall, 225 Newburyport Avenue Altamonte Springs, FL 32701
Number of Attendees:	20
Number of AICP Credits:	1.5 Ethics (#9159214)
Partner organizations, businesses, or agencies:	City of Altamonte Springs
Lead event organizer name and contact info:	Tina Demostene/Alissa Torres/Evan Futch—see below

Topics Covered/ Brief Event Synopsis:	<p><i>An expert panel presented scenarios and led a fun, interactive game on the AICP Code of Ethics and Professional Conduct to help us recognize, evaluate, and implement best practices for making sound ethical decisions as planners.</i></p>
	<p><u>Tina Demostene, AICP, Development Services Manager, City of Altamonte Springs</u> TDemostene@altamonte.org (407) 571-8164</p> <p>Tina's previous experience includes Land Planning Manager for Pulte Homes (DiVosta & Del Webb), a national home builder, where she specialized in land development planning and entitlements. Tina has over 20 years' experience as a land planner in Florida, working as a land development planner, a local government planner (City and County) and a planning consultant. Tina has been active with the Orlando Metro Section of APA Florida Chapter for the past 16 years, serving as VP of Professional Development, Director, President, Immediate Past President, and currently volunteers as the OMS Historian.</p>
Speakers: Include name, e-mail, and phone number and a brief bio for each speaker	<p><u>Mindy Heath, AICP, Senior Project Manager, AECOM at Florida's Turnpike Enterprise</u> mindy.heath@dot.state.fl.us</p> <p>Mindy has worked for 20 years as a planner in Florida. Mindy has worked in consulting and has acted as Client Manager, Project Manager, Task Leader, and Public Involvement Lead on various transportation planning projects and studies. Mindy has a BS in Environmental Design and a Bachelors of Urban Planning and Development from Ball State University. Mindy has been AICP since 2000 and has previously served on the APA FL Chapter Executive Committee, the Orlando Metro Section Board and as the APA FL Conference Co-Chair.</p> <p><u>Alison Stettner, AICP, Planning and Environmental Management Administrator, FDOT District 5</u> alison.stettner@dot.state.fl.us</p> <p>Alison has over 20 years of experience, including working with traffic and revenue studies, traffic forecasting, and preparation of project concepts. Prior to her work at FDOT, Alison was the Development Services Director at</p>

	<p>Orange City, the Planning and Development Manager at Seminole County, and a transportation planner for PBS&J and Orange County. Alison received her BS from Michigan State University in Environmental Science and Management and a Masters in Urban and Regional Planning from the University of Florida. Alison earned her AICP certification in 2000.</p> <p><u>Alissa Barber Torres, PhD, AICP, CLTD, Chief Planner, Orange County</u></p> <p><u>Transportation Planning</u></p> <p>alissa.torres@ocfl.net</p> <p>(407) 836-7762</p> <p>Alissa has over 24 years of experience in urban and regional planning that includes transportation, land use, economic development, public participation, and intergovernmental coordination in local government, private sector, and regional planning agencies. Alissa holds a Master's Degree in Urban and Regional Planning from Florida State University; a Ph.D. in Texts and Technology (technical communication, rhetoric, and digital media) from the University of Central Florida; the Certified in Logistics, Transportation, and Distribution designation from APICS; and membership in the American Institute of Certified Planners (AICP).</p>
Event Photos: Include here or attach separately	



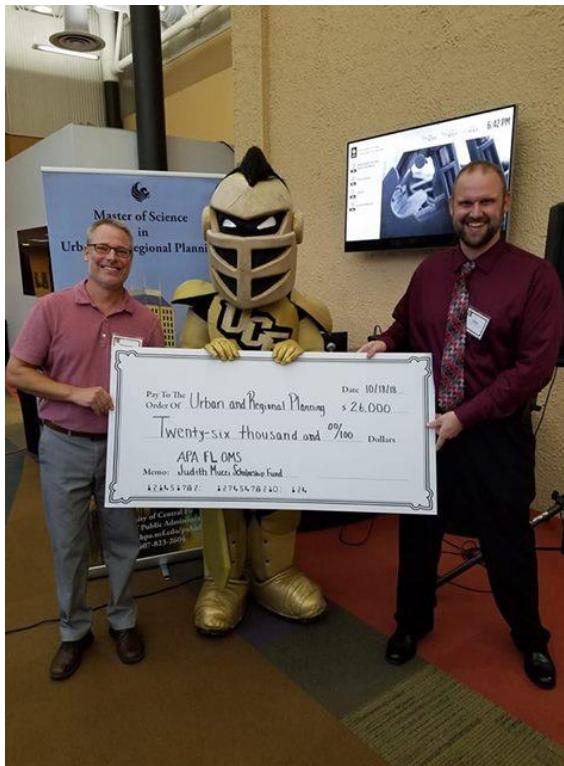
- 10/18/18: Joint APA OMS / FPZA / CNU Holiday Social Planning Meeting
- 10/18/18: Urban and Regional Planning Accreditation Celebration!

