



YMCA.
We Build Strong Kids,
Strong Families, Strong Communities

February 18, 2010

RECEIVED

Susan Pigg, Director
Tri-County Regional Planning Commission
913 West Holmes Road, Suite 201
Lansing, MI 48910

FEB 22 2011

TCRPC

RE: Proposed new sidewalk from Moores River Drive to Grand River Park

Dear Susan:

The YMCA of Metropolitan Lansing would like to express its support of this proposed improvement to the neighborhoods that can benefit from access to both Moores River and Grand River Parks. The YMCA, both locally, state-wide, and nationally, has adopted the strategic initiative to promote healthy living and encourage citizen involvement in health-building activities. Across the country, YMCA's are part of *Pioneering Healthy Communities*, which support the creation of pathways, trails, and walkways that allow people to safely cycle, walk, or jog in their neighborhoods and to have access to parks and play areas. This proposed project is consistent with our goal of strengthening the health and well being of communities in and around the metropolitan area.

Please share this letter with members of the commission as they deliberate and decide on their infrastructure priorities. The YMCA of Metropolitan Lansing sees this project as an opportunity for the municipalities involved to remedy a safety hazard, which is an important concern, as they advance one of the YMCA's goals of creating walkable neighborhoods that promote healthy behavior.

It seems appropriate that the region's planning authority has the opportunity to combine public safety, community health, and park access, all in one neighborhood improvement project. The YMCA appreciates the commission's willingness to consider this proposed project and hopes it will place it on its list of planning priorities.

Sincerely,

Tony Fragale
President & CEO

YMCA of Metropolitan Lansing
Metropolitan Office • 119 N. Washington Sq. • Lansing, MI 48933
517/827-9690 • fax 517/484-6744

YMCA Mission: To put Christian principles into practice through programs that build healthy spirit, mind, and body for all.



Planning for People
In the Greater Lansing
Region Since 1956

TRI-COUNTY REGIONAL PLANNING COMMISSION

913 W. Holmes Road, Suite 201 • Lansing, Michigan 48910
(517) 393-0342 • Fax: (517) 393-4424
www.mitcrpc.org • spigg@mitcrpc.org

EXECUTIVE/PERSONNEL COMMITTEE REPORT

DATE: March 16, 2011 3:00 p.m.
PLACE: Tri-County Regional Planning Commission
913 W Holmes Rd, Suite 201, Lansing MI 48910

2011 CHAIRPERSON

David Pohl, Clinton County

VICE-CHAIRPERSON

Howard Pizzo, Eaton County

TREASURER

Carol Wood, City of Lansing

SECRETARY

Dianne Holman, Ingham County

COMMISSIONERS

Clinton County

Russel Bauerle

Larry Martin

Eaton County

Daryl Baker

John Boles

Jim Osieczonek

Darrell Tennis

Ingham County

Kevin Beard

James Dravenstatt-Moceri

Larry Martin

Brian McGrain

John Veenstra

City of Lansing

Tina Houghton

Shirley M. Rodgers

Jessica Yorke

Michigan Department of

Transportation

Denise Jackson

EX-OFFICIO

Virgil Bernero, City of Lansing

John Forell, Eaton County

Mark Grebner, Ingham County

Larry Martin, Clinton County

EXECUTIVE DIRECTOR

Susan M.C. Pigg

Members Present: David Pohl, Dianne Holman, Howard Pizzo

Others Present: Susan M.C. Pigg, Executive Director
Greg Hoffman, Finance/Personnel Coordinator
John Gingas, Financial Technology Inc.
Paul Hamilton, Chief Transportation Planner
Maria Habba, Executive Assistant

Ch/Pohl called the meeting to order at approximately 3:05 p.m.

I. Employee Profit Sharing Plan and Trust Agreement

It was MOVED by C/Holman, SUPPORTED by C/Pizzo, to move into the Board of Trustees session to conduct the pension plan restatement and fiduciary investment review. MOTION CARRIED UNANIMOUSLY.

