



American Planning Association

Making Great Communities Happen

APA DIVISIONS COUNCIL

FY 2018 ANNUAL DIVISION PERFORMANCE REPORT

NOVEMBER 15, 2018

Division: Regional and Intergovernmental Planning Division (RIPD)

Chair (or primary author if not Chair): Mark VanderSchaaf (Chair)

1. Workplans and Budgets

Our Workplans and Budgets for FY2018 and FY2019 reflect activities undertaken by new Executive Committee (which took office in January 2017) to solidify and advance previous accomplishments of RIPD. See attachments (Appendices a. and b.). In FY2018, RIPD administered a conservative budget with actual expenses well under proposed expenses. For FY2019 RIPD will continue advancing policy emphases established in FY2018, while exploring new emphases and strengthening its communications efforts, particularly for new members.

2. Communications

RIPD's Executive Committee appointed Becky Bradley to be the Division's Communications Officer in 2017. Under her leadership, the Executive Committee approved an initial Communications Strategy, most recently updated on January 23, 2017, which outlined four goals and appropriate actions to achieve them: (1) Promote the work of the Division and regional and intergovernmental planning; (2) Engage Division membership, planning community and public generally about regional and intergovernmental planning; (3) Support the work of the Division and Division membership through regular and reliable communications; and (4) Assist with membership growth by communicating the value of the Division.

FY2018 Actions in support of this strategy include:

- a. Newsletter (See Appendix c): During FY2018, RIPD used APA's MailChimp intensively to publish eleven e-newsletters which combined news with articles exploring issues in greater depth. Publication dates were November 6, 2017; January 1, 2018; February 16, 2018; March 1, 2018; March 16, 2018; April 4, 2018; April 11, 2018; April 17, 2018; April 26, 2018; May 5, 2018; and September 6, 2018.
- b. Website updates: RIPD collaborated with APA to prepare for a changeover to a new system for updating website material. That process took longer than expected so no

changeover of our website was possible in FY2018. Instead, we focused on updating our opening statement and photograph, and adding content to our website. Most notably, we documented the work of our annual Regional Livable Communities Forum from its inception in 2014 through 2018.

c. e-blasts:

In addition to our e-newsletter, RIPD released an e-blast during FY2018 to welcome new student members shortly after APA's shift to free student memberships began to result in substantial growth in division membership numbers. The email we crafted for this e-blast was identified as a "best practice" in the Student Membership white paper released by the Divisions Council and featured at the luncheon during the Fall Divisions Council meetings in Washington, DC (See Appendix d. below).

d. Social media sites:

RIPD owns and maintains a LinkedIn site with 118 current members.

e. Membership surveys:

RIPD conducted two formal surveys during FY2018.

As part of our "Regional Planning for Integrated Water Management" program, we conducted a survey in May-June of members and other key contacts to determine policy issues and promising practices relating to this emerging trend. A total of 45 responses were received with relatively even participation in most regions across the U.S., with the exception of the Mountain West and Great Plains regions which saw a lower response rate. There was a good distribution of responses across disciplines, with the greatest number of responses representing either local or regional planning agencies, or other types of planning work. Over 60 percent were aware that their state had a water resources management plan with evidence of integrated water planning at the state level covering some issues, particularly water supply and stormwater. At the regional level, approximately 46 percent of respondents had a regional water resources management plan, with similar results in terms of integration across water issues. The survey showed a high degree of stakeholder involvement in planning for water at both the state and regional levels. [Appendix e.]

We also conducted a general membership survey in September 2018 to help guide the work of the new 2019-2020 Executive Committee. Survey questions were designed to elicit responses from new student members about their needs, to obtain input on continuation of the Livable Communities Forum, and other proposed RIPD activities. However, we received a very low response rate of 16 responses. As a result, the survey was re-issued in November. [Appendix f.]

- f. Specific outreach for volunteer opportunities: In FY2018 RIPD engaged with students interested in serving as a representative to our Executive Committee, and with regular members interested in helping with a FY2019 Membership Program.
 - g. Other: The RIPD Division was featured prominently in “Connecting to Regional Planning,” an article published in the February 2018 issue of *Planning* magazine. The RIPD Division prepared a hard-copy brochure to be used at NPC18 to publicize RIPD conference sessions, our annual meeting, and our reception.
3. **Annual National Planning Conference Activities**
- a. General sessions, facilitated discussion, mobile workshops, or other:

Members of the Division’s Executive Committee conducted three events at NPC18.

 1. Sharon Rooney gave a “lightning talk” PowerPoint presentation in the APA Pavilion on the RIPD’s 2018 Divisions Council Product Grant to develop a policy handbook on regional water planning for climate resilience. She provided an overview of the project’s goals and objectives and existing APA policies on water and climate, introduced the One Water perspective, described the project team, including student participants and regions to be examined. She outlined a project schedule to complete the handbook by the end of the calendar year and invited the audience to participate in a survey being conducted as part of the project.
 2. Mariia Zimmerman moderated a session on “Implementing Sustainability Plans and Livable Community Programs” (NPC 188191) featuring speakers from the Metropolitan Transportation Commission (Ken Kirkey), the Mid-America Regional Council (Beth Dawson), and the North Central Texas Council of Governments (Shawn Conrad). The session was well attended and dove into the details of how three regions with very different political and institutional structures are addressing regional planning needs that cross transportation, housing, economic development and social equity issues. Each of the presenters provided specifics on their programs, performance measures, and organizational structures designed to bridge suburban, urban and rural local community issues across a regional scale.
 3. Mark VanderSchaaf moderated a session on “Regional Planning for Arts and Culture” (NPC188192) featuring speakers from Boston’s Metropolitan Area Planning Council (Jenn Erickson), the Chicago Metropolitan Agency for Planning (Stephen Ostrander), and the Puget Sound Regional Council (Ben Bakkenta). This session was the first-ever NPC presentation highlighting a this new “emerging trend.” The session was well-attended, and received an overall rating of 4.29 on a 5.00 scale with session participants endorsing this trend as an emphasis of the Division.

In addition, the Executive Committee took advantage of APA’s new session endorsement policy to endorse the following NPC18 sessions:

4. Complete Streets: Regional Planning, Local Implementation (188049)
 5. Diversity in Practice (NPC188067)
 6. Healthy Regions Realized (NPC188103)
 7. Upcycling Infrastructure: Transforming Connections and Communities (NPC188241)
- b. Annual Business Meeting:

RIPD's Annual Business Meeting was held on Sunday, April 22, 4-5:30 pm at the Riverside-Royal Room of the Hilton Hotel in New Orleans, during NPC18. See attached Business Meeting notes, which includes attendance list (Appendix g.).

- c. Staffing of the Divisions Council booth at the direction of the Divisions Council:

RIPD Chair Mark VanderSchaaf staffed the Divisions Council booth from 9am – 10am on Sunday, April 22.

4. **All Other Events/Programs**

- a. Education programs (including webinars, events at local APA conferences, events co-sponsored with other organizations, etc.):

The Division again sponsored a Regional Livable Communities Forum to bring together planners working in MPOs and regional planning agencies to share emerging best practices for how their agencies are supporting innovative local implementation strategies that align with regional plans and goals. The day-long Forum was attended by 54 participants representing a range of regional agencies from metropolitan planning agencies to regional councils of governments, local governments and consultants from large and medium size metropolitan areas. Panels explored a range of topics important to regional planners, including such issues as planning for resiliency which focused on efforts in New Orleans, Houston-Galveston, and South Florida; strategies to coordinate land use and transportation with a focus on Seattle, Gary-Indiana and the Boston regions; emerging federal policies and new guidance from USDOT, HUD and Treasury; breaking down silos to address critical and interrelated emerging trends in the regional planning process; and regional approaches to emerging housing needs and challenges which focused on efforts in Minneapolis-St Paul, Portland, Oregon, Salt Lake City, Los Angeles, and Atlanta. Over a working lunch, participants discussed the different ways their regions and agencies are tackling the challenge of long-range planning and capital budgeting in a time of fiscal uncertainty.

- b. Networking/social events (events at local APA conferences, events co-sponsored with other organizations, etc.)

RIPD held a joint reception with the County Planning Division during NPC18. It was held on Sunday, April 22, from 6-8 pm, at Flamingo A-Go-Go, 869 Magazine Street, New Orleans.

- c. Recognition events/programs:

At our annual meeting, Mariia Zimmerman (Vice Chair for Metropolitan and Regional Policy) was honored for her work in organizing the Regional Livable Communities Forum in past years.

- d. Awards you give out (student papers, scholarships, diversity, etc.):

No awards given in FY2018, but student contributions were sought and honored for their role in advancing the “Regional Planning for Integrated Water Management” program and the policy guide under preparation.

- e. Any Division management meetings/conference calls:

The RIPD Executive Committee held regular monthly, one-hour conference call meetings to coordinate its work program progress. In addition, conference call meetings were held with program committees as needed to prepare for the annual Livable Communities Forum, to begin launching new programs focusing on regional strategies for climate change mitigation and adaption, and regional strategies to elevate arts and culture. Also, conference call meetings of the Communications Committee were conducted.

- f. Other events:

None in FY2018

5. **Membership**

RIPD’s membership in FY2017 was 618, growing to 1,252 in FY2018, an increase of 103 percent. For the total of all divisions, the percentage growth rate during the past fiscal year was 99 percent, so RIPD exceeded the Divisions Council average. As was the case with all divisions, RIPD’s explosive growth was especially fueled by a large increase in student members.

During FY2018, our membership participated in three RIPD committees: a Regional Livable Communities Committee (convened by Mariia Zimmerman and Amy Cotter), a Regional Planning for Integrated Water Management Committee (convened by Sharon Rooney), and a Communications Committee (convened by Becky Bradley).

6. Division Assistance Programs

As part of the process of preparing this report, RIPD members were surveyed in an e-newsletter on October 31, 2018, regarding their involvement in Division assistance. The following are responses received.

- a. Assistance to other APA divisions, chapters, students, staff, CPAT's, or general membership:
- b. Assistance in response to external requests: Layton Olson, Facilitator of the Internet Public Trust, provided resources in support of consensus building for "Smart and Connected Communities in the Digital Age" to a variety of organizations including civic advocacy and resource development networks in Illinois, Michigan, Alabama, California and New Jersey
- c. Members quoted or cited in a publication: Gary Becker, the Executive Director of the Local Government Institute of Wisconsin, published an article entitled "Local Governments Collaborating – Imagine That," in the October 2018 issue of *The Municipality*; Joe Feinberg, AICP, published several letters to the editor of the Washington Post regarding overdevelopment and the extent to which it contributes to further congestion, air pollution, and related environmental problems

7. Research and Publications

To continue the mission of the Regional and Intergovernmental Planning Division (RIPD) to provide Division members and APA at large with best practices in regional and intergovernmental planning, the RIPD Executive Committee launched a project in 2018 to more thoroughly examine emerging trends in regional climate change mitigation and adaptation planning highlighted in the PAS report. The Division's research focuses on water-related issues that are being impacted by climate change identified in APA's 2016 Water Policy Guide focused on five distinct regions in the U.S.

To assist with our effort to conduct this research, we engaged with students and faculty at the University of Minnesota Humphrey School of Public Affairs and at the University of Washington, and applied successfully for a Divisions Council product grant to produce a Handbook for Division members. Our goal is to complete the Handbook by December 31, 2018.

The Division is actively supporting APA's Infrastructure Task Force, created by President Bowen in December 2017. RIPD members Dan Reuter and Rich Hall belong to the Task Force, while Maria Zimmerman is acting as its Chair.

8. Elections

Our Division held elections for 2019-2020 offices in October of 2018. The Nominating Committee for candidates consisted of Lee Schoenecker (chair), Dan Reuter (chair), Robert Leiter, and Lee Schoenecker.

The slate of candidates ran unopposed, and winners were as follows:

- Chair, Sharon Rooney, AICP
- First Vice Chair, Ken Kirkey
- Vice Chair for Metropolitan and Regional Planning, Carolyn Grossman Meagher
- Vice Chair for Federal Policy, Brad Calvert
- Vice Chair for State Planning, Ralph Willmer, FAICP
- Secretary-Treasurer, Nicole McCall

The officers of the Division previously selected Becky Bradley to be the Division's Communications Officer and in 2018 selected Kyle Smith to be the Student Representative to the Executive Committee for that year. Immediate Past Chair Mark VanderSchaaf will continue to serve on the Executive Committee.

9. **Financial Report**

As requested, we are providing the Financial Report for FY2018 in Appendix h. below. As is evident from this report, we are ending FY2018 with a substantial balance of \$7,159.08, an amount higher than the FY2017 ending balance of \$5,730.30. We were intentionally frugal in FY2018 to ensure that we would have resources to support an important new program (the emerging trends in regional climate change mitigation and adaptation planning project discussed in Item #7 above), and to continue supporting the annual Livable Communities Forum discussed in Item #4.a. above.

10. **Bylaws**

RIPD adopted a major overhaul of its bylaws in FY2017, following APA's latest Model Divisions Bylaws (See Appendix i. below). The draft bylaws were prepared by the RIPD Executive Committee under the leadership of the Chair, reviewed by RIPD membership, and adopted at RIPD's annual meeting. No changes were made in these new bylaws in FY2018.

11. **Divisions Council Meetings**

As chair, Mark VanderSchaaf attended and represented the Division at all three Divisions Council meetings: February (virtual), April and September.

12. **APA Development Plan**

In FY2018 RIPD focused on three initiatives consistent with APA's Development Plan strategies of being relevant, nimble, and out in front of issues and trends; and, to advance sustainable planning and other best practices. The first initiative was to develop a policy handbook for Division members and other related professions on promising regional approaches to integrated water management to address climate change. Second, RIPD continued to provide leadership and support for the fifth consecutive year to conduct an annual regional livable communities' forum just prior to the APA national conference. This day-long event, also sponsored in 2018 by the

Lincoln Institute of Land Policy and led by Division Executive Committee members Mariia Zimmerman, Amy Cotter, and former RIPD Chair Lee Schoenecker, provided an opportunity for regional planners across the country to share best practices in regional land use and transportation plans and strategies, as well as other issues involving multi-partner collaborations to implement regional plans. RIPD will continue to provide financial support and leadership to help the program evolve in FY2019 to encompass new and emerging issues and trends. Third, RIPD continued to provide high-quality educational products and conferences by identifying a new emerging trend – regional planning for arts and culture – as an ongoing program that we will support in the coming years. Through the efforts of Mark VanderSchaaf, outgoing RIPD Chair, RIPD conducted a well-attended and well-received presentation on the subject at NPC18 in New Orleans. Mark has developed a proposed workplan and budget for FY2019 that will provide scholarships for student assistance to support development of a survey instrument and other educational materials. Finally, RIPD continues to strive to be responsive to our members by developing a sound program for growth and retention strategies for our membership, particularly the large number of student members that have joined the Division this year.

