

## **TCRPC DRAFT 2018 AGENCY-WIDE WORK PLAN**

**The Tri-County Regional Planning Commission (TCRPC) is a public planning agency that provides regionally coordinated planning efforts for transportation, economic development, the environment, and sustainable land use in mid-Michigan. Serving Clinton, Eaton, and Ingham counties, TCRPC works to meet the region's needs and goals in these four program areas by providing technical assistance to local governments, developing plans and policies, collecting and maintaining geographic data, coordinating intergovernmental solutions, and addressing trends and challenges affecting communities in the Greater Lansing area.**

**TCRPC is designated as the region's Metropolitan Planning Organization (MPO) to coordinate federally funded transportation projects. The Commission is also certified by the U.S. Department of Commerce as the Economic Development District to facilitate federally funded economic development programs and initiatives, particularly in public infrastructure, in support of business locations and expansions.**

The purpose of the Tri-County Regional Planning Commission is:

- To prepare and/or coordinate the development of plans, and aid in the implementation of agreed upon plans and services within the mid-Michigan tri-county region.
- To furnish general and technical aid to member governments and groups or organizations relative to regional issues and opportunities.
- To encourage and assist in the development of region wide policies and proposals for coordinating human services, land use, transportation and other related physical planning programs among area local governments.
- To review and coordinate federal, state and local programs of regional importance.
- To provide necessary assistance to local governments, agencies and individuals in securing federal and state funding programs that would have regional significance
- To encourage region wide cooperation to enhance economic opportunity between the public and private sectors in development, expansion, attraction, and retention of business and industry.

<b>Programs</b>	<b>Program Objectives</b>	<b>2018 Action Steps</b>	<b>Ongoing Activities</b>
<p><b><u>Transportation Planning</u></b></p> <p><b>Metropolitan Planning Organization (MPO) Activities</b></p> <p><b>Rural Transportation Planning</b></p> <p><b>Rural Task Force</b></p>	<p>TCRPC coordinates and facilitates regional planning for federal and state investments in transportation including public transit, surface transportation, and other modes as a Metropolitan Planning Organization (MPO) and Rural Task Force.</p> <p>TCRPC carries out metro transportation planning in cooperation with State of MI and of public transit operators.</p> <p>TCRPC's work is per agreements with MDOT, FHWA and FTA per the annually adopted Unified Work Program, Regional Work Program, and others.</p>	<p>Raise awareness of the transportation planning process and establish the planning program as the “go-to” transportation planning program in the region.</p> <p>Adopt changes to internal programming process to minimize unnecessary delays due to internal policies.</p> <p>Implement findings of 2017 federal certification review</p> <p>Coordinate with outside partners and other TCRPC programs to establish cross pollination of planning activities in the region.</p> <p>Implement and maintain the 2040 Regional Transportation Plan</p> <p>Develop 2045 Metropolitan Transportation Plan for the region.</p> <p>Complete development of a full regional non-motorized transportation plan document.</p> <p>Continue innovations of data management in areas of Safety, Freight, Asset Management and others on a regional basis.</p>	<p>2040 RTP and Transportation Improvement Program (TIP) Maintenance and Amendments.</p> <p>Communicate with Commissioners on transportation-related issues/opportunities in the region.</p> <p>Provide data, maps, training, technical assistance to area transportation agencies and others.</p> <p>Support/facilitate regional committees/work groups of partners/agencies in the Capital Area Regional Transportation Study (CARTS), Transportation Review Committee, and other project groups and subcommittees.</p> <p>Collaborate with professionals-AMPO, MTPA, GIS Users, etc.</p>
<p><b><u>Economic Development</u></b></p>	<p>The program serves as the region’s Economic Development District, as appointed by the U.S. Department of Commerce Economic Development Administration (US EDA) through the Partnership Planning Grant Program. This designation qualifies our</p>	<p>Continue to increase our regional partnerships, in various capacity, that have a direct role in shaping our region’s economic future (education, transportation, housing, not-for-profit, higher education, legislative, elected office, public and private sector).</p> <p>Develop educational opportunities and outreach programs surrounding regional issues.</p>	<p>Update and finalize our region’s 5-year Comprehensive Economic Development Plan.</p> <p>Coordinate efforts with regional partners (LEAP, Lansing Regional Chamber of Commerce, Arts Council of Greater Lansing, Capital Area Michigan Works!, Michigan State University, and others), to</p>