Susan M.C. Pigg introduced TCRPC's pension plan administrator, John Gingas, Financial Technology, Inc. Mr. Gingas conducted the annual fiduciary investment review with the Trustees.

Mr. Gingas explained Financial Technology's role as the fiduciary advisor in managing TCRPC's pension plan and they manage each employee's portfolio. Each year, Financial Technology, Inc. is required to provide plan information to the Trustees and conduct a review of their fiduciary responsibilities. Mr. Gingas provided easy to follow information and discussed the guidelines provided by the Employee Retirement Income Security Act (ERISA), including an Investment Policy Statement (IPS), ERISA 404(c), participating fee disclosure reports, the investment scorecard rating system and fund fact sheets. Trustees signed the Fiduciary Investment Review documents to acknowledge that the process of fund changes and other notices were explained. Also, resolutions to add David Pohl and Susan M.C. Pigg as new Pension Trustees were signed. C/Wood was not present to sign.

It was MOVED by C/Pizzo, SUPPORTED by C/Holman, to end the Board of Trustees session as the pension plan restatement and fiduciary investment review has concluded. MOTION CARRIED UNANIMOUSLY.

(Over)

II. Preliminary Budget FY 2012

TCRPC adopts a preliminary budget in the spring for the following fiscal year (October 1, 2011 to September 30, 2012) to give member agencies time to incorporate TCRPC dues into their budgets. The executive committee reviewed the preliminary budget and it will be submitted to the Finance Committee and the TCRPC on March 23 for approval. No action is required by the Executive Committee on the budget.

Hoffman briefed the Committee on some of the revenue and expenditure assumptions. There will be no increase in TCRPC dues. Staff is preparing applications for several grants from the Environmental Protection Agency (EPA), and Michigan Department of Public Health. We are waiting to hear about an award for Hazard Mitigation Planning from the Michigan State Police (MSP). Staff will continue to explore funding opportunities. Hamilton noted that a continuing resolution for the transportation program is still pending.

III. Review of the Draft Agenda for the March 23, 2011 TCRPC Meeting

Ms. Pigg reviewed the draft agenda and briefed the Committee on the scheduled presentations. Harmony Gmazel, TCRPC Land Use Planner, will present the draft Tri-County Urban Service Management Study and its recommendations. The Study can come for Commission action in April. Bob Kittle will present information on a web based financial application for local municipalities called Munetrix. C/Rodgers heard of this program at a Michigan Association of Regions (MAR) meeting and suggested that the Commission consider providing this service to its members.

IV. Updates

- A. TCRPC Office Move Evaluation – Ms. Pigg provided a summary of discussions with staff about facility changes that could improve their work products and a list of criteria for a new location if the office would move. Criteria included an office space central to the region, Similar or lower rent, on public transit lines, near to highway exchanges, with adequate parking, with ADA accessibility, with compatible/like businesses in the area, with meeting space to accommodate more of TCRPC's needs, etc. She indicated that she is now collecting initial estimates of moving costs and possible locations.
- C. Recent Grant Applications – TCRPC environmental and land use staff and Ms. Pigg have been reviewing possible grants and are partnering with the DEQ, Michigan Dept. of Public Health, Ingham County Health Department and some local municipalities to submit applications. The Economic Development Planner has been working on a proposal for funding a Food Innovation Center/business incubator. Ms. Pigg is exploring opportunities with the Counties to apply for a regional Brownfield Redevelopment program as a coalition.

V. Other/Adjourn

The meeting adjourned at 5:17 p.m.