13. Division Challenges

Three challenges are especially notable as we transition from FY2018 to FY2019:

1. **Communications:** Our biggest Communications challenge regards populating our website, and taking better advantage of other social media tools. We were expecting an imminent change in technology allowing us to make our own revisions to the website but eventually learned that those changes are rolling out very slowly – consequently we plan to keep updating our website the old-fashioned way by reporting needed changes to our APA liaison.
2. **Membership:** We are heartened by the explosive growth in student members, and also by a significant increase in our non-student membership in FY2018. Now the challenge for us is to implement programs that will enable us to serve our growing membership base well. To that end, we have enlisted two talented RIPD members to help with this process: Bridget Callea and Troy Hayes. Bridget is a planner at WGI, where she works predominantly in the public realm in the state of Florida and other southeastern states. She recently completed her Masters (May 2018) in the Department of Urban and Regional Planning at Florida State University and joined RIPD as a student member when the email invitation came out from APA last year. Troy is a planner with extensive experience in the public, private and research sectors. He is the Founder and Managing Director of Troy Planning + Design a planning, urban design and architectural consultancy based in Portland Oregon with three offices in the United Kingdom (London, Manchester and Hampshire). He is a member of the American Institute of Certified Planners (AICP) and a chartered member of the Royal Town Planning Institute (MRTPI). Together, they will be focusing especially on the use of social media to enhance communications with new members, with a goal of retaining new non-student members, and transitioning student members into regular non-student members.
3. **New Executive Committee:** This is a happy challenge to have, as we are quite excited about the new team that will comprise the Executive Committee. Our challenges with the new committee will be team-building, and also logistics. Of note, each of the new Executive Committee members has been involved in past years designing and attending the Division's

Livable Communities Forum which also suggests that event is useful to growing our leadership pipeline and involving members within Division work. Our current Executive Committee is comprised primarily of East Coast planners, which facilitated coordination but also didn't take full advantage of perspectives from the rest of the country. Our new Executive Committee includes members from Massachusetts, New York, Pennsylvania, Washington DC, Minneapolis-Saint Paul, Denver, and San Francisco, providing a rich geographical diversity. With our new First Vice Chair (Ken Kirkey) hailing from San Francisco, the site of NPC19, we especially want to take full advantage of the opportunities for our division that his leadership will present.

14. **Shout it from the Mountains**

Six Highlights for RIPD's FY2018:

1. Robust growth: As documented above, our division grew substantially in FY2018, both in student memberships and in regular paying memberships. Our combined membership percentage growth of 103 percent surpassed the Divisions Council total growth of 99 percent.
2. Reputation as a generator of "best practices" in student engagement. Chair Mark VanderSchaaf contributed to the Divisions Council white paper on student engagement, which highlighted our division's student welcome letter and student engagement work program as best practices. As described in Item #13 above, we now have a strong pair of division members preparing to advance a strong program to retain new members and transition student members into regular members.
3. Evolution of the Regional Livable Communities Forum. After five years, this one-day event has become institutionalized as an annual attraction for leaders in the field of regional planning. In its early years, the forum focused especially on integrating transportation and land use issues. In 2018, it began to expand to consider how collaborative partnerships are working to implement programs addressing a broader range of regional issues. Attendance has steadily grown and each year the Forum receives strong evaluation responses that also help to inform future programs.
4. Development of the "Regional Strategies for Climate Change Mitigation and Adaptation" program, which was launched in FY2017 under the direction of RIPD First Vice-Chair Sharon Rooney. In FY2018 his program gained a partner in the form of the University of Minnesota's Humphrey School of Public Policy that offered a graduate student capstone course focusing on integrated regional water management strategies. The program also benefited from the work of another student member who prepared a case study of integrated water management in Texas. The program received an APA product development grant and its work contributed both to NPC18 (talk at the APA booth) and to APA's Water and Planning Connect conference.
5. Launch of a "Regional Planning for Arts and Culture" program. This program is under the direction of RIPD's chair, Mark VanderSchaaf, the retired regional planning director of the Minneapolis-Saint Paul Area Metropolitan Council, a founding member of APA's Arts in

- Planning Interest Group, and now a part-time placemaking consultant for Forecast Public Art. The initial activity of this program was an NPC18 session as described in Item #3 above. It is slated for further development in FY2019 via a project to document regional planning agencies with arts and culture programs, and to identify multi-jurisdictional efforts to create public art in transit and bicycle/pedestrian corridors.
6. Ongoing efforts to identify, analyze and help guide a variety of “emerging trends in regional planning.” The policy-related programs described above are all an outgrowth of a determination on the part of our Executive Committee to continually grow the work represented in the 2017 *Emerging Trends in Regional Planning* PAS report. At our 2018 annual meeting, guidelines were adopted to shape how additional programs will be created in the future (see attached Appendix j).

Appendices:

- a. FY 2018 Work Plan with Approved Budget
- b. FY 2019 Work Plan with Proposed Budget
- c. FY 2018 Newsletters
- d. New Student Welcome Email
- e. 2018 Survey: Water Management
- f. 2018 Survey: General Membership
- g. Annual Business Meeting Notes and Attendance List
- h. FY 2018 Financial Report
- i. RIPD Bylaws
- j. Criteria for Establishing RIPD Program Areas

Appendix A

FY 2018 Work Plan with Approved Budget

Appendix a. Regional and Intergovernmental Planning Division
FY 2018 Work Plan and Budget
11/15/2017

| <i>Policy/Goal and Tasks</i> | <i>Action</i> | <i>Timeframe</i> | <i>Responsible Parties</i> | <i>Budget (Ongoing)</i> | <i>Budget (Startup, One-Time and Contingency)</i> | <i>Total Budget</i> |
|--|---|---|---|-------------------------|---|---------------------|
| 1. Communications | | | | | Total: | \$250.00 |
| A. Establish Communications Officer and Communications Committee | a. Determine responsibilities for Communications Officer; Recruit Communications Officer | January 2017 | Executive Team, Division Chair | | | |
| | b. Recruit and establish Communications Committee | February | Communications Officer | | | |
| B. Publish electronic newsletter (E-Journal) at least twice a year | a. Ongoing solicitation of information, articles & writeups | Ongoing | Communications Officer, Division Chair, Executive Committee | \$ 250.00 | | \$ 250.00 |
| | b. Newsletter published and distributed | June, December | Communications Officer, Division Chair, Executive Committee | | | |
| C. Publish an e-blast news brief for members (E-News) on a regular basis | a. Ongoing solicitation of information, articles and write-ups | Ongoing | Communications Officer, Division Chair, Executive Committee | | | |
| | b. Regular transmittal (6 times annually) | Odd numbered months, beginning in January | Immediate Past Chair initially, then Communications Officer | | | |
| D. Expand Division website to include new content | a. Post division-related communications and information on website | Ongoing, beginning in March | Communications Officer, Division Chair, Executive Committee | | | |
| | b. Post division-sponsored presentations on website | Ongoing, beginning in March | Communications Officer, Division Chair, Executive Committee | | | |
| E. Establish and maintain social media links | a. Upgrade and maintain Division LinkedIn site | Ongoing, beginning in March | Membership Officer | | | |
| | b. Pursue other possible social media links | | Membership Officer, Membership Committee | | | |
| F. Executive Committee communication | a. Monthly conference calls of the full Executive Committee | Ongoing | Division Chair | | | |
| | b. Other communication coordinated as needed, such as Division committees working on specific tasks | Ongoing | Division Chair | | | |
| 2. Education and Advocacy | | | | | | \$0.00 |

| | | | | | | |
|--|---|-------------|---|-----------|-----------|--------------------|
| A. Coordinate one By-Right Division session at National Conference | a. Solicit By-Right session proposals from Division members and Executive Committee | June - July | 1st Vice-Chair, Communications Committee | | | |
| | b. Executive Committee selects conference proposal | July 2017 | 1st Vice-Chair | | | |
| | c. Submit complete proposal and identify speakers | August | 1st Vice-Chair | | | |
| | d. APA notifies Division of decision | December | NA | | | |
| | e. Coordinate with speakers to register for conference, prepare PPTs, submit bios | January | 1st Vice-Chair | | | |
| | e. Finalize PPTs. | 1-Apr | 1st Vice-Chair | | | |
| B. Conduct one facilitated discussion or presentation at annual Policy and Advocacy conference or AICP symposium | a. Work with APA staff on potential topics | Mar-June | Chair/1st Vice-Chair, Communications Committee | | | |
| | b. Submit proposal | July-Aug. | Chair/1st Vice-Chair | | | |
| | c. Arrange speakers and prepare PPTs | Aug.-Sept. | Chair/1st Vice-Chair | | | |
| | d. Finalize PPT | Sept. | Chair/1st Vice-Chair | | | |
| 3. Division Meeting | | | | | | \$ 500.00 |
| A. Strive for high attendance at annual meeting (at National Conference) | a. Develop agenda and program for annual meeting | March | Chair/Executive Committee | | | |
| | b. Advertise meeting through various communication avenues, including newsletter, e-blast, direct email invitation to members by Division chair, Division website | April | Chair, Communications Officer | | | |
| | c. Hold joint reception with other divisions | May | Chair/Immediate Past Chair | | \$ 500.00 | \$ 500.00 |
| 4. Outreach & Division Activities | | | | | | \$ 7,400.00 |
| A. Regional planning support | a. Provide funds as needed to promote regional planning education by providing webinars, roundtables, small grants, etc. | Ongoing | Division Chair, Executive Committee | \$ 150.00 | \$ 350.00 | \$ 500.00 |
| B. State Planners Collaborative | a. Support ongoing program to promote RIPD by planners working for state planning agencies through survey related to water management/climate change project | Ongoing | Membership Officer and Membership Committee, Division Chair and Executive Committee | | | |
| C. Free webinars on issues of shared intergovernmental interest such as water and climate change | a. Division to sponsor at least one webinar that is free to Division members; budgeted amount is for AICP CM provide annual fee | TBD | Communications Officer/1st Vice-Chair | \$ 100.00 | | \$ 100.00 |
| D. Cooperation and other interaction with other organizations and groups advancing regional planning | a. Ongoing coordination and information sharing with other regional planning groups, including AMPO and NARC in order to develop national priorities for supporting regional planning | TBD | Division Chair and Executive Committee, Vice Chair for Regional Policy | | | |
| E. Develop Policy Handbook on Best Practices in Water Resource Management to Address Climate Change | a. Develop contract and scope of work with University of Minnesota Humphrey School of Public Affairs for capstone project | Jan. | 1st Vice-Chair | | \$ 500.00 | \$ 500.00 |

| | | | | | | | |
|--|--------------|---|--|----|----------|----|----------|
| b. Conduct research and prepare background section on U.S. water and climate change policy, issues surrounding water quantity and quality in five eco-regions of U.S.: East Coast, West Coast, Midwest, Desert Southwest, and Gulf Coast | Jan. - Mar. | 1st Vice-Chair | | \$ | 500.00 | \$ | 500.00 |
| c. Design and distribute survey to gather information on potential case studies to the following: regional planning agencies o APA Water and Planning Network o APA Divisions o APA State chapters | Mar.-Apr. | Executive Committee, Vice Chair for Regional Policy, Communications Officer | | \$ | 500.00 | \$ | 500.00 |
| d. Review results of survey w/Executive Committee and University of Minnesota | June | 1st Vice-Chair | | | | | |
| e. Provide oversight of student work | Jan. - May | Chair, 1st Vice-Chair | | | | | |
| f. Announce availability of summer internships for students to work on water/climate change case studies on website and through E-news | Mar. - Apr. | 1st Vice-Chair, Communications Officer | | | | | |
| f. Select students for summer internships and monitor progress | June - Aug. | Chair, 1st Vice-Chair | | \$ | 2,000.00 | \$ | 2,000.00 |
| g. Integrate student work into draft report with recommendations | Sept. - Oct. | 1st Vice-Chair | | \$ | 500.00 | \$ | 500.00 |
| h. Prepare final Policy Handbook | Nov.- Dec. | 1st Vice-Chair, Chair | | \$ | 500.00 | \$ | 500.00 |

| | | | | | | | |
|---|--|-----|--|----|----------|----|----------|
| F. Continue coordination of MPOs having Regional Livable Communities Programs | a. Hold a Regional Livable Communities Forum on May 5 in NYC, a day before the start of the APA 2017 national conference | May | Dan Reuter, Amy Cotter, Mariia Zimmerman | \$ | 2,300.00 | \$ | 2,300.00 |
|---|--|-----|--|----|----------|----|----------|

b. Complete a survey of MPOs having regional livable communities

c. Follow development of current federal transportation legislation concerning regional livable communities considerations

| 5. Membership | | | | | | \$0 | |
|--|--|----------------|---|----|----------|--------------------|----------|
| A. Continue to pursue plan to expand membership and involve new student members | a. Prepare a membership plan | Jan. - Mar. | Membership Officer and Membership Committee, Division Chair and Executive Committee | | | | |
| | b. Conduct survey of existing membership to determine their needs | April - May | Membership Officer and Membership Committee, Division Chair and Executive Committee | | | | |
| | c. Communicate with existing membership via various media | Ongoing | Membership Officer and Membership Committee, Division Chair and Executive Committee | | | | |
| | d. Identify and recruit prospective members | Ongoing | Membership Officer and Membership Committee, Division Chair and Executive Committee | | | | |
| | e. Improve website for interactive ability on relevant issues and to link to related sites | Ongoing | Communications Officer | | | | |
| | f. Implement membership plan | Ongoing | Membership Officer and Membership Committee, Division | | | | |
| 6. Leadership Meetings | | | | | | \$ 1,500.00 | |
| A. Attend spring and fall leadership meetings | a. Division Chair or proxy attends spring and fall leadership meetings | May, September | Division Chair or proxy | \$ | 1,500.00 | \$ | 1,500.00 |
| | b. Chair reports on outcomes to Executive Committee and members | | Division Chair or proxy | | | | |
| B. Continue to encourage entire Division Executive Committee to attend national conference | a. Division Chair promotes national conference participation | | Division Chair and Executive Committee | | | | |
| 7. Contingency Reserve | | | | | | \$1,080.30 | |
| A. Maintain a minimum amount of funds | a. Following APA Division Council recommendations, maintain a minimum \$1,000 contingency in Division. | | | \$ | 1,080.30 | \$ | 1,080.30 |
| TOTAL Budget: | | | | | | \$10,730.30 | |

Appendix B

FY 2019 Work Plan with Proposed Budget

**Appendix b. Regional and Intergovernmental Planning Division
FY 2019 Work Plan and Proposed Budget
11/15/2018**

| <i>Policy/Goal and Tasks</i> | <i>Action</i> | <i>Timeframe</i> | <i>Responsible Parties</i> | <i>Budget (Ongoing)</i> | <i>Budget (Startup, One-Time and Contingency)</i> | <i>Total Budget</i> |
|--|---|--|---|-------------------------|---|---------------------|
| 1. Communications | | | | | Total: \$500.00 | |
| A. Publish an E-newsletter for members (E-News) on a quarterly basis | a. Ongoing solicitation of information, articles and write-ups | Ongoing | Communications Officer with Communications Support Personnel, Division Chair, Executive Committee | | | |
| | b. Regular transmittal (4 times annually) | January, April, July, October | Communications Officer with Communications Support Personnel | \$500.00 | | \$500.00 |
| B. Update Division website to include new content | a. Post division-related communications and information on website | ongoing | Communications Officer with Communications Support Personnel | | | |
| | b. Post division-sponsored presentations on website | ongoing | Communications Officer with Communications Support Personnel | | | |
| C. Re-establish and maintain social media links | a. Maintain Division LinkedIn site | Ongoing | Membership Officer | | | |
| | b. Post blogs on regular basis | | Membership Officer | | | |
| D. Executive Committee communication | a. Bi-monthly conference calls of the full Executive Committee | Ongoing | Division Chair | | | |
| | b. Bi-monthly or as-needed Division committees conference calls | Ongoing, held during months of non-Exec | Division Committee Chairs | | | |
| 2. Education and Advocacy | | | | | \$0.00 | |
| A. Submit at least one session proposal for National Conference | a. Solicit session proposals from Division members and Executive Committee | May - June; coordinate with Communications Officer to solicit proposals in April | Vice-Chair, Communications Committee | | | |
| C. Endorse other proposals consistent with RIPD mission | b. Review draft proposals | July | Vice-Chair, Executive Committee | | | |
| 3. Division Meeting | | | | | \$ 439.11 | |
| A. Strive for high attendance at annual meeting (at National Conference) | a. Develop agenda and program for annual meeting | March | Chair/Executive Committee | | | |
| | b. Advertise meeting through various communication avenues, including newsletter, e-blast, direct email invitation to members by Division chair, Division website | April | Chair, Communications Officer | | | |