	<p>region to receive federal grant funding in numerous capacities. TCRPC coordinates and facilitates regional planning for these federal investments.</p> <p>TCRPC serves as a community development resource with the driving purpose to improve connected collaboration between all organizational partnerships that participate in the economic sustainability of our region.</p>	<p>Seek 2018 Regional Prosperity Initiative funding.</p> <p>Coordinate with both regional partners and other TCRPC programs to enhance cross-pollination of strategic planning activities.</p>	<p>eliminate redundancy of efforts and to compliment strategic vision and planning efforts.</p> <p>Hold bi-monthly meetups for regional economic development professionals.</p> <p>Establish a regional “Lunch and Learn” program.</p> <p>Assist in the region’s Cultural Economic Development Plan.</p> <p>Continue to work with all TCRPC programs to diversify regional opportunities.</p>
<p><b><u>Land Use Planning</u></b></p>	<p>Engage participation to examine implications for regional land use and other growth trends.</p> <p>Implement efforts to achieve a shared vision of regional growth that assures improved quality of life, sustainable development, and economic competitiveness.</p>	<p>Work with Growth Trends Steering Committee to establish and support goals for future regional Land Use programming; with a goal of identifying and planning implementation projects to address regionally shared sustainable land use issues through groups such as the Land Use Group and the Urban &amp; Rural Service Management Committee.</p> <p>Host/facilitate training/discussions for the region’s land use practitioners through the Planner Brown Bag series and other topical training sessions (complete streets, health impact assessment, etc.).</p> <p>Assist TCRPC departments in areas related to Land Use planning (i.e., Transportation, Economic Development and Environment).</p>	<p>Review and comment on land use plan amendments, including master plans and zoning ordinances, for consistency with <i>Choices for Our Future</i> and other sustainable land use plans.</p> <p>Maintain and monitor PA 116 farmland preservation agreements.</p> <p>Support/facilitate work groups of regional partners/agencies such as LUHRT (Land Use Health Resource Team) with public health professionals, the Growth Trends Steering and Urban &amp; Rural Services Management committees, Land Use Group, and various project groups and subcommittees.</p>

		<p>Assist in data collection to inform sustainable land use planning (i.e. Plan Resource Guide and Health Impact Assessment Tool).</p> <p>Co-host the Land Use Health Resource Team and build its regional participation.</p> <p>Research funding options for long-term support of Land Use Program.</p>	
<p><b><u>Environment</u></b></p> <p><b>Greater Lansing Regional Committee for Stormwater Management (GLRC)</b></p>	<p>The GLRC provides a regional forum to ensure the region's surface waters are managed well through stormwater pollution prevention. The GLRC also lends support to administrators of municipal separate storm sewer systems (MS4s) as MDEQ permittees.</p> <p>Increase public and municipal awareness of stormwater challenges and opportunities throughout the region.</p> <p>Develop and distribute public facing educational materials, facilitate municipal staff training events, and assist in MS4 program development and implementation.</p> <p>Assist regional partners and watershed groups in a variety of programs aimed at protecting and increasing access to the region's surface water resources.</p>	<p>Administer permit-required regional survey. Evaluate public's stormwater awareness and shape public education campaign to address identified knowledge gaps.</p> <p>Perform/facilitate permit-required staff training events (Media Staff, Nested Entities, IDEP, Post-Con Review).</p> <p>Provide public education activities for Stormwater and watershed management (rain barrel workshop, presentations, seminar exhibits, class-room talks).</p> <p>Continue to assist members with DEQ audits and MS4 program implementation.</p> <p>Seek funding to implement the Red Cedar and Middle Grand River Watershed Management Plans.</p> <p>Coordinate with tri-county area waterfront communities to seek State designation of the Grand River Water Trail.</p>	<p>Support/facilitate stormwater committee members' MS4 program implementation.</p> <p>Maintain aggressive outreach campaign based off the Tri-County Water Policies &amp; Programs Guide.</p> <p>Assist jurisdictions and private riparian property owners in seeking state water trail designation of the Grand River, and help them achieve DNR Trust Fund grant eligibility via plan development.</p> <p>Provide technical assistance to member communities.</p> <p>Serve in an advisory capacity to various regional committees and working groups (Waterfront Development Master Planning committee, North Lansing Dam Removal working group, etc.).</p>