[APA Florida - Orlando Metro Section](#)

Published by [Joshua DeVries](#) ·

October 18 at 9:24 PM ·

It was an honor to present this ceremonial check on Behalf of APA and the Orlando Metro Section to the UCF MSURP Program, which is now a PAB Accredited Planning Program! This Endowment will provide scholarships to many future planners and help further advance the profession! Truly an honor!



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217

People Reached

15

Engagements

13

Clicks

November 2018:

- Monthly OMS Board Meeting

- Drafted Annual Work Plan & Budget for 2019 for Section review and comments.
- By-Law revisions approved to be sent to the Chapter Secretary for review prior to sending to membership for a vote with next newsletter in on website.

December 2018:

- Monthly OMS Board Meeting
- Held a special Annual Work Plan & Budget for 2019 to work out remaining details.
- Finalized Annual Work Plan & Budget for 2019 for Section approval and submittal to Florida Chapter
- Held a Joint Holiday Social in collaboration with OMS, Florida Planning and Zoning Association (FPZA), and the Orlando Chapter of the Congress for New Urbanism (CNU)
 - At this event through a 50/50 Raffle we were able to raise \$145 that was donated to the Volunteer Florida Foundation Florida Disaster Fund to directly assist with Hurricane recovery efforts from the 2019 hurricane season that affected Florida's panhandle so drastically. Additionally, the winner of the other half of the 50/50 drawing winning \$145 also was an employee of an APA FL Sponsor S&ME

Looking Ahead

For 2019 OMS
plans to build off
the momentum
started in 2018
and plans to
follow the OMS
Adopted budget
illustrated here:

**Joshua DeVries,
AICP
President / Chair
OMS
1/17/19**

Orlando Metro Section
APA FL Annual Budget and Work Plan (2019)