| | | | | | | |
|---|---|-----------------------------------|--|-------------|-------------|--------------------|
| | c. Hold joint reception with other divisions - make arrangements for location, time, coordinate with APA | Feb - April | Communications Committee | | \$ 439.11 | \$ 439.11 |
| 4. Outreach & Division Activities | | | | | | \$ 8,700.00 |
| A. Complete Regional Water and Climate Change Policy Handbook | a. Coordinate completion of case studies with contributors b. Complete draft handbook c. Review draft with APA d. Prepare final handbook | | Regional Water and Climate Change Committee | | \$ 2,000.00 | \$ 2,000.00 |
| B. Insert Regional Arts and Culture Project | a. Devise, administer and writeup results of survey of arts and culture programs in multi-county regional planning agencies b. Implement pilot project to identify plans and strategies for creating public art in multi-jurisdictional transit and bike/ped corridors | | Immediate Past Chair, Regional Arts and Culture Committee | | \$ 1,500.00 | \$ 1,500.00 |
| C. Continue to sponsor Regional Livable Communities forum | a. Develop program and speakers for the forum b. Prepare and distribute promotional materials c. Secure meeting space/food/refreshments d. Conduct the forum | Just prior to National Conference | 1st Vice-Chair, Livable Communities Committee | \$ 2,500.00 | \$ 2,700.00 | \$ 5,200.00 |
| 5. Membership | | | | | | \$0 |
| A. Maintain and/or increase Division membership | a. Implement membership plan for current members | Ongoing | Membership Committee, Executive Committee | | | |
| | b. Insert-methods to maintain existing student membership | Ongoing | Membership Committee, Executive Committee | | | |
| | c. Communicate with existing membership via various media | Ongoing | Membership Officer and Membership Committee, Division | | | |
| | d. Identify and recruit prospective members | Ongoing | Membership Committee | | | |
| | e. Improve website for interactive ability on relevant issues and to link to related sites | Ongoing | Communications Officer with Communications Support Personnel | | | |
| 6. Leadership Meetings | | | | | | \$ 1,600.00 |
| A. Attend spring and fall leadership meetings | a. Division Chair or proxy attends spring and fall leadership meetings | May, September | Division Chair or proxy | \$ 1,600.00 | | \$ 1,600.00 |
| | b. Chair reports on outcomes to Executive Committee and members | | Division Chair or proxy | | | |
| 7. Contingency Reserve | | | | | | \$1,019.97 |
| A. Maintain a minimum amount of funds | a. Following APA Division Council recommendations, maintain a minimum \$1,000 contingency in Division. | | | | \$ 1,019.97 | \$ 1,019.97 |
| TOTAL Budget: | | | | | | \$12,259.08 |

Appendix C
FY 2018 Newsletters

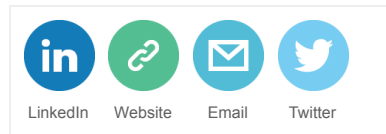
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American Planning Association Regional and Intergovernmental Planning Division

Making Great Communities Happen

E-News



In this Issue:

- Climate Change
- Chair's Message
- Spotlight on Regional Planning
- Save the Date for NPC 2018
- Water Needs Assessment Online Survey



Planners should consider climate change

At the time of this E-News, two of our nation's largest metropolitan areas have been devastated by the effects of Hurricanes Harvey and Irma. The frequency and intensity of these natural disasters are expected to continue and intensify because of climate change.

In the Division's recent PAS report, *Emerging Trends in Regional Planning*, we noted that "Most experts agree that climate change brought about by harmful greenhouse gas emissions and the warming of the Earth's atmosphere presents a major global threat with huge environmental, economic, and social implications. Climate change is a paramount challenge and the far-reaching and fundamental consequences for the economy, environment, public health, and safety are just now being fully understood.

With the growing interest in climate change, there has been a heightened awareness of potential impacts of climate change on public health, particularly in disadvantaged communities." (PAS 586, p. 57)

To continue the mission of the Regional and Intergovernmental Planning Division (RIPD) to provide Division members and APA at large with best practices in regional and intergovernmental planning, the RIPD Executive Committee is exploring opportunities to more thoroughly examine emerging trends in regional climate change mitigation and adaptation planning highlighted in the PAS report. The Division's research will focus on water-related issues that are being impacted by climate change identified in APA's 2016 Water Policy Guide: water quantity and quality – human uses; water in the West; stormwater and flooding; water resources in the environment; and, integrated water resource management. APA's Water Policy Guide recognizes the importance of water as a central and essential organizing element in healthy environments along with the importance of planning to ensure that land use, environmental and infrastructure planning for water will increase resilience to extreme events and climate change. However, the Policy Guide also acknowledges that new mechanisms for interdisciplinary efforts are critical to effective water management and protection of the water environment. As noted in the PAS report, regional planning has further advanced integration of complex related issues and is especially relevant when a broad set of planning concerns require coordination at a scale not matching the jurisdictional boundaries of any existing general-purpose government (federal, state, county, or city levels). The RIPD Executive Committee therefore supports this effort to provide practical advice for practitioners working at various regional scales about this complex and critical issue.

To assist with our effort to conduct this research, we hope to engage with students and faculty at the University of Minnesota Humphrey School of Public Affairs through a project next Spring and we applied for a Divisions Council product grant to produce a Handbook for Division members. Future editions of the E-news will include periodic updates and information about how members can get involved in this important project.

Chair's Message:

In September, RIPD Chair Mark VanderSchaaf sent the following message to new student members of the Division. APA subsequently shared this message with all Divisions as a model for the to follow in engaging with new student members.

Dear APA Student Member:

Welcome to the Regional and Intergovernmental Planning Division. We are delighted to learn of your interest in our work as the division that focuses on ways in which federal, state and regional planning intersect with planning in local communities. We are proud of our division's work and its contributions to the planning profession. In particular, we bring to your attention our award-winning Planning Advisory Service report, "Emerging Trends in Regional Planning," released earlier this year and now available to you to download as an APA member. See: <https://planning.org/publications/report/9118764/>

We have several opportunities to further your involvement in our division and its ongoing work:

1. We will be appointing a Student Representative to our Executive Committee, which meets monthly via a conference phone call and in-person at the APA annual conference. This will be a great opportunity to network with some of the best people in the profession and to assist with our leading-edge work. I am attaching an Executive Committee roster and an invitation for you to get in touch with any of us if you want to explore issues relating to our specific responsibilities. If you are interested in the Student Representative opportunity, please send me a brief description of your interest and a current resume by end of day, **Monday, October 9.**

2. Assistance with our current and new program areas. Currently we have a well-established annual Livable Communities Forum, in partnership with the Lincoln Institute of Land Policy, that brings together senior leaders from regional planning agencies and Metropolitan Planning Organizations across the country. This forum focuses on "best practices" to integrate innovative multimodal transportation projects with housing and other land uses in communities throughout the U.S. We are also developing programs to advance regional strategies for climate change mitigation and adaptation, and regional planning for arts and culture. We hope that the Student Representative may be able to help us implement on-line learning opportunities during the year to spotlight each of these programs.

3. Contributions to communications and membership recruitment. We have a quarterly e-newsletter, and wish to enhance the use of webinars and social media to build the regional and intergovernmental planning community. We have a Twitter handle and encourage you to follow us there @APARegions. We are also interested in strengthening our connections with faculty and students in university regional planning programs throughout the country.

4. 2018 National Planning Conference, New Orleans, April 21-24. We will hold our annual meeting and Livable Communities Forum in conjunction with this conference, and hope to be involved in several conference presentations. So please consider attending and connecting with us there.

On behalf of the entire Executive Committee, I can say that we are thrilled to have you as part of our regional/intergovernmental team, and look forward to meeting you in person someday.

Mark VanderSchaaf
Chair, APA Regional and Intergovernmental Planning Division

Spotlight on Regional Planning

The Chicago Metropolitan Agency for Planning (CMAP) is developing the region's next comprehensive plan, [ON TO 2050](#), scheduled for adoption in October 2018. As with its predecessor [GO TO 2040](#), this is a highly transparent and collaborative effort involving partners and stakeholders from across the seven counties and 284 communities of northeastern Illinois. CMAP's Board and stakeholders have asked that ON TO 2050 provide more specific direction to local communities to help them implement the plan.

From April through August 2017, residents weighed in on five Alternative Futures that could shape our region for decades to come:

- What if [climate change](#) impacts intensify by 2050?
- What if more people choose [walkable communities](#) by 2050?
- What if [innovative transportation](#) changes how we get around by 2050?
- What if a [transformed economy](#) can enhance prosperity by 2050?
- What if [constrained resources](#) challenge our communities and region by 2050?

During that engagement phase, CMAP connected with more than 2,500 residents who attended 127 workshops and five topical forums and over 61,000 who interacted with the kiosks. 55 of these workshops were structured for local government staff to offer feedback on how the plan could help them.

In October 2017, an ON TO 2050 Preview Report will describe broadly the strategic recommendations that the draft plan is likely to include when it is posted for public comment in June 2018. The preview is organized according to three overarching principles that support the regional vision and will be relevant across the ON TO 2050 plan's strategies: Resilience, Inclusive Growth, and Prioritized Investment.

Among the preview recommendations slated for inclusion in the regional plan is to "increase the capacity of communities to achieve local and regional goals." The importance of municipal governments in providing for a high quality of life cannot be overstated. While municipalities in the region largely wish to move local and regional goals forward, some face substantial barriers, such as a lack of technical knowledge by staff or elected officials, low staffing levels, poor fiscal condition, lack of political will, or constituent opposition to plans and projects. These barriers can limit municipalities' abilities to plan proactively and make them reactive to shocks and stresses rather than resilient. While the CMAP [Local Technical Assistance](#) (LTA) program has had success helping communities across the region, ON TO 2050 will identify even more ways to ensure that all municipalities function effectively and efficiently, have adequate staff and financial resources, and are able to define and fulfill long-term local and regional goals.

For example, CMAP should refine the LTA program's offerings to include related technical assistance and trainings and could also provide complementary guidance on such subjects, such as economic development, coordinated investment, plan implementation, or consolidation. ON TO 2050 will also propose strategies for municipalities to increase their capacity, such as partnering with adjacent or overlapping jurisdictions to share services or pursue joint purchasing, consolidating units of government or certain services to improve services or gain efficiencies, and implementing planning strategies to improve investment prioritization, such as capital improvement plans or more detailed and transparent budgeting.



Save the Date for the National Planning

Conference and Regional Livable Communities

Forum:

Be a part of the National Planning Conference 2018 in New Orleans April 21-24. Peer Learning on emerging trends and best practices for regional agencies and MPOs to support local implementation efforts will be held April 20 in New Orleans. If you would like to be involved in helping to plan this year's Regional Livable Communities Forum, please contact Mariia Zimmerman, Mariia@mzstrategies.com. An initial planning call is scheduled for November 17th, and the group will be working over the next several months to shape the agenda, confirm speakers, and develop materials for the Forum.

Take the online survey on water-related issues for the Water Needs Assessment Project

Do you want help making planning decisions on issues related to water? American Planning Association (APA) is working with NOAA's Office of Coastal Management to conduct a needs assessment of water-related decision support tools (DSTs). This needs assessment would help NOAA develop water DST. You can contribute to this process by participating in this multiple choice survey. Please provide your responses by November 22, 2017.

[Link](#) to the survey.

Division Members and Officers

[Mark VanderSchaaf, Chair](#)

[Sharon Rooney, AICP, First Vice Chair](#)

[Mariia Zimmerman, Vice Chair, Metropolitan & Regional Planning](#)

[Amy A. Cotter, Vice Chair, Federal Planning](#)

[Richard E. Hall, AICP, Vice Chair, State Planning](#)

[Lamont Cobb, Secretary-Treasurer](#)

[Becky Bradley, AICP, Communications Officer](#)

[Dan Reuter, FAICP, Immediate Past Chair](#)

Not sure who to contact? E-Mail aparegions@gmail.com or Call Becky Bradley, at (610) 264-4544.

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Resolve to Join Us for Our 1st First 2018 Webinar!

Implementing Sustainability Plans and Livable Community Programs

January 19, 2018

1 PM - 3PM EST/10 AM-12 PM PST

2 CMs

Learn how three regional planning agencies used their Housing and Urban Development (HUD) Sustainable Communities Initiative Regional Planning Grants (SCI-RPG) to develop and implement Sustainability Plans and Livable Community Programs.

This webinar is part of an ongoing series of meetings held by the APA Regional and Intergovernmental Planning Division organized to facilitate knowledge sharing between regional planning agencies across the country. The event will feature speakers from three recipient regional planning agencies, and researchers who have studied the effectiveness of the program in achieving its goals. The speakers will discuss how the SCI-RPG grants helped recipients successfully create greater awareness of sustainability, increased inter-jurisdictional and cross-section collaborations, and more effective public engagement efforts.

Speakers include:

Bob Dean, Deputy Executive Director of Local Planning,
Chicago Metropolitan Agency for Planning (CMAP)

Beth Dawson, Senior Land Use Planner,
Mid-America Regional Council (MARC)

Ben Bakkenta, Senior Program Manager,
Puget Sound Regional Council (PSRC)

Joseph Schilling, Senior Research Associate,
Metropolitan Housing and Communities Policy Center, Urban Institute

Meghan Gough Ph.D., Assistant Professor,
Wilder School of Government and Public Affairs, Virginia Commonwealth University

Registration

Registration is included with your RIPD Division Membership but, is limited to the first 250 Members. Register [here](#).

Webinar log-in information will be sent to upon registration.

Webinar Questions?

Contact Mariia Zimmerman, Vice Chair, Metropolitan & Regional Planning [here](#).



Thank you Southern California Association of Governments for hosting and supporting certification maintenance credits for this webinar.

Get to Know Us Better.

Division Officers

Click on a name to reach us

[Mark VanderSchaaf, Chair](#)

[Sharon Rooney, Vice Chair](#)

[Lamont Cobb, Secretary-Treasurer](#)

[Richard Hall, Vice Chair, State Planning](#)

[Mariia Zimmerman, Vice Chair, Metropolitan & Regional Planning](#)

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APA Regional & Intergovernmental Division

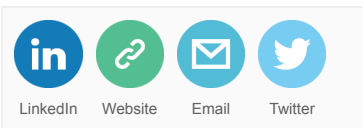
Winter 2018 E-News



American Planning Association **Regional and Intergovernmental Planning Division**

Making Great Communities Happen

E-News



In this Issue:

- Message from RIPD Chair Mark VanderSchaaf
- Join us for The 5th Annual Regional Livable Communities Forum
- Arts, Culture and Transit Development
- The Fourth NYC Regional Plan



Chair's Message:

Welcome to the Winter 2018 issue of the RIPD Newsletter!

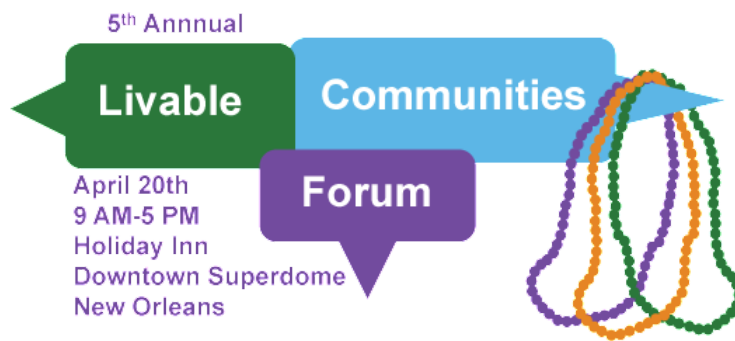
Our division had some important accomplishments in 2017 and has some exciting plans for 2018. Here are some highlights:

- Following the release of PAS 586, *Emerging Trends in Regional Planning*, RIPD has committed to continuing staying on top of emerging trends in the field. Currently, we are focusing on three program areas as they relate to regional and intergovernmental planning: livable communities, climate change/integrated water management, and arts/culture.
- APA has updated our website to reflect our new directions. See: <https://planning.org/divisions/regional/> It is a work in progress, and we will be collaborating with APA to make it more robust as the year progresses.
- Our membership **tripled** during the second half of 2017, thanks especially to APA's new policy of providing free memberships to college students. We are now more than 800 strong!
- To help us engage effectively with our student members, we have created a Student Membership Committee and selected a Student Representative to our Executive Committee: Kyle Smith, an MS candidate in the community and regional planning program at the University of Texas-Austin. Kyle and his committee are crafting some strategies to serve our student members and find

ways for them to contribute to the work of RIPD.

