



TRI-COUNTY REGIONAL PLANNING COMMISSION

Planning for People in the Greater Lansing Region Since 1956

TRI-COUNTY REGIONAL PLANNING COMMISSION

UNAPPROVED MINUTES

2011 OFFICERS

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EXECUTIVE DIRECTOR

Susan M.C. Pigg, CECD

Date: March 23, 2011 (Wednesday) at 7:30 p.m.
Place: Ingham County Human Services Building, Conference Room A
5303 S. Cedar Street, Lansing MI 48910

CALL TO ORDER - PLEDGE OF ALLEGIANCE

Ch/Pohl called the meeting to order at approximately 7:35 p.m. and led the assembly in the Pledge of Allegiance.

ROLL CALL (see attached attendance record) - APPROVAL OF AGENDA

It was MOVED by C/Bauerle, SUPPORTED by C/Osienchenik, to approve the agenda as printed. MOTION CARRIED UNANIMOUSLY.

APPROVAL OF MINUTES

It was MOVED by C/Boles, SUPPORTED by C/Tennis, to approve the minutes of February 23, 2011 as printed. MOTION CARRIED UNANIMOUSLY.

COMMUNICATIONS

Executive Director Pigg said communications regarding proposed sidewalk improvements on Moores River Drive was enclosed for information. The Planning & Zoning News featuring Michigan's state planning and development regions, including the TCRPC, was distributed.

PUBLIC COMMENTS Ch/Pohl invited public comment. -None-

DIRECTOR'S REPORT

Ms. Pigg noted that website improvements are ongoing and updates will be made regularly. Commissioner bios will soon be available. A transportation newsletter listing upcoming trainings and public meetings was distributed. The ADA training on April 20, 2011 is full. Ms. Pigg has been working with the environmental and land use planners to prepare grant applications to the U.S. Environmental Protection Agency (US EPA) and the Center for Disease Control (CDC).

Munetrix, Municipal Metrics – Financial Information for Municipalities, Bob Kittle

Michigan Association of Regions (MAR) received a presentation on Munetrix. C/Rodgers, Treasurer of MAR, suggested that the Commission receive information on the benefits of this tool. Ms. Pigg introduced Mr. Kittle who presented a brief overview of the program. [C/Yorko arrived] Mr. Kittle reviewed the highlights of Munetrix, which was designed to address the financial concerns of local units of government. Munetrix will download (2006-2009) data from the state and rely on each sponsor to collect subsequent years of data. This tool would increase the value of membership and could also be used to comply with new government transparency requirements.

(Over)

Southeast Michigan Council of Governments (SEMCOG) was the first sponsor of the program. Mr. Kittle reviewed features of the system by displaying an example for SE Michigan with charts, graphs and data. There was a question and answer period.

Q) C/Pizzo asked if Munetrix would reconcile information with the new Governor's tool. *Mr. Kittle suggested that if data is available and visible, it should comply.*

Q) C/Jackson asked who develops the assumptions of out years to run the model. *Each community will develop its own model and make the projections, explained Mr. Kittle.*

Q) C/Tennis asked if Road Commission data is available. *Mr. Kittle explained that Munetrix is meeting with road agencies to look at incorporating 5-year road maintenance plan data as an additional feature in the future.*

Q) C/Holman asked about regional sponsorship. *Mr. Kittle explained that regional sponsorship allows the local units to buy into the program inexpensively.*

Tri-County Urban Service Management Study – Harmony Gmazel, TCRPC Land Use Planner

Ms. Gmazel provided an executive summary and a brief overview of the near final version of the urban service boundary study. The Urban and Rural and Service Boundary (URSD/USB) Committee contracted with the Land Information Access Association (LIAA) to develop a study to examine the feasibility of an urban service boundary, focusing on locations of water and sewer infrastructure, planning and zoning, and population densities. The study describes a preliminary outline of an urban service boundary based on the goals and principles of the Regional Growth plan. The URSD/USB Committee and the Regional Growth Steering Committee both recommend adoption of the study's recommendations only. Each jurisdiction will develop their own specific boundary based on the ten criteria contained in the study. Action to adopt the study recommendations will be requested of the Commission in April.