2018 APA FL Orlando Metro Section Work Plan and Budget	Notes	2019 Section Operating Revenues	Proposed 2019 Section Expenditures	Proposed Remaining Liquid Funds	Judith Mucci Scholarship Funds	Track the CMs
Previous Year Carry Forward / Current Liquid Funds	Includes \$3560.82 in Section Account and \$253.52 Petty Cash	\$3,813.74	\$ 3,813.74	\$ 4,355.69		
Petty Cash check request	Replenish Petty Cash to \$300	\$ (46.48)	\$ 3,767.26			
Previous events registrations	Paid attendance for Lake/Sunter County Lunch and Learn and Annual Meeting	\$ 10.00	\$ 3,777.26			
OMS Holiday Social Reimbursement	Portion of expenses for hosting holiday social with FP2A and CNU	\$ (841.69)	\$ 2,935.57			
OMS Event Paid Registrations	Admission tickets paid by members at the event	\$90.00	\$ 3,025.57			
OMS Events	\$600 Night Manager Event	\$ (600.00)	\$ 2,425.57			
2018 Conference Revenue	Revenues from the Conference	\$ 2,000.29	\$ 4,425.86			
CD Closing and Transfer of Funds	OMS Board voted in November to close all CD accounts, put in Section Account, and transfer through 2019 to contribute to other potentially endowed scholarship funds. Check with APA Director about closing all CDs and what penalties for closing some early.			\$ 43,862.00		
January						
Set Budget goals for 2020	All Board Members					
Monthly Board Meeting (Conference Call)	All Board Members					
Work on Section Grant	2nd VP (CM Coordinator) & President					
Mall Chimp (Mass Email and Newsletter System)	Fee Required by Chapter	\$ (26.00)	\$ 4,399.86			
February						
Monthly Board Meeting (Conference Call)	All Board Members					
2/1 Elections Nomination Committee appointments	President and Board Members					
2-8 & 2-9 Retreat and EC meeting - Wakulla Springs	President or alternate member					
2/1 Submit Section Grant	Received section grant to fund UCF Distinguished Lecture Series and members event	\$ 1,500.00	\$ 5,899.86			
March						
3-26 to 3-29 28th OMS-UCF Distinguished Lecture Series	Organized by UCF and City of Casselberry	\$ (1,000.00)	\$ 4,899.86	1.5		
3/29 OMS Lunch and Learn with Mark Fenton		\$ (500.00)	\$ 4,399.86	1.5		
Spring AICP Training Session (1/2 day course with Henry Bittaker)	1st VP of Professional Dev	\$ (300.00)	\$ 4,099.86			
Snacks for AICP 1/2 day session	President and Treasurer	\$ (25.00)	\$ 4,074.86			
County Round Robin Quarterly AICP CM Lunch-N-Learn	County Director	\$ (50.00)	\$ 4,024.86	1.0		
Monthly Board Meeting (Quarterly In-Person)	All Board Members					
3/20 Start Outreach with the University Faculty Liaisons to Discuss Scholarship Transfers	Scholarship Subcommittee					
Work on Competitive Section Grant Deadline	2nd VP (CM Coordinator) & President. Possibly "The Villages tour"					
April						
4/1 Submit Competitive Section Grant (The Villages tour CM Event)	2nd VP (CM Coordinator) & President	\$ 500.00	\$ 4,524.86			
OMS / UCF Mentor Mixer and Member appreciation	Student Representative, Others to be determined	\$ (300.00)	\$ 4,224.86			
Villages Tour	County Director	\$ (500.00)	\$ 3,724.86	2.0		
Elections Committee: Recruit Board Members for July Election and call for nominees	To be determined					
Monthly Board Meeting (Conference Call)	All Board Members					
4/13 - 4/16 National Conference: NPC19 April 13 - 16, 2019 in San Francisco						
May						
Ethics Seminar	CM Vice President	\$ (50.00)	\$ 3,674.86	1.5		
Quarterly Round Robin Luncheon	County Director	\$ (25.00)	\$ 3,649.86	1.0		
Election Committee: Send out final Call for Nominees	To be determined					
Monthly Board Meeting (Conference Call)	All Board Members					
June						
Election Committee: Send out Board Election Ballot	President and Secretary					
Monthly Board Meeting (Conference Call)	All Board Members					
July						
Monthly Board Meeting (Quarterly In-Person)	All Board Members					
Annual Board Meeting and Law Session	Induction of New Officers and Annual Report of activities to-date and educational component	\$ (250.00)	\$ 3,399.86	1.5		
7/15 AICP Application Prep Course and/or AICP 3.0 for November Exam	Will need volunteer to run study group to review materials with group (assume 25 students @ \$10)	\$ 250.00	\$ (250.00)	\$ 3,399.86		
APA FL Annual Conference, Early Bird Registration deadline	Important reminder, expense will depend what is left from the Section Chair budget (no more than \$500)					
August						
County Round Robin Quarterly AICP CM Lunch-N-Learn	Food and miscellaneous costs to put event together	\$ (50.00)	\$ 3,349.86	1.0		
Monthly Board Meeting (Conference Call)	All Board Members, Nominees presented to board					
September						
9/11 APA FL Annual Conference: Sandestin FL - 9-10-19 to 9-13-19	President must attend for Section Chair and Executive Committee Meetings. Also to represent the Section. Additionally should have presence for the 2020 Conference info table.					
October						
Work on Annual Work Plan & Budget for Next Year and coordinate with Chapter as needed	President, VP of CMs, Treasurer					
Monthly Board Meeting (Conference Call)	All Board Members					
November						
County Round Robin Quarterly AICP CM Lunch-N-Learn	County Director	\$ (50.00)	\$ 3,299.86	1.0		
Revise Draft Annual Work Plan & Budget for Next Year from Chapter review as needed	President, VP of CMs, Treasurer					
Monthly Board Meeting (Conference Call)	All Board Members					
Holiday Social Committee Meeting with FP2A & CNU	President, Treasurer, Others as determined					
December						
CM provider Annual Fee	Paid to Chapter	\$ (95.00)	\$ 3,204.86			
Monthly Board Meeting (Quarterly In-Person)	All Board Members			\$ -		
Holiday Social with FP2A & CNU	Without partnership and registration, costs are around \$4,000. (Partnerships with FP2A and CNU in recent years bring the total after registration to around \$800-\$1,000 for APA)	\$ (1,000.00)	\$ 2,204.86			
12/31 Submit Final Annual Work Plan & Budget for Next Year to VP of Section Affairs and Executive Director	President, VP of CMs, Treasurer					
Other Miscellaneous Events/Expenditures Planned						
President Travel and Training Budget	Board agreed to set \$500 in the budget to reimburse the Section Chair for traveling and lodging expenses related to Section representation at APA activities if these purchases are not covered by the Chair's employer.	\$ (500.00)	\$ 1,704.86			
Other non budgeted expenditures	Miscellaneous Section Training Seminars, socials, and professional development as opportunities arise	\$ (500.00)	\$ 1,204.86			
Total Proposed 2018 APA FL-Orlando Metro Section Budget Revenue and Expenditure		\$ 8,164.03	\$ (6,959.17)	\$ 1,204.86	\$ 48,217.69	12