- There will be many sessions relating to regional and intergovernmental planning at NPC18, the APA annual conference in New Orleans. Our Executive Committee has endorsed seven sessions submitted by members of our division, and will share those endorsements in a special NPC18 newsletter in March. To register for the conference, go to <https://www.planning.org/conference/>
- Later in the year we will be surveying you, our members, to help us evaluate and fine-tune the work of our division, and generate ideas for new directions in 2018 and beyond.

Accompanying these changes will be changes in the regular format of this newsletter. Throughout the year we will feature columns focusing on notable new regional plans, on our current program areas, and on our student membership activities, as well as other topics that deserve coverage. I'll be serving as the editor of the newsletter in 2018, so please feel free to contact me at markevds@gmail.com if you'd like to contribute to it in the year to come.



Join us in New Orleans April 20th for the 5th Annual Regional Livable Communities Forum!

Our Division is pleased to again join with the Lincoln Institute for Land Policy to support peer learning among regional planners. The Regional Livable Communities Forum is designed by those of us working in regional planning to share emerging practices and lift up the ways we are addressing challenges often unique to regional agencies. Our goals are to share information on regional programs designed to support implementation of long-range plans, and strategies for integrating livable communities into regional work programs. Perhaps most importantly, the Forum is an opportunity to build stronger networks among planners doing regional work across the country in regions large and small.

In designing the agenda, we focus on the practical over the theoretical. The Forum is grounded in the intersection of land use and transportation, which is at the heart of MPO programs, but also recognizes the connection of land use and transportation to climate resiliency, housing, public health and economic development outcomes that by nature require regional approaches. In the words of a past participant, "The Forum is the one time of the year I get to talk about my work with peers and bring back to my agency strategies to improve the effectiveness of our programs to meet future challenges."

This year's Regional Livable Communities Forum will be held the day before the national APA conference begins in New Orleans. The Forum will again include sessions on emerging regional livable community program best practices and updates on federal policies that influence regional planning. We will also spotlight efforts in Gulf Coast regions to address climate resiliency and recovery; the emerging ways that regions are engaging in housing challenges that go beyond what single jurisdictions can influence; and spotlight innovative approaches by MPOs and regional agencies to integrate climate, health and environmental justice in long-range plans and performance metrics. Registration is limited to 60 participants and will be

held at the Holiday Inn Downtown – Superdome from 9 am to 5 pm on Friday, April 20, 2018. There is no cost to attend the Forum, but **participants must register by April 1st** at: <https://tinyurl.com/ycv6kq26>

The Lincoln Institute is providing a limited number of participants travel support. In most cases this involves a one-night stay at the Holiday Inn, but additional funds may be provided if needed. Online applications to receive either type of travel support are available at: <https://tinyurl.com/y7gp7zm8> and must be submitted by March 23, 2018.

Those not needing travel support should book a room directly with the Holiday Inn or other hotel. Note: The Holiday Inn is not one of the APA conference hotels and is about a 20-25 minute walk from the Convention Center.

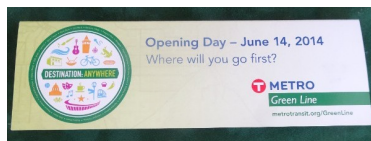
Arts, Culture and Transit Development



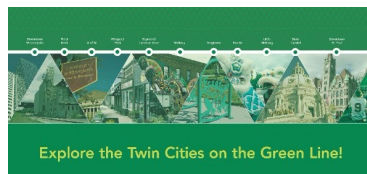
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Explore Poster



Northern Spark



Greening the Green Line

By Mark VanderSchaaf, APA RIPD Chairman

A new program area for our division is regional planning for arts and culture. At the upcoming national APA conference, I'll be moderating a session on this subject featuring innovative programs recently launched in the Boston, Chicago and Seattle areas.

My interest in the subject originated in my previous career as the regional planning director at the Metropolitan Council of the Minneapolis/Saint Paul area, where my job description increasingly involved helping to promote arts and cultural activities connected to the work of my agency. There I discovered that we were not alone, as regional planners throughout the country were also beginning to engage with the arts and culture, often within the context of public art projects connected with transit and transit-oriented development.

This process was assisted by national organizations documenting and promoting best practices in the field during the past decade – notably the American Public Transportation Association's "Best Practices for Integrating Art into Capital Projects" (<https://www.apta.com/resources/standards/Documents/APTA-SUDS-UD-RP-007-13.pdf>), Transportation for America's "Creative Placemaking" interactive website (<http://creativeplacemaking.t4america.org/>), and their collaborative project with ArtPlace America. "Arts, Culture and Transportation" (<http://t4america.org/maps->

[tools/creative-placemaking-field-scan/](#)). APA has also been active in this field recently, partnering with the nonprofit Forecast Public Art to develop curricula for planners around public art and healthy communities, supported by National Endowment for the Arts 2016 “Our Town” grant (<https://www.planning.org/blog/blogpost/9104791/>). APA also received a 2017 “Our Town” grant to integrate the arts into planning processes throughout the country (<https://www.planning.org/newsreleases/2017/jun15/>).

A Model in Minneapolis/Saint Paul

As is true in many places now, the Minneapolis/Saint Paul area exhibits a public art paradox. At the same time that new federal criteria prohibit the funding of public art in rail transit stations, cities served by transit are embracing public art as vital to their transit-oriented development strategies and are finding creative ways to include public art in their strategy implementation. How did this happen? What does it portend for the future of the art/transit/transit-oriented development nexus?

The Minneapolis/Saint Paul area currently has two light rail transit lines. The “Blue Line,” opened in 2004, connecting the Mall of America, the MSP International Airport, and downtown Minneapolis. Under old federal funding guidelines, this project invested substantially in public art at the station platforms, yielding a collection of 19 unique stations, each in effect a distinctive work of public art. But at that time, less attention was paid to public art in the adjacent neighborhoods in the cities of Bloomington and Minneapolis where the stations were built.

In 2014 the “Green Line” (located along the “Central Corridor”) began service, connecting the downtowns of Minneapolis and Saint Paul. In contrast to the Blue Line, Green Line stations are substantially the same, with tasteful but subdued works of public art embedded in each station. But also in contrast to the Blue Line, residents along the Green Line early began desiring public art as a way to strengthen the identity and livability of their neighborhoods, to affirm their historic traditions and to solidify a neighborhood brand to help guide future development.

Unlike the government-funded public art of the Blue Line a decade earlier, neighborhood public art along the Green Line was supported by a variety of implementing partnerships, working to enhance each neighborhood while contributing to a “charm bracelet” that integrated thematically the entire Green Line corridor – a corridor consisting of a highly-diverse set of communities with rail service provided largely down the middle of a highway thoroughfare. Metropolitan Council, the regional planning agency, has filled several niches within these partnerships.

- Since 1995, the Metropolitan Council has awarded approximately \$15 million per year in “Livable Communities” grants to local governments to support walkable, mixed use neighborhood development. The eligibility criteria have evolved over the years, but by 2017, included funds specifically set aside for transit-oriented development, and eligible uses that include placemaking and public art.
- In 2011, Metropolitan Council co-sponsored a community workshop with the British cultural consultant Charles Landry, “Unleashing the Potential of the Central Corridor: Building a Great Street with Creativity, Distinction and Economic Prosperity.” Landry’s 2011 workshop was followed by a week-long residency in 2012, where Landry worked mainly with neighborhood leaders along the route of the Green Line within the theme of “Creating 21st Century Intercultural and Creative Cities.”
- On the opening day of Green Line service in 2014, MetroTransit (a division of the Metropolitan Council) promoted art/culture-oriented festivals at nine different station area neighborhoods with the theme “Destination Anywhere: Where Will You Go First?,” providing a set of collector-item buttons, one available at each of the nine stations. MetroTransit continues to promote the diverse set of Green Line neighborhoods with its “Explore the Twin Cities on the Green Line” poster, often featured at Green Line stations. This “destination anywhere” identity for the Green Line is becoming well-established throughout the region and its arts community; in 2017, the annual Northern Spark all-night arts festival selected the entire Green Line for its set of venues. With 415 artists, 45,000 attendees, and 33,000 LRT rides, the Green Line admirably fulfilled its role as a multi-site host for this festival.

Partnerships are Key

Not all of the implementing partnerships along the Green Line involve the Metropolitan Council directly. The complete universe of such partnerships is too vast to be encompassed by this article, but I highlight one example that is a special favorite of mine. “Greening the Green Line” is a vision promoted by the Minnesota chapter of the Trust for Public Land, which works with communities to advocate for, and lead efforts to create new parks.

Although public art and creative placemaking can occur in non-public spaces, these new parks will provide important venues for art and cultural projects. They can also extend the vision into fields beyond transit including, for example, new forms of water resource management that also provide amenities to the surrounding community. I’m already seeing interest in combining innovative stormwater management with public art and I expect it to grow in the years to come.

The Minneapolis/Saint Paul area is now on the verge of extending both the Blue Line and the Green Line into northern suburbs and southwestern suburbs respectively. In both cases, the example of the existing Green Line is being tapped to prepare proactively for transit-oriented development that will prominently feature public art, both as a way to enhance each community served by the new transit line, and as a way to strengthen a region-uniting identity for the new transit corridor.



Embracing Change Won't Be Easy For The New York Region

By Matt Assad

With a name like The Fourth Regional Plan, the 376-page document drafted for the tri-state region of New York, New Jersey and Connecticut might appear on its face as routine.

It does have the kinds of land use maps, traffic congestion models and job growth projections found in most every long-term regional plan, but scratch beneath the surface and it becomes clear the this plan by the Regional Planning Association is designed to make people, well, uncomfortable.

While calling the New York region a prosperous area loved by its residents, the RPA report states that congested roads, overpriced housing and the threat of sea level change will require drastic measures to plan for the near and distant future.

That means extensive tolling of roads and highways – including every road into Manhattan – installing a comprehensive cap-and-trade emissions program, and the future abandonment of major assets that will be swamped by climate change-induced sea level rise.

It's the first plan update since 1996.

“Our last plan had a single line generally saying ‘keep an eye on climate change’,” said Moses Gates, RPA Director of Community Planning & Design. “This one operates from the assumption that sea level rise will have a major impact on our future.”

The Regional Planning Association is a respected, non-governmental planning organization that covers a tri-state region with 23 million residents and an economy that, at \$1.8 trillion, represents 10% of the nation’s economy. And that economy is rolling right now, but that could change if the region doesn’t begin making tough choices now, the report states. The Fourth Regional Plan includes more than 60 recommendations designed to be a roadmap to carry the region through 2040 and beyond. It’s been criticized by some who have called it a scattershot approach of big ideas that can overshadow some of its smaller, more practical solutions, but Gates said the recommendations address issues in most every sector of the region and issues ranging from transportation congestion to social justice.

Because the RPA is not a municipal board, and serves entirely in an advisory capacity for the local governments it serves, the RPA’s recommendations are not binding. And because it’s not the Metropolitan Planning Organization for the region – other agencies manage and dole out the transportation money – it doesn’t have the hammer of withholding funding to force municipalities to act.

But that kind of autonomy also gives it the freedom to be candid in its recommendations, Gates said, and that’s reflected in a document that’s been five years in the making. It advocates a change to a sort of user’s fee society that would raise as much as \$5 billion a year for infrastructure improvements by charging motorists for entering Manhattan and tolling most major highways and another \$3 billion a year by installing a cap-and-trade program – modeled after California – that would reduce pollution by forcing industries and even motorists to buy carbon credits for their emissions.

Working on the assumption that the region will experience a six-foot sea level rise by the turn of the century, the plan suggests expanding JFK and Newark airports, in part, because it projects that the region’s primary general aviation airfield – Teterboro Airport – will be swamped.

It also projects that sea rise will displace 4,000 to 8,000 residents and 51,000 jobs in the Meadowlands, so it recommends transitioning away from those homes and businesses and establishing a Meadowlands National Park.

Other recommendations include prioritizing people over cars on all urban streets by creating more space for pedestrians and bicyclists, removing highways that create blight, and building 300,000 accessory homes, particularly in areas around train and subway stations, to help address the affordable housing, equity and access problems. It also suggests a series of connections that would create a 1,650-mile tri-state trail network.

The plan is packed with recommendations that can’t be done easily, quickly or cheaply. And the ramifications of getting people to pay as they go could be dangerous for the leaders in the municipalities or agencies that choose to implement them.

But Gates notes that many of the recommendations of previous plans have been implemented, including some that seemed daunting at the time. For example, the 1996 plan suggested a connection from the Long Island Railroad into Grand Central Station, Gates said. The \$10 billion project, including several tunnels, is underway and scheduled to be completed in 2023.

The Fourth Regional Plan hit the streets Nov. 30.

“We put this out there to drive conversation and it’s certainly done that ” Gates said

“We’ve definitely gotten some pushback, but we’ve heard support too. It’s going to take time and a lot of conversation.”

Matt Assad is Managing Editor at the Lehigh Valley Planning Commission, a Metropolitan Planning Organization that handles transportation, community, land use and environmental planning for Northampton and Lehigh counties in Eastern Pennsylvania.

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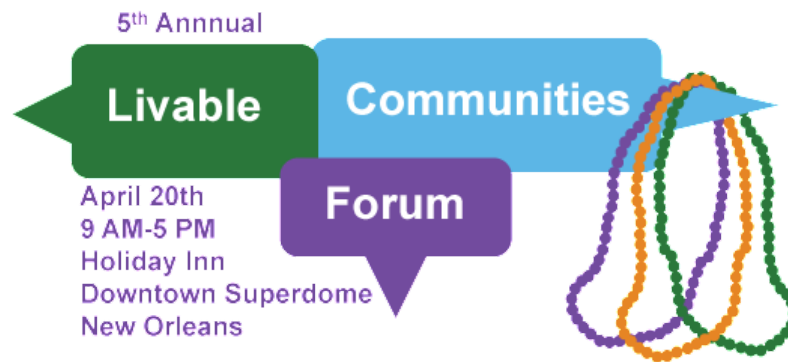
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Join us in New Orleans!

REGIONAL LIVABLE COMMUNITIES FORUM

April 20, 2018

Holiday Inn New Orleans-Downtown Superdome

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In designing the agenda, we focus on the practical over the theoretical. The Forum is grounded in the intersection of land use and transportation, which is at the heart of MPO programs, but also recognizes the connection of land use and transportation to climate resiliency, housing, public health and economic development outcomes that by nature require regional approaches. In the words of a past participant, "The Forum is the one time of the year I get to talk about my work with peers and bring back to my agency strategies to improve the effectiveness of our programs to meet future challenges."

This year's Regional Livable Communities Forum will be held the day before the national APA conference begins in New Orleans. The Forum will again include sessions on emerging regional livable community program best practices and updates on federal policies that influence regional planning. We will also spotlight efforts in Gulf Coast regions to address climate resiliency and recovery; the emerging ways that regions are engaging in housing challenges that go beyond what single jurisdictions can influence; and spotlight innovative approaches by MPOs and regional agencies to integrate climate, health and environmental justice in long-range plans and performance metrics. Registration is limited to 60 participants and will be held at the Holiday Inn Downtown – Superdome from 9 am to 5 pm on Friday, April 20, 2018.