TRI-COUNTY REGIONAL PLANNING COMMISSION

913 West Holmes, Suite 201 • Lansing, Michigan 48910
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www.mitrpc.org • spigg@mitrpc.org

REGIONAL GROWTH: CHOICES FOR OUR FUTURE STEERING COMMITTEE and URSD/USB COMMITTEE JOINT MEETING SUMMARY (Draft)

Date: March 15, 2010 (Tuesday) 10:00 a.m.
Place: Meridian Charter Township Hall, 5151 Marsh Road, Okemos, MI

Present: Susan McGillicuddy, Meridian Charter Township
Bill Rieske, City of Lansing
Mike Chappel, Village of Dimondale
Sue Butler, Windsor Charter Township
Mickey Martin, Williamstown Township
Claudine Hannold, Eaton County;
Rex LaMore, Williamstown Township/MSU
John Daher, Lansing Charter Township
Jared Cypher, Ingham County
Howard Pizzo, Delta Charter Township/TCRPC
Larry Martin, Clinton County/TCRPC
John Czarnecki, Citizen
Brian Coughlin, Clinton County Economic Alliance
Tom Oliver, Village of Webberville
James Foulds, Association Government Services
Kevin Beard, City of East Lansing/TCRPC
David Haywood, City of Mason
Jerry Richards, Meridian Charter Township

I. Welcome

Ch/McGillicuddy welcomed everyone in attendance and all present introduced themselves.

II. Approval of the February 8, 2011 URSD/USB Meeting Minutes

It was **MOVED** by Butler, **SUPPORTED** by Daher, to approve the February 8, 2011 minutes.
MOTION CARRIED UNANIMOUSLY.

III. Study Recommendation

Harmony Gmazel, TCRPC Land Use Planner, thanked members for attending the joint special meeting to review and provide final comments on the draft “Tri-County Urban Service Management Study” prior to recommending the *Study* to the Tri-County Regional Planning Commission. Once the Commission adopts the *Study*, Gmazel will begin the educational process by presenting the *Study* to appropriate policy boards/councils for support. Ch/McGillicuddy thanked Gmazel for presenting the study to the February Intergovernmental meeting held in Meridian Township with several other municipalities.

Gmazel reviewed the URSD/USB Committee’s process to develop the *Study* and reviewed the *Study* itself in detail. Gmazel explained that the proposed urban service boundary line is a preliminary boundary that each jurisdiction will need to assess and fine tune, making sure it reflects the 10 criteria in the *Study* (see study). Communities will be asked to declare their support of the *Study* recommendations by resolution.

(Over)

The members of the joint committees discussed the draft *Study* and made the following recommendations:

- The “non-developable” area identified on the map in Windsor Township should be shaded to indicate that, per Windsor’s plans, this land will not be developed nor be provided water and sewer services.
- LaMore suggested that language be added to explain that the proposed “legal defense fund” will fund all of the 10 criteria. He also suggested that a cautionary note be added to indicate that there is a lot of abandoned land eligible for re-development within the white areas on the map. Rieske commented that the developed area shown could be developed more intensely. Gmazel explained that zoning densities will be acknowledged by communities when they fine-tune the boundary in their area.
- Gmazel will add information about the established Delhi Township boundary and explain regional activities that compliment and support the proposed boundary on Page 18.
- “Fair share affordable housing policy” should be added as the 8th tool on Page 24.
- Hannold inquired about the initial intent of the Committee to establish a study that individual communities can use to create their own policies. Gmazel will add language to this effect.
- Beard suggested a need for more dialogue with developers who may be speculating on land near or over the suggested boundary (see Page 14 – developable land in the region).

Rieske explained that the City of Lansing is updating their Master Plan. They have added language acknowledging their support for the Regional Growth Project and its implementation including the URSD/USD Committee work.

There was discussion on having communities adopt the same resolution to simply indicate their support of the *Study’s* concepts. Gmazel will develop an educational brochure to start the dialogue of the next steps.

There was consensus among the URSD/USB Committee members to support the draft *Study* recommendations and recommend moving them to the Commission. The Steering Committee, with support from the URSD/USB Committee, took the following action.

It was MOVED by C/McGillicuddy, SUPPORTED by C/Martin, to recommend the *Study* to the TCRPC Commission. MOTION CARRIED UNANIMOUSLY.

IV. Other Business

Gmazel said Michigan’s fourteen state planning and development regions were featured in the February 2011 Planning & Zoning News. TCRPC will post the publication on the website.