COMMITTEE REPORTS

Executive/Personnel Committee – Ch/Pohl reported on the March 16, 2011 meeting. The Committee resolved in the Board of Trustees session to receive the annual fiduciary investment review from Mr. Gingas, Financial Technology, Inc. (TCRPC's pension plan administrator). The preliminary budget was discussed. Staff is reviewing the possibility of moving the TCRPC offices or enhancing the current location. Ms. Pigg noted that information is still being collected.

Regional Growth Steering Committee – C/Martin reported on the joint Steering/Urban and Rural Service District Boundary (URSD/USB) Committee meeting. Ms. Gmazel presented the entire study to bring members up to date and to ask for their endorsement and support. Both Committees support the study's recommendations. The Commission will only be asked to adopt the recommendations of the study, not to adopt a physical boundary line for municipalities.

Finance Committee – C/Wood reported on the March 23, 2011 Finance Committee meeting.

1) Financial Reports – February 2011

C/Wood said the February statement was reviewed. It was MOVED by C/Dravenstatt-Moceri, SUPPORTED by C/Veenstra, to receive and place on file the February 2011 financial report. MOTION CARRIED UNANIMOUSLY.

2) Preliminary Budget FY 2012

C/Wood said staff presented the preliminary FY 2012 budget. In accordance with TCRPC's policies, the Commission is asked to adopt a preliminary budget in March. Then staff will begin the process of requesting each member unit of government to allocate funds for the next fiscal year. The final budget will be adopted in September 2011. C/Wood reviewed the proposed budget and noted that this is the fourth year TCRPC is not raising dues. They are applying for a number of grants to help with the deficit.

It was MOVED by C/Wood, SUPPORTED by C/Pizzo, to adopt the preliminary FY 2012 budget as presented and that the preliminary budget be submitted to member governments and agencies along with a request for 2012 dues allocation reflecting that dues will remain the same as FY 2011. MOTION CARRIED UNANIMOUSLY.

OTHER/ADJOURN

It was MOVED by C/Martin, SUPPROTED by C/Wood, to adjourn the meeting at approximately 9:00 p.m. MOTION CARRIED UNANIMOUSLY.

2011 Commission Attendance Record

X = Present C = Cancelled

Commissioner		MEETING DATE												Total
		1/26	2/23	3/23	4/27	5/25	6/29	7/27	8/24	9/28	10/26	11/17	12/14	
Clinton County	Russel Bauerle	X	X	X										
	Larry Martin	X	X	X										
	David Pohl	X	X	X										
Eaton County	Howard Pizzo	X	X	X										
	Daryl Baker	X	X	X										
	John Boles	X		X										
	Jim Osieczonek	X	X	X										
	Darrell Tennis	X	X	X										
Ingham County	Dianne Holman	X	X	X										
	John Veenstra	X	X	X										
	Kevin Beard		X											
	James Dravenstatt-	X	X	X										
	Brian McGrain	X	X	X										
City of Lansing	Tina Houghton	X												
	Ralph Monsma	X												
	Jessica Yorke			X										
	Shirley Rodgers	X	X											
	Carol Wood	X	X	X										
MDOT	Denise Jackson	X	X	X										
TOTAL	19	17	15	15										

Others:

January 27, 2011: Jon W. Coleman, Susan M.C. Pigg, Greg Hoffman, Maria Habba, Kathy Donahue, Paul Hamilton, Steve Skinker, Laura Tschirhart, Paul Dionne, Hary Prawiranata, Christine Spitzley, Erin Campbell, Christine Hnatiw, Dan Dillinger, Harmony Gmazel; Outgoing Commissioner, Marsha Small	February 23, 2011: Susan M.C. Pigg, Greg Hoffman, Maria Habba, Paul Hamilton; John Forell, Eaton County; Jason Ball, CATA; Paul Lott, MDOT, James Canham, Alfred Benesch & Company
March 23, 2011: Susan M.C. Pigg, Greg Hoffman, Maria Habba, Paul Hamilton, Harmony Gmazel; Bob Kittle, Munetrix; Jason Ball, CATA	