Registration

There is no cost to attend the Forum, but **participants must register by April 1st** at: <https://tinyurl.com/ycv6kq26>

The Lincoln Institute is providing a limited number of participants travel support. In most cases this involves a one-night stay at the Holiday Inn, but additional funds may be provided if needed. Online applications to receive either type of travel support are available at: <https://tinyurl.com/y7gp7zm8> and must be submitted by March 23, 2018.

Those not needing travel support should book a room directly with the Holiday Inn or other hotel. Note: The Holiday Inn is not one of the APA conference hotels and is about a 20-25 minute walk from the Convention Center.

Questions?

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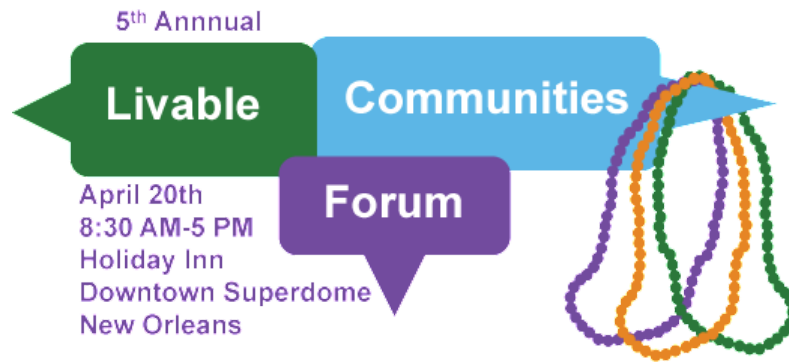
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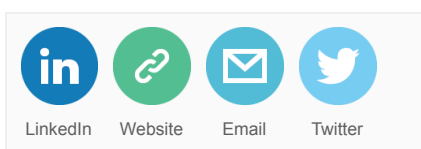
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In this Issue:

- Message from the Chair
- Annual Meeting and Reception
- Livable Communities Forum
- RIPD-Endorsed Conference Sessions
- Visit Us at the APA Booth



Chair's Message: Join us in New Orleans!

It's nearly time for NPC18, this year's version of APA's annual conference, being held in New Orleans, April 21-24. This special issue of the RIPD newsletter highlights many of the ways in which RIPD members can connect with our division during the conference.

Annual Meeting and Reception

On Sunday afternoon, 4:00 - 5:30 pm, in the Royal Room of the Hilton Hotel, the RIPD Annual Meeting will be held. We'll recap recent division highlights and current programs, but also seek feedback regarding future directions from attendees. Later this year we'll be conducting a survey of all RIPD members to evaluate current activities and help set new directions. We'll seek input from Annual Meeting attendees to help shape this survey. Also, we'll have a discussion of RIPD leadership opportunities, with officer elections for the 2019-2020 term conducted this fall, and with several current officers stepping down at the end of this year. Elected offices will be: Chair, First Vice-Chair, Vice-Chair for Federal Planning, Vice-Chair for State Planning, Vice-Chair for Metropolitan and Regional Planning, and Secretary-Treasurer.

Immediately after our annual meeting we'll co-host a reception with the County Planning Division, at the nearby Flamingo A-Go-Go, a celebrated New Orleans "hot spot," at 869 Magazine Street, from 6:00 – 8:00 pm.

Livable Communities Forum

You've received previous communications about RIPD's annual livable communities forum, a free day-long event held in conjunction with the National APA conference. This year the forum will be held on Friday, April 20th at the New Orleans Holiday Inn Superdome downtown. Since 2013, this annual event has brought together leading practitioners from around the nation to share best practices and promising strategies to ensure the collaborative implementation of regional plans. This year's forum will continue to spotlight planning and technical assistance programs administered by regional agencies to support local implementation of long-range transportation and growth plans. Given recent flooding and resiliency efforts underway in the Gulf Coast, this year's forum will also include discussion of regional efforts to address recovery and adaptation within regional plans, and emerging best practices by regional agencies to address new complex challenges. This includes how to revise capital budgeting and forecasting in times of fiscal uncertainty and demographic change, and how efforts by regional agencies to engage in housing issues, which typically are a local concern. In many instances, regional livability programs are part of the solution, but this year's forum also looks at how livability principles and integration of issues are being reflected in long-range planning and innovation solutions focused on local implementation. There is no cost to attend, but registration is required. [Visit this link by April 10th to register.](#)

Endorsed Conference Sessions

This year APA has implemented a process for divisions to endorse sessions proposed by division members that align closely with each division's priorities. The RIPD Executive Committee has endorsed six sessions, all providing 1.25 CM credits. They are:

- Saturday, 4/21: Healthy Regions Realized (1:00 – 2:15 pm)
- Sunday, 4/22: Complete Streets – Regional Planning, Local Implementation (10:45 am – noon) and Diversity in Practice (also 10:45 am – noon)
- Monday, 4/23: Upcycling Infrastructure – Transforming Connections and Communities (2:45 – 4 pm) and Regional Planning for Arts and Culture (4:15 – 5:30 pm)
- Tuesday, 4/24: Regional Livable Communities (8:30 – 9:45 am)

Details regarding these sessions can be found at:

<https://planning.org/conference/search/> using the "Division Endorsed" filter.

Visit Us at the APA Booth

As always, APA will have a booth with information about its many activities. I've signed up to staff the booth on Sunday, 4/22, from 9-10 am. Please stop by to say "hi" and learn more about our division.

Looking forward to seeing many of you in New Orleans! *Laissez les bons temps rouler!*

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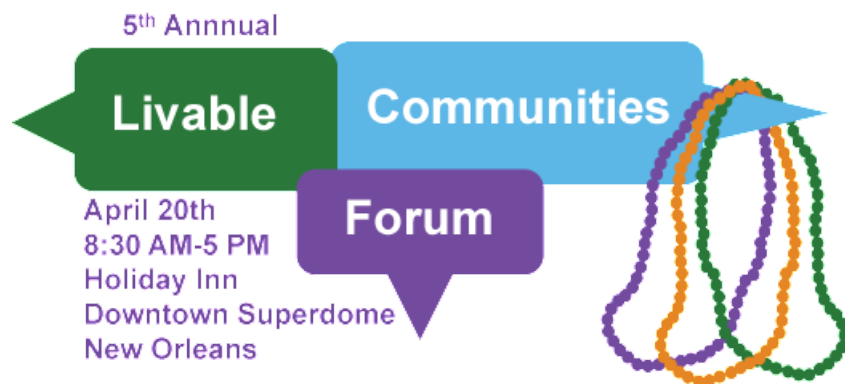
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Last Call to Join us in New Orleans!

REGIONAL LIVABLE COMMUNITIES FORUM

9 AM-5 PM, April 20, 2018

Holiday Inn New Orleans-Downtown Superdome

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Joining us in New Orleans? Here's your Agenda Packet for RIPD Annual Meeting

Attached are the agenda and attachments for the April 22 Annual Meeting of APA's Regional and Intergovernmental Planning Division. We hope to see many of you there. If you have questions or comments about this material before the meeting, please send them to RIPD Chair Mark VanderSchaaf at markevds@gmail.com. A meeting summary will be provided in our post-conference e-news.

[2018 RIPD Annual Meeting Agenda Packet](#)

Division Endorsed Conference Sessions

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HEALTHY REGIONS REALIZED

Saturday, April 21, 1-2:15 PM

COMPLETE STREETS — REGIONAL PLANNING, LOCAL IMPLEMENTATION

Sunday, April 22, 10:45 AM-Noon

DIVERSITY IN PRACTICE

Sunday, April 22, 10:45 AM-Noon

UPCYCLING INFRASTRUCTURE — TRANSFORMING CONNECTIONS AND COMMUNITIES

Monday, April 23, 2:45-4 PM

REGIONAL LIVABLE COMMUNITIES

Tuesday, April 24, 8:30-9:45 AM

Details regarding these sessions can be found at:

www.planning.org/conference/search/ using the "Division Endorsed" filter.

Division Election Nominations

Don't Miss an Opportunity to become a Leader of the Regional and Intergovernmental Planning Division (RIPD). Through May 15th, APA is undertaking a Call for Nominations for the RIPD election. Interested individuals can nominate themselves via <https://apa.directnominations.net>. Candidates will be vetted through a nominating committee to determine who should be on the final ballot. Any APA member including Student Members can nominate themselves or another APA member to serve on the leadership of the RIPD.

Water and Climate Change Survey

The American Planning Association (APA) has awarded the Regional and Intergovernmental Planning Division a product grant to develop a policy guide to illustrate best practices in integrated water resource management to address climate change at the regional scale.

Survey results will be a platform for discussion, development of the Regional Water Planning for Climate Resilience Guide and be apart of the APA's Water and Planning Connect Conference in September 2018. Take the survey at:

<https://www.surveymonkey.com/r/Y5B9PWP>

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The APA Regional and Intergovernmental Planning Division identifies, analyzes, and promotes best practices to guide local, regional, state, and federal governments' interdependent involvement in community planning and development. RIPD's primary focus is on state and regional activities that support coordinated planning and implementation strategies in megaregional, metropolitan, micropolitan, and rural areas. (<https://www.planning.org/divisions/regional/>)

In January 2017, an RIPD sponsored PAS report "*Emerging Trends in Regional Planning*" (PAS 586) was published. The report, reflecting division members' expertise and edited by division leaders, received an APA Division Achievement Award for its contribution to the planning profession. The division will continue to lead the field of regional and intergovernmental planning as new trends emerge. Priority areas of interest include:

Livable Communities. At the division's annual Regional Livable Communities Forum, now in its fifth year, regional planners share information about how their agencies and MPOs bolster local governments' efforts to implement regional plan strategies.

[Climate Change and Integrated Water Management](#). Water issues are an

increasingly important aspect of regional and intergovernmental planning. In 2018, RIPD will begin work on a handbook of regional best practices to address these serious issues.

Arts and Culture. A number of regional planning agencies have initiated programs to promote arts and culture. In partnership with APA's Arts and Planning Interest Group, RIPD is working to identify such programs and promote their best practices.

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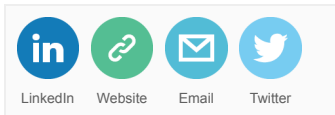
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In this Issue:

- Message from the Chair
- Water Planning and Climate Change Project Update
- Bi-Annual Member Survey
- Vote in Division Election



Chair's Message: Milestones and Transitions

NPC18 was a remarkable event in a remarkable city. New Orleans is always an exciting place to be, but it was a special thrill to have APA's national conference coincide with the city's 300th birthday – a major milestone marking New Orleans' rich history and culture, but also a time of heightened reflections on the transitions that need to occur for the city to remain resilient in an age of sea level rise and increasingly extreme weather events.

For the Regional and Intergovernmental Planning Division (RIPD), NPC18 was also a time to reflect on milestones and transitions. Our Executive Committee has now served 75% of its two-year term, and NPC18 featured successful events for all three of our current programs areas: Livable Communities; Climate Change Adaptation via Integrated Water Management; and Regional Planning for Arts and Culture. We can all be proud of these milestones.

Transitions for RIPD are picking up steam and will accelerate through the end of 2018 and early 2019. I highlight three:

1. **Officer Elections:** RIPD members are now electing a new slate of officers for 2019-2020. We'll be seeing many new faces as a number of our current officers are stepping aside to create opportunities for new leadership in the division.
2. **Biennial Survey:** You will shortly receive a survey that will be used to help us evaluate RIPD's current activities and programs. It will especially assist our new Executive Committee as it guides the work of RIPD in 2019 and 2020.
3. **Criteria for Establishing RIPD Program Areas:** With the success of our current model of operating through program areas, the Executive Committee created guidelines to follow as we consider adding or subtracting program areas in the future. These criteria can be found at <https://www.planning.org/media/document/9152797/>.

We look forward to your input and involvement during these upcoming transitions.



Water Planning and Climate Change Project Update

By Sharon Rooney,
APA RIPD Vice-Chair

As reported in a previous E-news, RIPD was awarded a product grant from the APA Divisions Council in 2018 to develop a policy handbook on integrated water resource management to address climate change at the regional scale. RIPD applied for the product grant in response to a 2016 APA Policy Guide on Water that recognized the importance of water as a central and essential organizing element in healthy environments along with the importance of planning to ensure that land use, environmental and infrastructure planning for water will increase resilience to extreme events and climate change. In addition, an extensive survey of APA members in 2017 identified climate change as the single most important issue to address in the foreseeable future, with "regional" as the most appropriate geographic scope to address that issue.

The RIPD policy handbook will synthesize ways in which state and regional activities in integrated water planning for climate change support coordinated local planning and implementation strategies in megaregional, metropolitan, micropolitan, and rural areas. In addition to examining regions at different scales, the handbook will feature case studies from around the U.S. representing diverse "ecoregions" from both a water resource and climate perspective.

RIPD distributed a survey in April to RIPD members and other stakeholders at various levels of government to assess the current level of coordination and integration in water resource and climate change planning. We received a total of 45 responses from 27 states covering most geographic regions of the U.S. Approximately 60% of respondents indicate some integration of water resource issues in regional water resource plans and integration of climate change issues to some degree.

APA RIPD has been reviewing studies and research papers to incorporate and/or reference in the policy handbook, including information on integrated water management or a "OneWater" approach; factors affecting water availability; and how water resources availability is exacerbated by climate change.

Based on our research and the results of the survey, RIPD has also identified several regions as promising case studies to highlight in the handbook and are engaging with student contributors and professionals in the planning, water and legal fields to develop the case studies. Earlier this year, graduate students from the University of Minnesota Humphrey School of Public Policy completed a case study on the Minneapolis – St. Paul region that will be featured in the handbook.

RIPD will be presenting an overview of the upcoming handbook and highlighting some of the case studies at the APA Water and Planning Connect conference in Kansas City, MO on September 11-12, 2018. To learn more about the policy handbook, please contact Sharon Rooney at srooney@capecodcommission.org.

We Need Your Input!

The Regional and Intergovernmental Planning Division (RIPD) last conducted a survey two years ago to collect information from the membership. With the growth in our membership, particularly new student members, this survey is intended to elicit members' needs concerning the Division's mission and activities. The RIPD Executive Committee appreciates your input as guidance for developing and improving the Division work plan, future conference sessions, the Division's website, and our newsletter.

Estimated survey completion time is 10 minutes.

[Take the Survey](#)

The Polls are Open! Vote in the Division Election

As a member of the Regional and Intergovernmental Planning Division you received an email from the American Planning Association notifying you that the election for officers is open. Voting takes only a few minutes and we hope that you contribute to deciding on the Division's leadership. The poll is open thru September 7, 2018 at 11:59 PM Eastern Time. If you have questions, need a ballot or other voting support contact the American Planning Association at 312-786-6721 or getinvolved@planning.org

Division Members and Officers

[Mark VanderSchaaf, Chair](#)

[Sharon Rooney, AICP, First Vice Chair](#)

[Marija Zimmerman, Vice Chair, Metropolitan & Regional Planning](#)

[Amy A. Cotter, Vice Chair, Federal Planning](#)

[Richard E. Hall, AICP, Vice Chair, State Planning](#)

[Lamont Cobb, Secretary-Treasurer](#)

[Becky Bradley, AICP, Communications Officer](#)

[Dan Reuter, FAICP, Immediate Past Chair](#)

[Kyle Smith, Student Representative](#)

Not sure who to contact? E-Mail aparegions@gmail.com or Call Becky Bradley, at (610) 264-4544.