V. Next Scheduled Meetings

URSD/USB – April 12, 2011, Ingham County Human Services Building (Room D/E), Steering – May 3, 2011, Ingham County Human Services Building (Room A)

VI. Adjourn - The meeting adjourned at approximately 11:15 a.m.



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FINANCE COMMITTEE MEETING NOTICE

DATE: Wednesday, March 23, 2011
TIME: 7:15 pm
PLACE: Ingham County Human Services Building
 5303 S. Cedar
 Room C
 Lansing, MI 48910

2011 CHAIRPERSON

David Pohl, Clinton County

VICE-CHAIRPERSON

Howard Pizzo, Eaton County

TREASURER

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 Jessica Yorko

Michigan Department of
 Transportation
 Denise Jackson

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 John Forell, Eaton County
 Mark Grebner, Ingham County
 Larry Martin, Clinton County

EXECUTIVE DIRECTOR

Susan M.C. Pigg

PROPOSED AGENDA

I Financial Statement for February

The financial statement for February 2011 is enclosed. We request the Committee recommend the statement be received and placed on file.

II Preliminary Budget 2012

The 2012 preliminary budget is enclosed. We request the Committee recommend to TCRPC the preliminary budget be adopted and placed on file. Also, in accordance with the by-laws and operating procedures, the preliminary budget will be submitted to the member governments and agencies along with the dues allocation for FY 2012.

III Other

IV Adjourn

TRI-COUNTY REGIONAL PLANNING COMMISSION
EXPENDITURE REPORT
FEBRUARY 2011
FISCAL YEAR 10/1/10 TO 9/30/11

LINE ITEM CATEGORY	BUDGET	CURRENT MONTH	FISCAL YEAR TO DATE	BALANCE	PERCENT EXPENDED
Salaries	799,554	68,512.37	347,306.01	452,247.99	43.44%
Fringe Benefits	415,683	35,542.28	176,412.79	239,270.21	42.44%
Advertising	4,000		2,813.75	1,186.25	70.34%
Audit	8,100		8,100.00	0.00	100.00%
Bank Service Charges	800	54.62	296.70	503.30	37.09%
Commission Mtg Expense	1,500		1,500.00	0.00	100.00%
Commission Travel	1,500		0.00	1,500.00	0.00%
Computer Services	11,500	567.90	6,237.66	5,262.34	54.24%
Computer Software	25,025	79.99	18,354.99	6,670.01	73.35%
Discretionary Funds	5,000		3,252.02	1,747.98	65.04%
Equipment Maintenance	2,300	253.90	1,573.90	726.10	68.43%
Fixed Asset Depreciation	13,500	903.45	4,553.70	8,946.30	33.73%
Furniture/Equipment Purch.	15,000		4,468.33	10,531.67	29.79%
Graphic Supplies	1,200		0.00	1,200.00	0.00%
Insurance	6,258	6,258.00	6,258.00	0.00	100.00%
Membership Dues	11,735		4,142.71	7,592.29	35.30%
Office Supplies	7,600	1,110.68	3,392.92	4,207.08	44.64%
Pass Through	70,815		18,191.93	52,623.07	25.69%
Postage	11,765	484.84	1,593.13	10,171.87	13.54%
Printing & Copying	27,200	1,891.33	3,858.82	23,341.18	14.19%
Publications	1,250	310.00	310.00	940.00	24.80%
Recognition Awards	250		250.00	0.00	100.00%
Rent - Equipment	1,700		0.00	1,700.00	0.00%
Rent - Meeting Facility	2,050		0.00	2,050.00	0.00%
Rent - Office	60,800	5,063.73	25,318.65	35,481.35	41.64%
Special Projects	15,134	1,000.00	4,891.50	10,242.50	32.32%
Subscriptions	1,000	79.00	349.66	650.34	34.97%
Telephone	3,600	121.17	809.06	2,790.94	22.47%
Training	3,300	129.00	709.00	2,591.00	21.48%
Transfer for Match	213,319	21,953.71	94,544.82	118,774.18	44.32%
Travel - In	13,500	841.61	3,832.45	9,667.55	28.39%
Travel - Out	14,000	698.80	2,041.17	11,958.83	14.58%
Totals	1,769,938	145,856.38	745,363.67	1,024,574.33	42.11%