<p><b><u>Environment (cont.)</u></b></p> <p><b>Groundwater Management Board (GMB) and Groundwater Technical Advisory Council (GTAC)</b></p>	<p>The GMB provides a forum for coordination of groundwater matters in the tri-county region, including reviewing and providing recommendations to land use and/or water development projects which may have significant impact on groundwater management and quality.</p> <p>The GMB works toward implementation of regional Wellhead Protection Plans, developing and/or updating the Plan, including associated work programs, strategies, and other documents.</p> <p>The GMB seeks funds and financing mechanisms to implement Wellhead Protection Plans</p> <p>The GMB seeks to promote effective and sound groundwater management policies in the tri-county region.</p> <p>The GTAC provides technical assistance and policy recommendations to GMB member units.</p>	<p>Raise awareness of the importance of groundwater protection, including current groundwater protection tools for local elected officials, commissions, boards, and civic and business groups.</p> <p>Provide training and education for regional planners, engineers, and decision makers in the use of the Wellhead Protection Viewer/Potential Contaminant Source Inventory in a cloud-based system.</p> <p>Update regional Wellhead Protection Plans to DEQ.</p> <p>As part of the Groundwater Quality Study, begin testing the drinking well-water of private wells in Ingham County, ensuring the water is safe for human consumption.</p> <p>Ensure ongoing regional projects are closely monitored to assure safe and clean drinking water for the region’s citizens.</p> <p>Seek Groundwater Guardian designation for 24<sup>th</sup> straight year, highlighting GMB’s role and effectiveness in protecting the region’s groundwater and drinking water supply.</p> <p>Build additional partnerships to raise awareness of initiatives.</p>	<p>Conduct bi-monthly GMB and GTAC meetings with members and interested stakeholders to address regional groundwater issues, projects, etc.</p> <p>Develop presentations for the public, private, and civic sectors on the importance of groundwater protections, GMB tools, and case studies.</p> <p>Secure an Information Technology firm to transfer WPV/PCSI data and software to cloud-based or other virtual server, including developing security measures for granting access to data and training materials, such as usernames and passwords, for secure access and updating of data.</p> <p>Measure results of increased use of the Wellhead Protection Viewer/ Potential Contaminant Source Inventory (greater knowledge, consideration, and understanding when decisions impacting groundwater and wellhead protection areas are made).</p> <p>Write and submit updated Wellhead Protection Plans to MDEQ for review.</p>
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<p><b>Greater Lansing Area Clean Cites (GLACC)</b></p>	<p>The Greater Lansing Area Clean Cities (GLACC) supports and promotes the Department of Energy’s Clean Cities program, focusing on petroleum reduction, outreach and education, and the promotion of alternative fuels vehicles and technologies.</p>	<p>Continue supporting the DoE’s OEPT grant through outreach, education, and performance tracking, including peer-to-peer networking.</p> <p>Coordinate with Clean Cities partners to implement alternative fuels vehicles/zero-emissions vehicles, including through Volkswagen Settlement activities and funding.</p>	<p>Seek additional funding and partnerships to expand Groundwater Quality Study.</p> <p>Submit quarterly and annual reports, including tracking of alternative fuels stations and prices at Alternative Fuels Data Center.</p> <p>Communicate with GLACC Board regarding initiatives.</p>
<p><b>Midwest EVOLVE (Electric Vehicle Opportunities: Learning, eVents, Experience)</b></p>	<p>Midwest EVOLVE works to promote electric vehicles and associated infrastructure in mid-Michigan by educating consumers, as well as public and private fleets, on the performance and environmental benefits of electric vehicles.</p>	<p>Develop additional partnerships to assist with alternative fuel corridor development and designation.</p> <p>Expand GLACC’s membership base through fundraising.</p> <p>Utilize existing and build additional partnerships to collaborate on Midwest EVOLVE activities and events.</p>	<p>Plan and participate in Clean Cities events, Midwest EVOLVE events, and M2M meetings to further the objectives of each.</p> <p>Collect survey data on perceptions of electric vehicles and charging infrastructure, including barriers to purchasing.</p>
<p><b>Michigan to Montana (M2M) Alternative Fuels Corridor Project</b></p>	<p>The M2M project will establish community-based partnerships and provide the structure necessary to implement a successful deployment of alternative fuel stations (including EVSE, CNG, biofuels, and propane stations) and alternative fuel vehicles along I-94.</p>	<p>Build partnerships to form M2M planning to determine market for alternative fuels infrastructure and vehicles along I-94.</p> <p>Identify gaps in alternative fuels infrastructure to plan future deployment of charging stations.</p> <p>Work closely with MDOT and local municipalities on alternative fuels signage deployment and location.</p>	