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Appendix D
New Student Welcome Email

Appendix d. New Student Welcome Email

Dear APA Student Member:

Welcome to the Regional and Intergovernmental Planning Division. We are delighted to learn of your interest in our work as the division that focuses on ways in which federal, state and regional planning intersect with planning in local communities. We are proud of our division's work and its contributions to the planning profession. In particular, we bring to your attention our award-winning Planning Advisory Service report, "Emerging Trends in Regional Planning," released earlier this year and now available to you to download as an APA member. See: <https://planning.org/publications/report/9118764/>

We have several opportunities to further your involvement in our division and its ongoing work:

1. We will be appointing a Student Representative to our Executive Committee, which meets monthly via a conference phone call and in-person at the APA annual conference. This will be a great opportunity to network with some of the best people in the profession and to assist with our leading-edge work. I am attaching an Executive Committee roster and an invitation for you to get in touch with any of us if you want to explore issues relating to our specific responsibilities. If you are interested in the Student Representative opportunity, please send me a brief description of your interest and a current resume by end of day, **Monday, October 9**.
2. Assistance with our current and new program areas. Currently we have a well-established annual Livable Communities Forum, in partnership with the Lincoln Institute of Land Policy, that brings together senior leaders from regional planning agencies and Metropolitan Planning Organizations across the country. This forum focuses on "best practices" to integrate innovative multimodal transportation projects with housing and other land uses in communities throughout the U.S. We are also developing programs to advance regional strategies for climate change mitigation and adaptation, and regional planning for arts and culture. We hope that the Student Representative may be able to help us implement on-line learning opportunities during the year to spotlight each of these programs.
3. Contributions to communications and membership recruitment. We have a quarterly e-newsletter, and wish to enhance the use of webinars and social media to build the regional and intergovernmental planning community. We have a Twitter handle and encourage you to follow us there @APARegions. We are also interested in strengthening our connections with faculty and students in university regional planning programs throughout the country.
4. 2018 National Planning Conference, New Orleans, April 21-24. We will hold our annual meeting and Livable Communities Forum in conjunction with this conference, and hope to be involved in several conference presentations. So please consider attending and connecting with us there.

On behalf of the entire Executive Committee, I can say that we are thrilled to have you as part of our regional/intergovernmental team, and look forward to meeting you in person someday.

Mark VanderSchaaf
Chair, Regional and Intergovernmental Planning Division

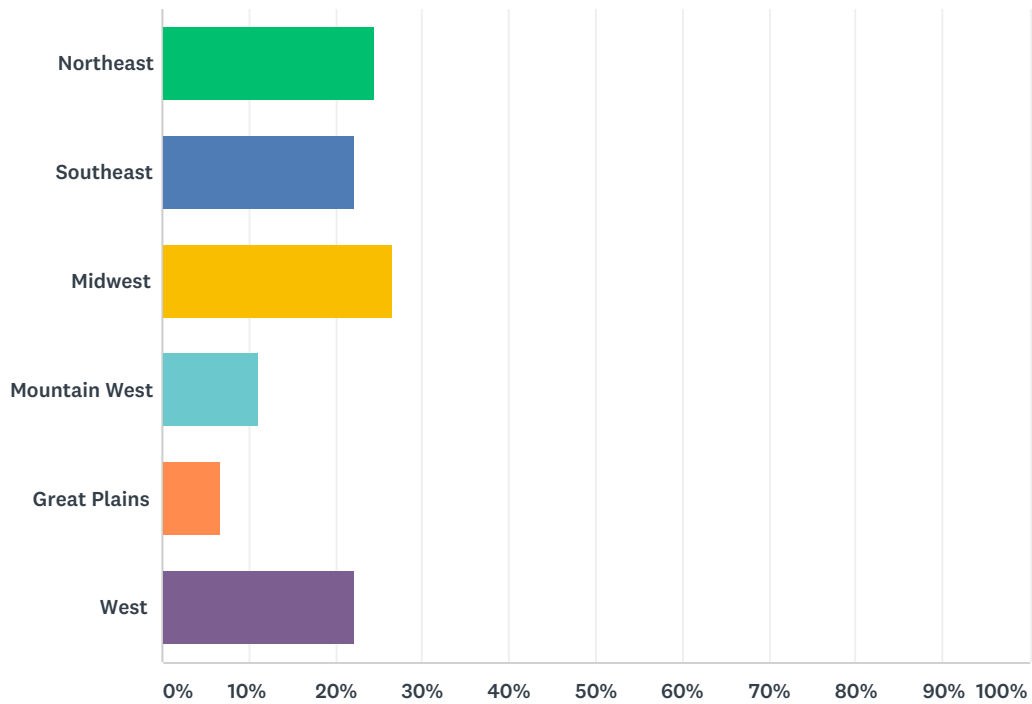
Appendix E
2018 Survey: Water Management

Q1 Which state(s) do you work in? Please list all that apply.

Answered: 45 Skipped: 0

Q2 In which geographic region(s) of the U.S. do you perform the majority of your work? Please check all that apply.

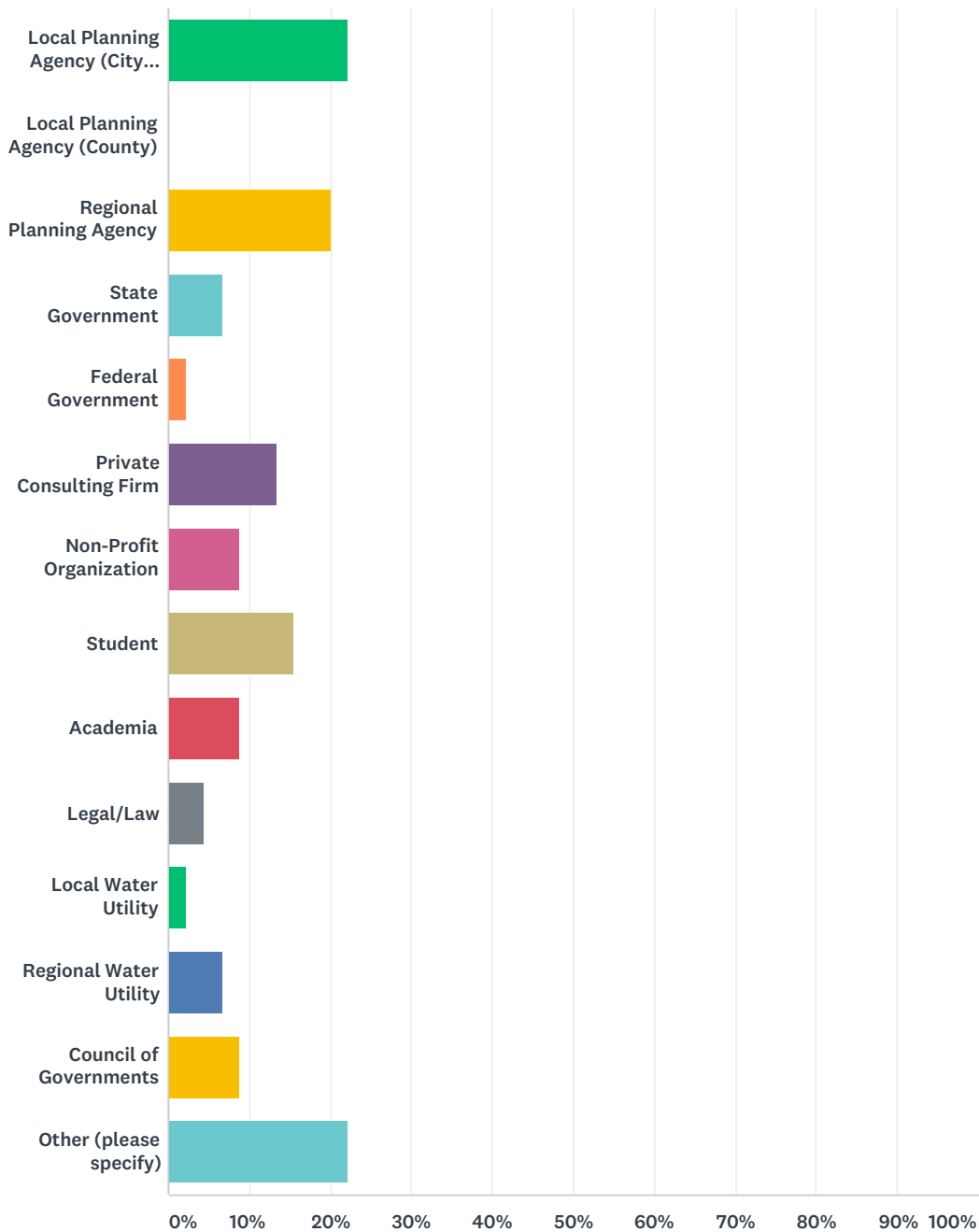
Answered: 45 Skipped: 0



| ANSWER CHOICES | RESPONSES |
|-----------------------|-----------|
| Northeast | 24.44% 11 |
| Southeast | 22.22% 10 |
| Midwest | 26.67% 12 |
| Mountain West | 11.11% 5 |
| Great Plains | 6.67% 3 |
| West | 22.22% 10 |
| Total Respondents: 45 | |

Q3 Please indicate the type of practice you are employed in. Please check all that apply.

Answered: 45 Skipped: 0

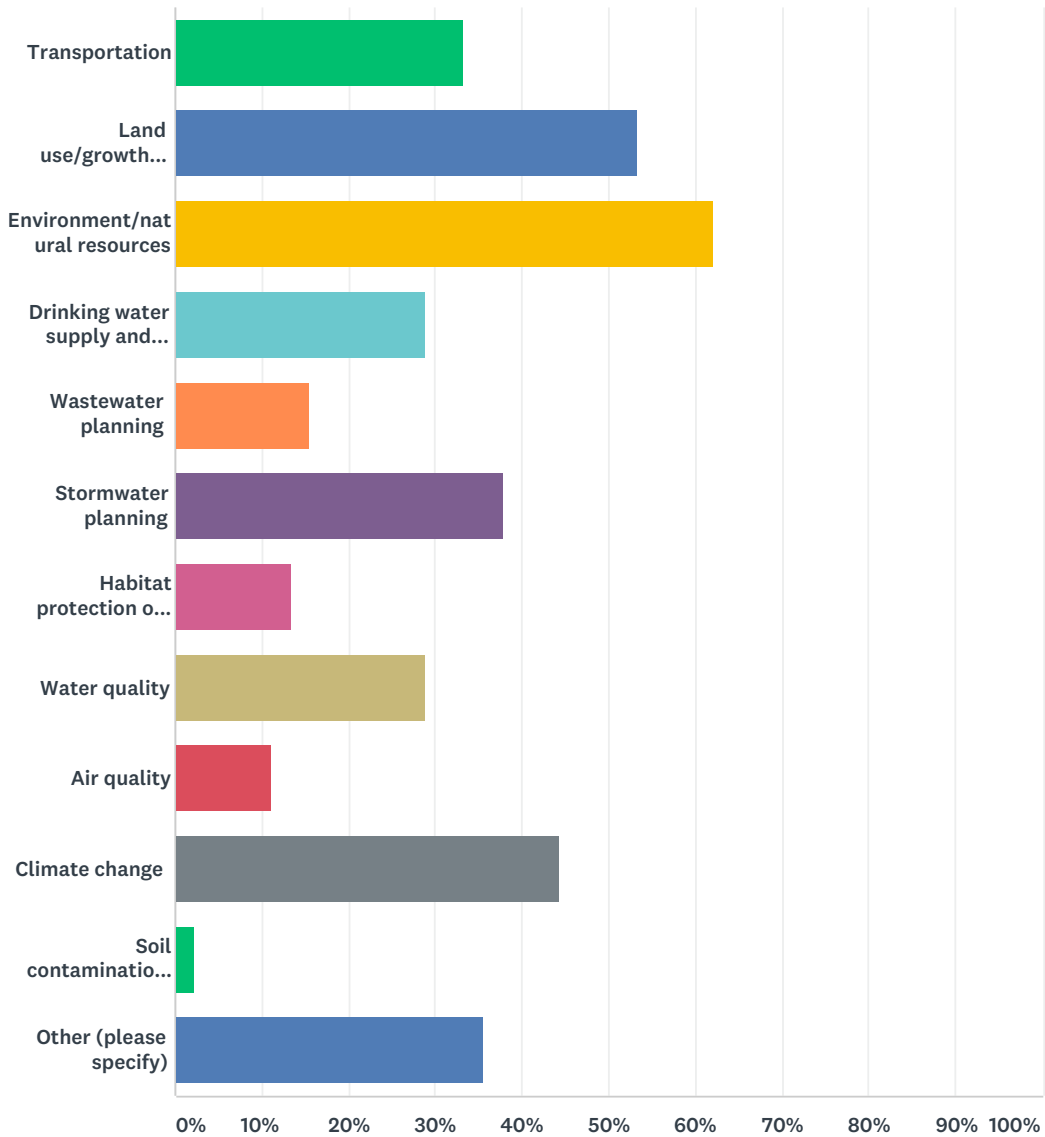


| ANSWER CHOICES | RESPONSES |
|--------------------------------------|-----------|
| Local Planning Agency (City or Town) | 22.22% 10 |
| Local Planning Agency (County) | 0.00% 0 |
| Regional Planning Agency | 20.00% 9 |
| State Government | 6.67% 3 |

| | | |
|-------------------------|--------|----|
| Federal Government | 2.22% | 1 |
| Private Consulting Firm | 13.33% | 6 |
| Non-Profit Organization | 8.89% | 4 |
| Student | 15.56% | 7 |
| Academia | 8.89% | 4 |
| Legal/Law | 4.44% | 2 |
| Local Water Utility | 2.22% | 1 |
| Regional Water Utility | 6.67% | 3 |
| Council of Governments | 8.89% | 4 |
| Other (please specify) | 22.22% | 10 |
| Total Respondents: 45 | | |

Q4 What is the major focus of your work? Please check all that apply.

Answered: 45 Skipped: 0

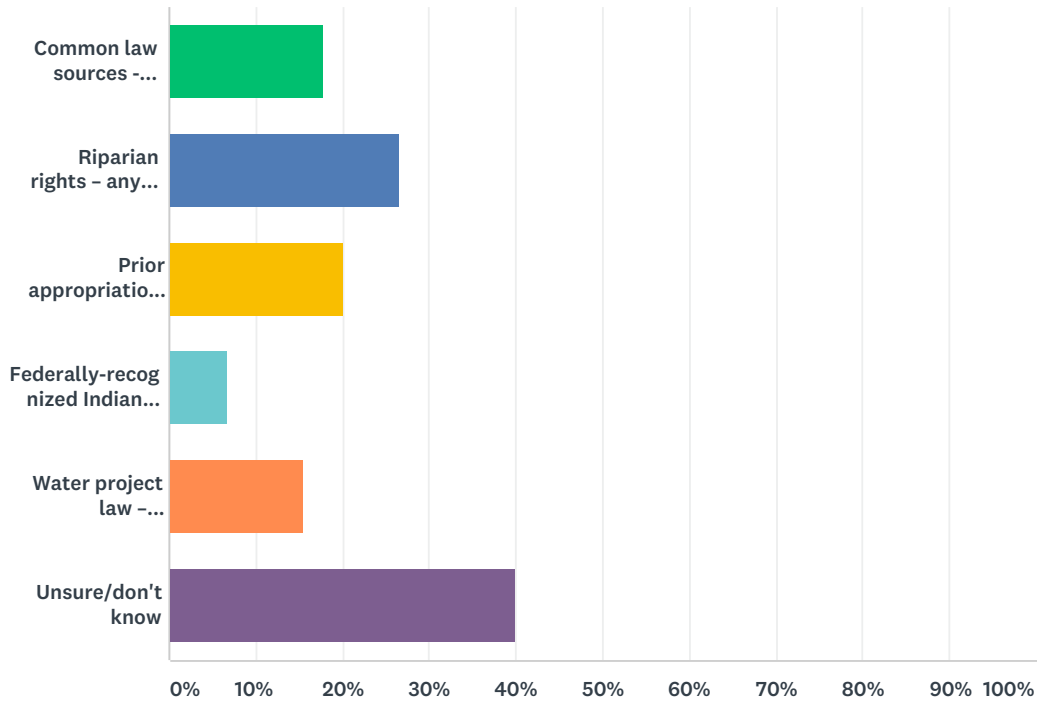


| ANSWER CHOICES | RESPONSES | |
|--------------------------------------|-----------|----|
| Transportation | 33.33% | 15 |
| Land use/growth management | 53.33% | 24 |
| Environment/natural resources | 62.22% | 28 |
| Drinking water supply and protection | 28.89% | 13 |
| Wastewater planning | 15.56% | 7 |
| Stormwater planning | 37.78% | 17 |
| Habitat protection or preservation | 13.33% | 6 |
| Water quality | 28.89% | 13 |

| | | |
|-------------------------------|--------|----|
| Air quality | 11.11% | 5 |
| Climate change | 44.44% | 20 |
| Soil contamination or cleanup | 2.22% | 1 |
| Other (please specify) | 35.56% | 16 |
| Total Respondents: 45 | | |

Q5 What is the primary legal foundation for water use in your state? Please check all that apply.