**TCRPC 2012 PRELIMINARY BUDGET
REVENUES BY FUNDING SOURCE**

	Preliminary 2012 Budget	2011 Budget	+/-
Groundwater Management Brd.	187,097	45,000	142,097
Stormwater Phase II	93,100	93,100	0
Wellhead Protection - DEQ	0	108,534	(108,534)
FHWA	570,801	649,409	(78,608)
FHWA Carryover FY 2010	34,231		34,231
FTA	164,119	164,119	0
FTA Carryover FY 2010	32,958		32,958
MDOT/253	40,100	40,100	0
Asset Management	33,786	33,786	0
STP	122,175	0	122,175
Economic Development	125,256	125,256	0
Air Photos		67,815	(67,815)
Mid-Michigan Water Authority	5,900	8,000	(2,100)
Ingham County Health Department Complete Street - East Lansing	0	2,200	(2,200)
Ingham County Health Department: Complete Streets - Lansing Twp.	0	3,250	(3,250)
Member Allocation	370,440	370,440	0
Equipment and Furniture Reimbursement	13,200	13,200	0
	1,793,163	1,724,209	68,954

TRANSFER FOR MATCH

	TOTAL	FEDERAL	MATCH
FHWA (Includes carryover)	605,032	495,219	109,813
FTA (Includes carryover)	197,077	157,662	39,415
STP	122,175	100,000	22,175
EDA	125,256	62,628	62,628
TOTAL MATCH			234,031

**TCRPC - 2012 PRELIMINARY BUDGET
REVENUES**

	2012 Budget	2011 Budget	+/-
Federal	815,508	725,465	90,043
State	73,886	73,886	0
Local	286,097	327,899	(41,802)
Member Allocation	370,440	370,440	0
Other Sources			
Fixed Assets Reimbursement	13,200	13,200	0
Interest			0
Subtotal	1,559,131	1,510,890	48,241
Other Financing Sources			
Local Match	234,031	213,319	20,712
Equity			0
TOTAL	1,793,162	1,724,209	68,953

EXPENSES

Salaries	809,890	799,554	10,336
Fringe Benefits	437,340	415,680	21,660
Advertising	4,000	4,000	0
Audit	8,300	8,100	200
Bank Service Charges	800	800	0
Commission Meeting Expenses	1,500	1,500	0
Commission Travel	1,500	1,500	0
Computer Services	11,500	11,500	0
Computer Software	19,750	25,025	(5,275)
Consultant Fee	122,175	0	122,175
Contractual Services	0	0	0
Discretionary Fund	5,000	5,000	0
Equipment Maintenance	2,300	2,300	0
Fixed Assets Depreciation	13,200	13,500	(300)
Furniture/Equipment Purchases	13,000	15,000	(2,000)
Graphics Supplies	1,150	1,200	(50)
Insurance	6,800	6,258	542
Membership Dues	12,000	11,735	265
Office Supplies	8,000	7,600	400
Pass Thru	3,000	70,815	(67,815)
Postage	13,190	11,765	1,425
Printing and Copying	27,500	27,200	300
Publications	1,250	1,250	0
Recognition Awards	250	250	0
Rent-Equipment	1,750	1,700	50
Rent-Meeting Facility	2,050	2,050	0
Rent-Office	62,600	60,800	1,800
Special Projects - Projects	21,100	15,134	5,966
Special Projects - Moving Cost	25,000	0	25,000
Subscription	1,600	1,000	600
Telephone	3,500	3,600	(100)
Training	4,000	3,300	700
Travel - In	7,640	13,500	(5,860)
Travel - Out	16,725	14,000	2,725
Subtotal	1,669,360	1,556,616	112,744
Transfer for Match	234,031	213,319	20,712
TOTAL	1,903,391	1,769,935	133,456
Increase (Decrease) to Fund Balance	(110,229)	(45,726)	(64,503)