<p><b><u>Administration</u></b></p> <p><b>Communications</b></p> <p><b>Finance</b></p> <p><b>Clerical</b></p>	<p>Educate the public and local partners about TCRPC’s programs, their initiatives, and how they interrelate and fulfill our regional mission.</p> <p>Engage the public in citizen participation and feedback opportunities when planning for the region.</p> <p>Build our public image and professional credibility within the region to increase recognition of the TCRPC brand, expand understanding of our role in communities, and establish TCRPC as a knowledge hub and thought leader.</p> <p>Provide accurate and timely financial reports to Commission and Staff</p> <p>Increase awareness of budget process with Commissioners</p> <p>Provides direct administration and secretarial support to the Executive Director, Commission, Committees, and Programs</p>	<p>Launch new TCRPC website with improved design/layout, organization, navigation and interface experience.</p> <p>Explore new social media content and outreach ideas (e.g., with new website- blogging).</p> <p>Outreach &amp; promotional activities for the 2045 Regional Metropolitan Transportation Plan, <i>Moving Mid-Michigan</i>, in coordination with the transportation program team.</p> <p>Explore revamping of branding and promotional materials, such as “swag,” letterhead layout and design, colors/logo, photo collection, etc.</p> <p>Improve TCRPC involvement with public-facing initiatives, including attending events, participating in local agency work groups, volunteering with like organizations (MTPA), etc.</p> <p>Establish concrete mission, vision, and core values.</p> <p>Start preparing a multi-year budget projections to show the sustainability of programs.</p> <p>Evaluate contact database (Act!) effectiveness; possible alternatives; uses</p>	<p>Continue to develop social media presence and quality content (e.g., Facebook, Twitter, LinkedIn, YouTube)</p> <p>Collaborate with programs for promotional and educational materials as needed, including flyers, eMarketing, surveys, brochures, events, etc.</p> <p>Continual use of plain language in marketing materials</p> <p>Press and media management (e.g., crisis communications, event announcements, press releases)</p> <p>Catalog procedures and activities that fulfill our adopted Public Participation Plan and compliance requirements</p> <p>Adopted FY 2018 Budget in September 2017</p> <p>Transcribe and distribute meeting materials (notices, packets, communication materials) of the Commission, its Committees, and TCRPC’s Programs and Initiatives</p>
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