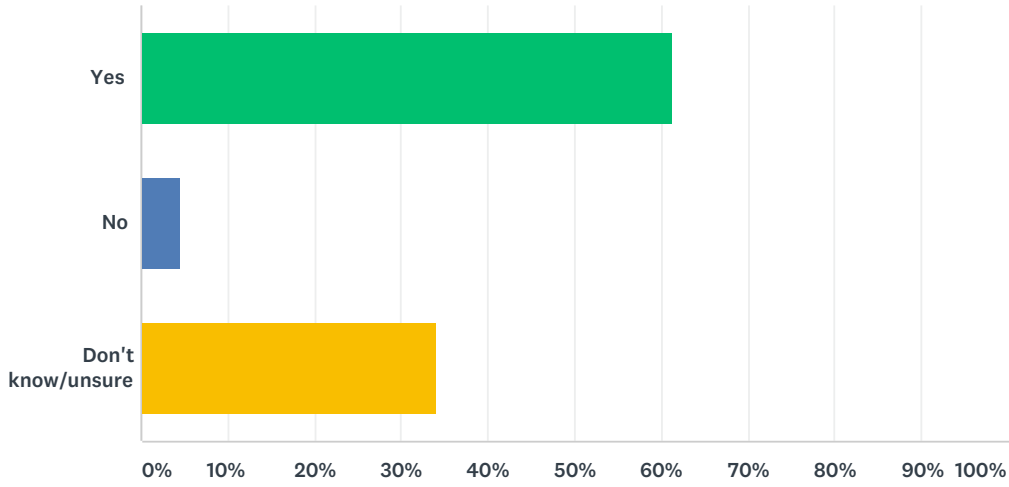
Answered: 45 Skipped: 0



| ANSWER CHOICES | RESPONSES | |
|---|-----------|----|
| Common law sources - rights to water must be claimed against the land over which water flows or rests | 17.78% | 8 |
| Riparian rights – anyone whose land has frontage on a body of water has rights to use it | 26.67% | 12 |
| Prior appropriation doctrine – water rights apply to whoever first puts water to beneficial use | 20.00% | 9 |
| Federally-recognized Indian Tribes and water law | 6.67% | 3 |
| Water project law – construction, management, financing, and repair of major water projects | 15.56% | 7 |
| Unsure/don't know | 40.00% | 18 |
| Total Respondents: 45 | | |

Q6 Does your state have a water resources management plan?

Answered: 44 Skipped: 1



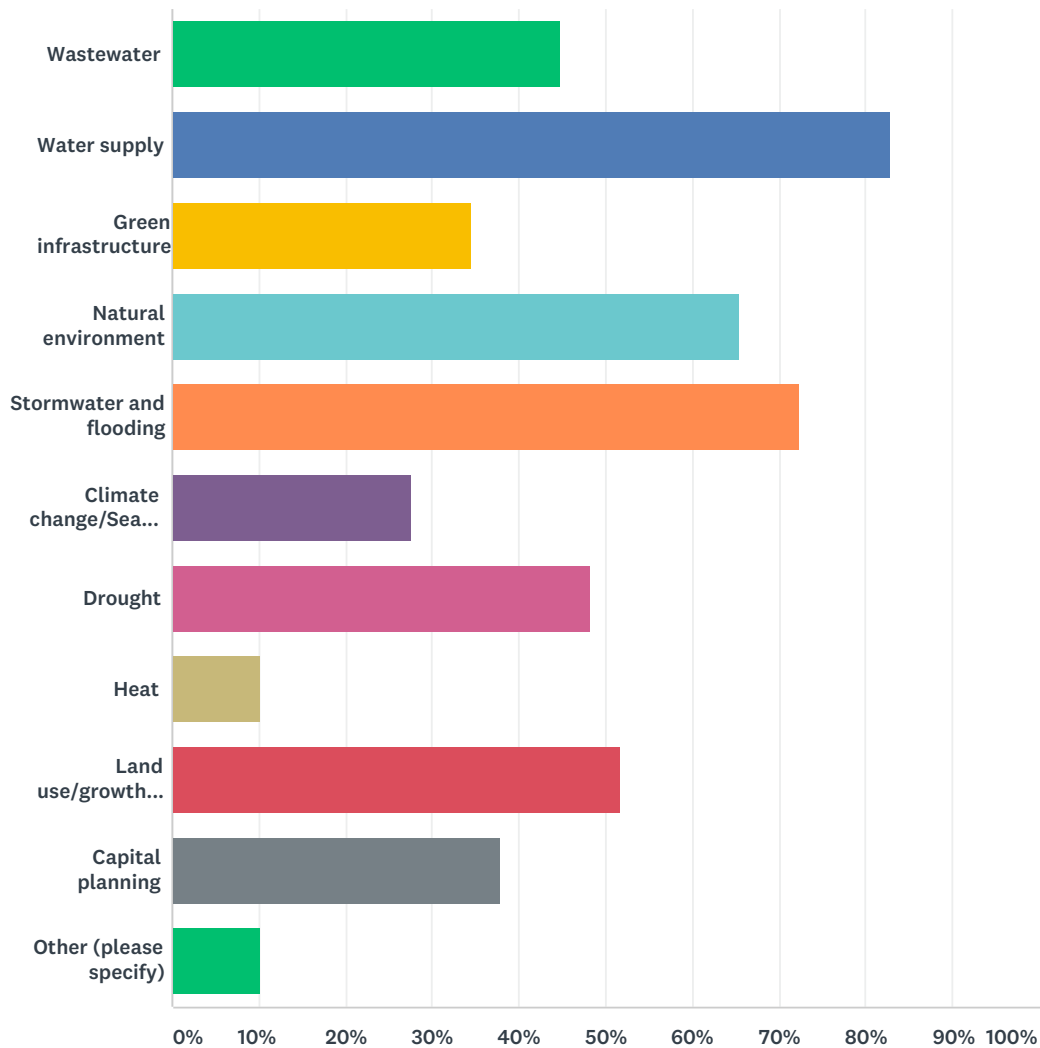
| ANSWER CHOICES | RESPONSES | |
|-------------------|-----------|-----------|
| Yes | 61.36% | 27 |
| No | 4.55% | 2 |
| Don't know/unsure | 34.09% | 15 |
| TOTAL | | 44 |

Q7 If "Yes" to Question 6 please share the name or citation of the water resources management plan, if known.

Answered: 29 Skipped: 16

Q8 If "Yes" to Question 6, which of the following issues are integrated into the statewide water resources plan? Please check all that apply.

Answered: 29 Skipped: 16

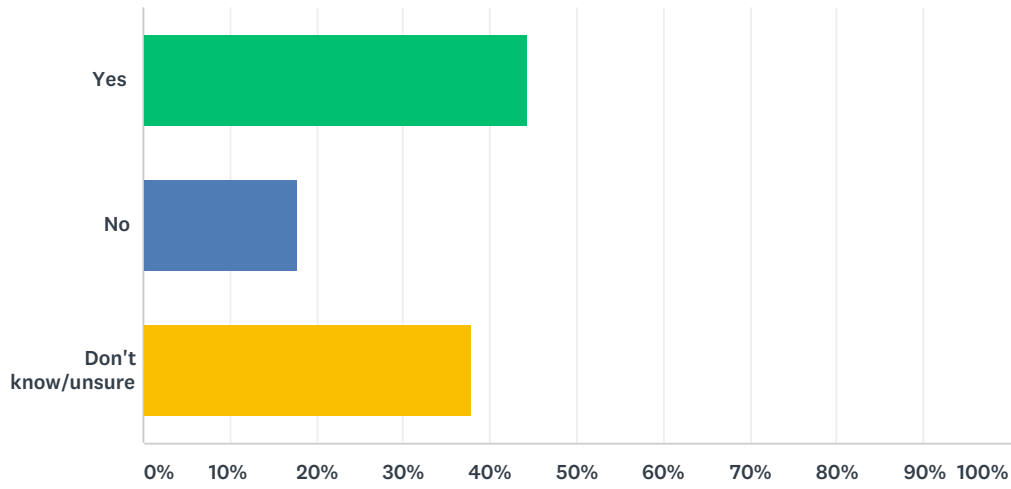


| ANSWER CHOICES | RESPONSES | |
|-------------------------------|-----------|----|
| Wastewater | 44.83% | 13 |
| Water supply | 82.76% | 24 |
| Green infrastructure | 34.48% | 10 |
| Natural environment | 65.52% | 19 |
| Stormwater and flooding | 72.41% | 21 |
| Climate change/Sea Level Rise | 27.59% | 8 |
| Drought | 48.28% | 14 |
| Heat | 10.34% | 3 |
| Land use/growth management | 51.72% | 15 |

| | | |
|------------------------|--------|----|
| Capital planning | 37.93% | 11 |
| Other (please specify) | 10.34% | 3 |
| Total Respondents: 29 | | |

Q9 Does your state have a climate action plan?

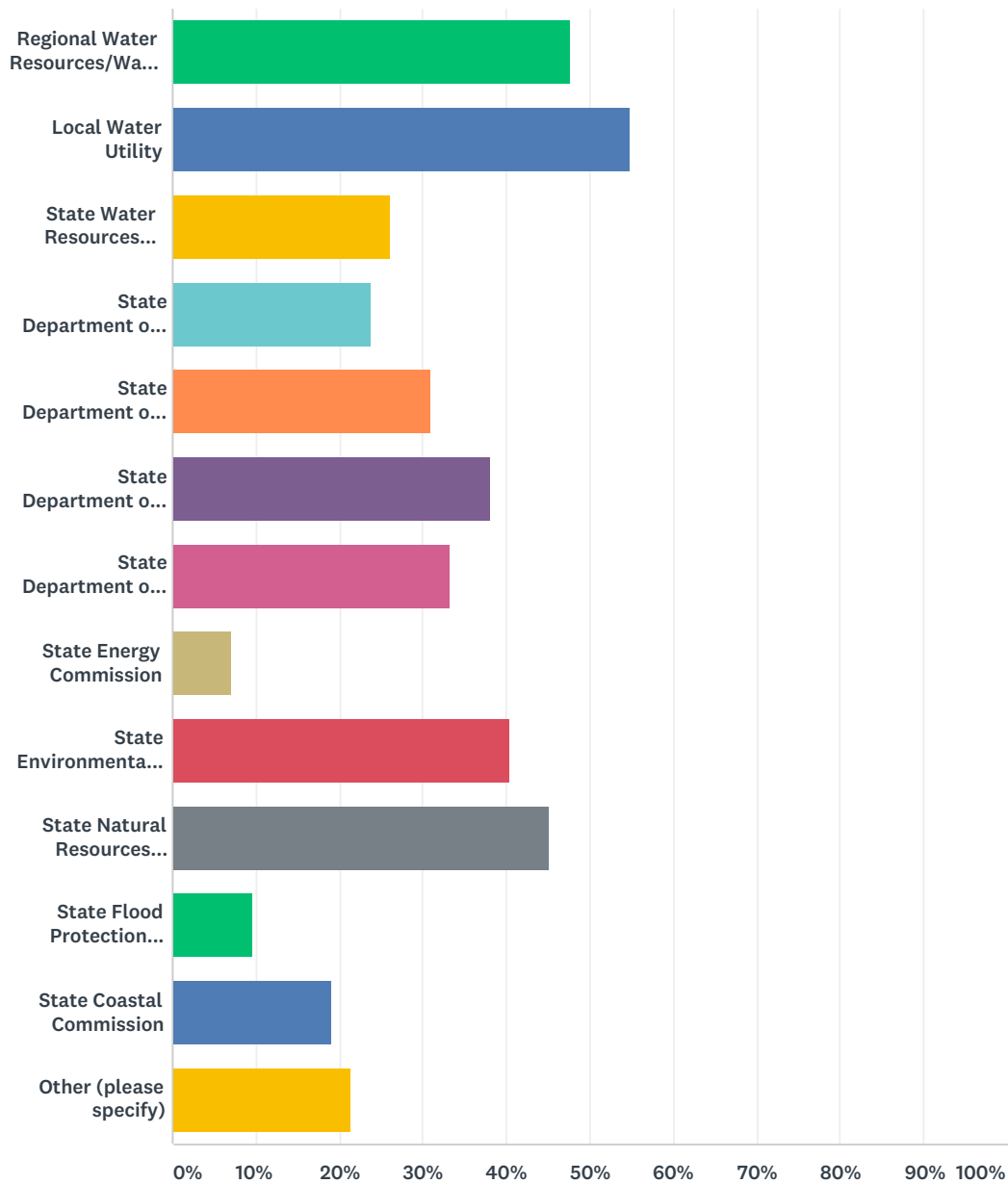
Answered: 45 Skipped: 0



| ANSWER CHOICES | RESPONSES | |
|-------------------|-----------|-----------|
| Yes | 44.44% | 20 |
| No | 17.78% | 8 |
| Don't know/unsure | 37.78% | 17 |
| TOTAL | | 45 |

Q10 Which agency(ies) have regulatory authority over water resources in your state? Please check all that apply.

Answered: 42 Skipped: 3

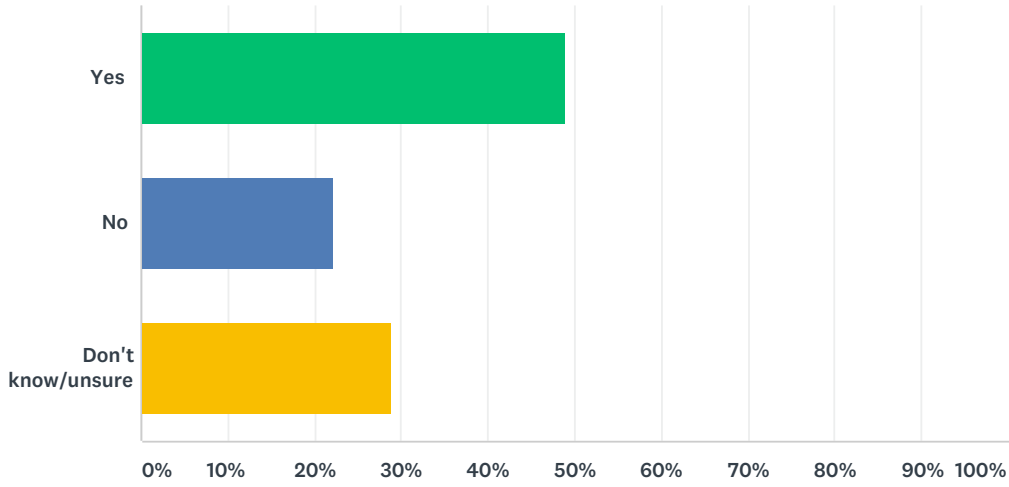


| ANSWER CHOICES | RESPONSES | |
|--|-----------|----|
| Regional Water Resources/Water Quality Authority | 47.62% | 20 |
| Local Water Utility | 54.76% | 23 |
| State Water Resources Control Board | 26.19% | 11 |
| State Department of Conservation | 23.81% | 10 |
| State Department of Fish and Wildlife | 30.95% | 13 |

| | | |
|---------------------------------------|--------|----|
| State Department of Public Health | 38.10% | 16 |
| State Department of Water Resources | 33.33% | 14 |
| State Energy Commission | 7.14% | 3 |
| State Environmental Protection Agency | 40.48% | 17 |
| State Natural Resources Agency | 45.24% | 19 |
| State Flood Protection Board/Agency | 9.52% | 4 |
| State Coastal Commission | 19.05% | 8 |
| Other (please specify) | 21.43% | 9 |
| Total Respondents: 42 | | |

Q11 Is there a central authority over water resources in your state?

Answered: 45 Skipped: 0



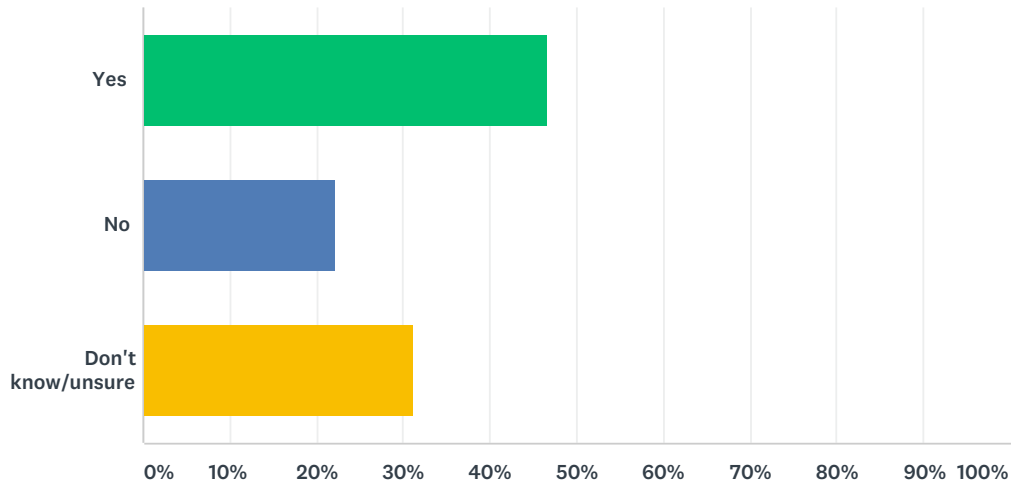
| ANSWER CHOICES | RESPONSES | |
|-------------------|-----------|-----------|
| Yes | 48.89% | 22 |
| No | 22.22% | 10 |
| Don't know/unsure | 28.89% | 13 |
| TOTAL | | 45 |

**Q12 If "Yes" to Question 11 above, Please provide the name of this
agency/authority**

Answered: 24 Skipped: 21

Q13 Does your region have a water resources management plan?

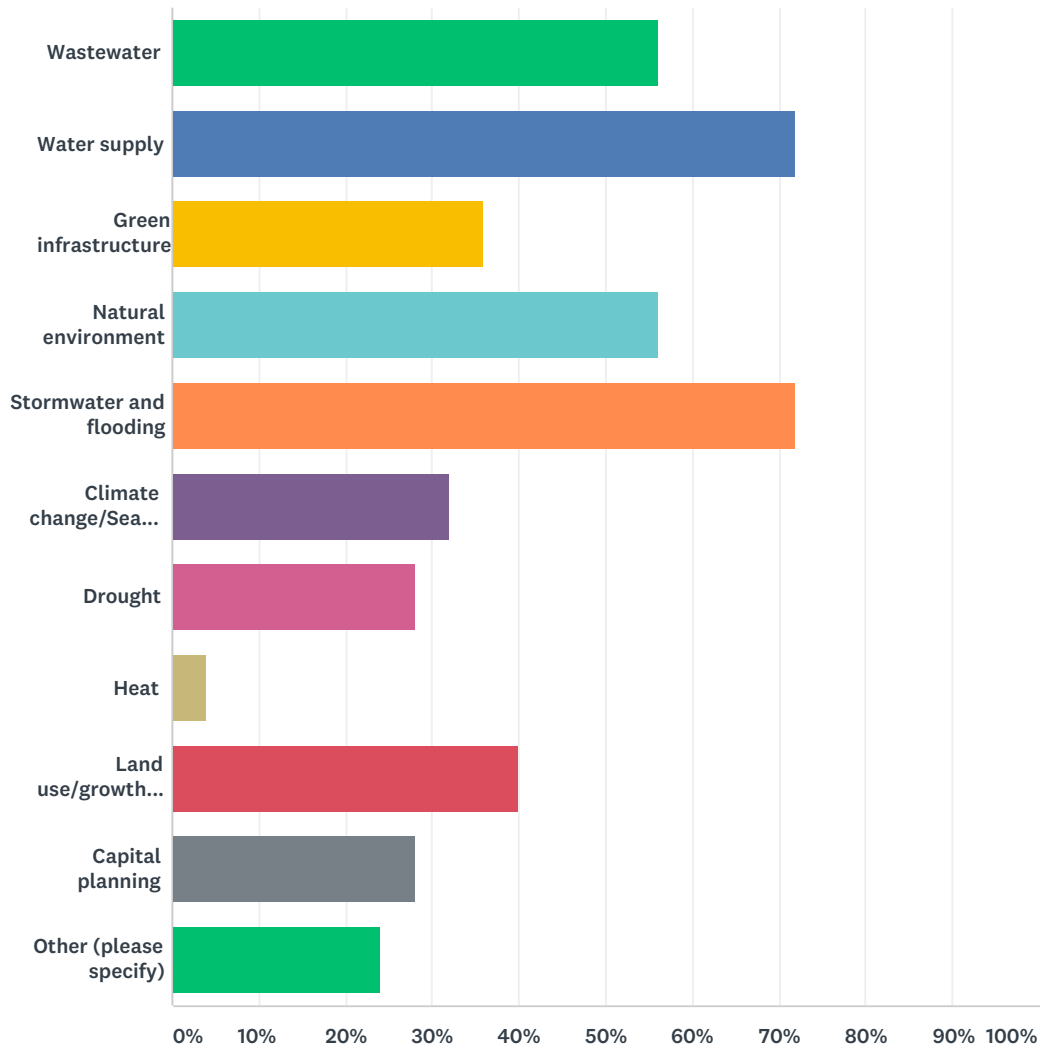
Answered: 45 Skipped: 0



| ANSWER CHOICES | RESPONSES | |
|-------------------|-----------|-----------|
| Yes | 46.67% | 21 |
| No | 22.22% | 10 |
| Don't know/unsure | 31.11% | 14 |
| TOTAL | | 45 |

Q14 If "Yes" to Question 13, which of the following issues are integrated/addressed within your regional water resource plan? Please check all that apply.

Answered: 25 Skipped: 20

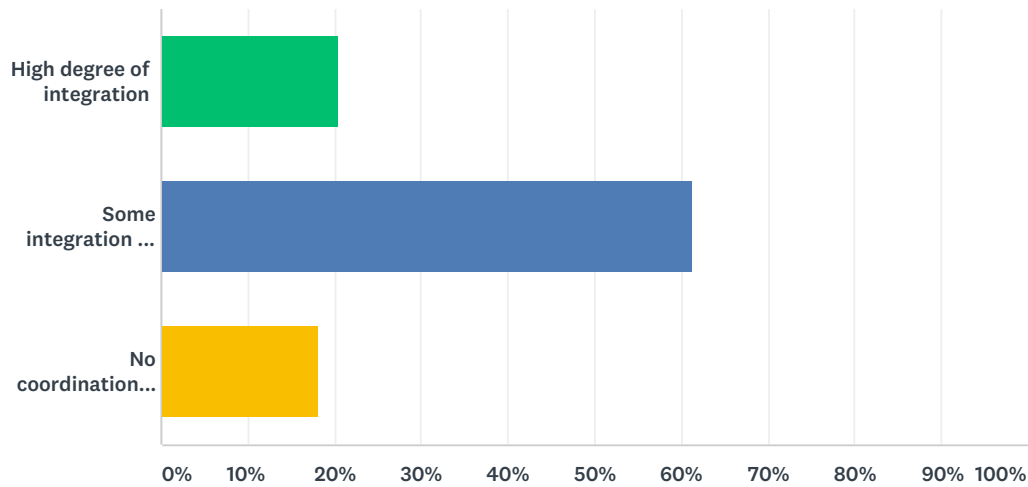


| ANSWER CHOICES | RESPONSES | |
|-------------------------------|-----------|----|
| Wastewater | 56.00% | 14 |
| Water supply | 72.00% | 18 |
| Green infrastructure | 36.00% | 9 |
| Natural environment | 56.00% | 14 |
| Stormwater and flooding | 72.00% | 18 |
| Climate change/Sea Level Rise | 32.00% | 8 |
| Drought | 28.00% | 7 |
| Heat | 4.00% | 1 |

| | | |
|----------------------------|--------|----|
| Land use/growth management | 40.00% | 10 |
| Capital planning | 28.00% | 7 |
| Other (please specify) | 24.00% | 6 |
| Total Respondents: 25 | | |

Q15 To what degree are regional/local water plans coordinated/integrated in your state?

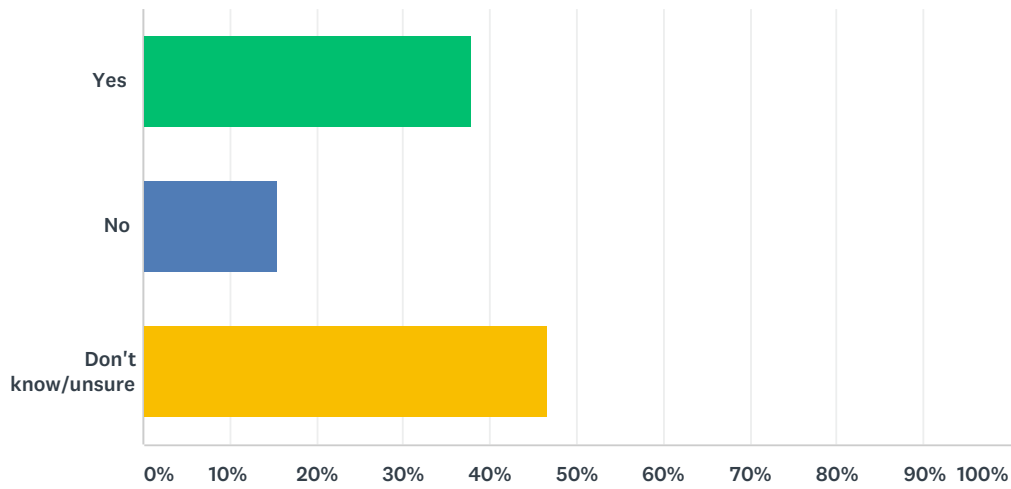
Answered: 44 Skipped: 1



| ANSWER CHOICES | RESPONSES | |
|--|-----------|-----------|
| High degree of integration | 20.45% | 9 |
| Some integration but not across all issues | 61.36% | 27 |
| No coordination/integration | 18.18% | 8 |
| TOTAL | | 44 |

Q16 Does your state/region incorporate the use of scenario planning tools in developing its water management plan?

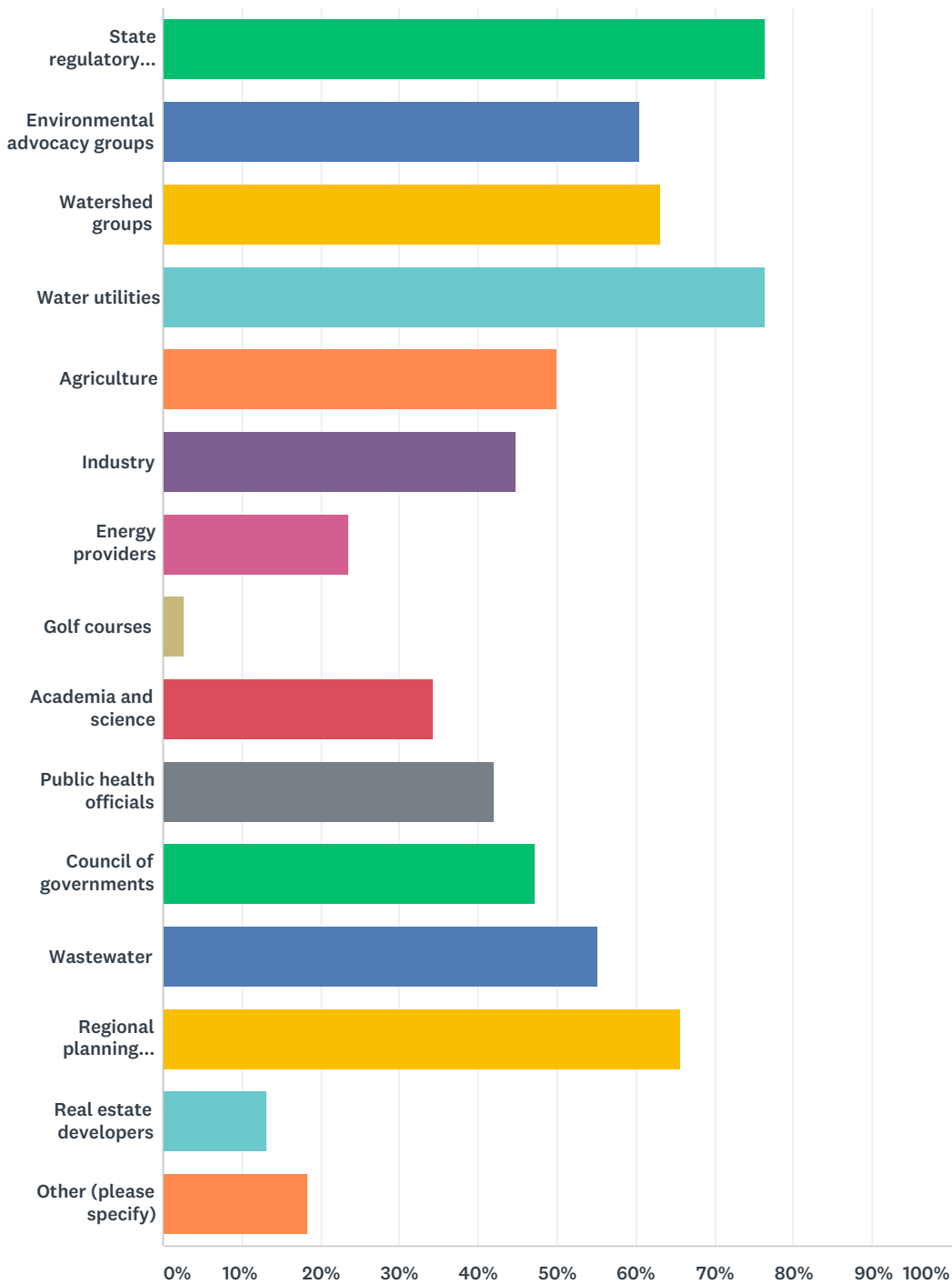
Answered: 45 Skipped: 0



| ANSWER CHOICES | RESPONSES | |
|-------------------|-----------|-----------|
| Yes | 37.78% | 17 |
| No | 15.56% | 7 |
| Don't know/unsure | 46.67% | 21 |
| TOTAL | | 45 |

Q17 Which stakeholders are involved in water planning at the regional scale? Please check all that apply.

Answered: 38 Skipped: 7



| ANSWER CHOICES | RESPONSES |
|-------------------------------|-----------|
| State regulatory authorities | 76.32% 29 |
| Environmental advocacy groups | 60.53% 23 |

| | | |
|----------------------------|--------|----|
| Watershed groups | 63.16% | 24 |
| Water utilities | 76.32% | 29 |
| Agriculture | 50.00% | 19 |
| Industry | 44.74% | 17 |
| Energy providers | 23.68% | 9 |
| Golf courses | 2.63% | 1 |
| Academia and science | 34.21% | 13 |
| Public health officials | 42.11% | 16 |
| Council of governments | 47.37% | 18 |
| Wastewater | 55.26% | 21 |
| Regional planning agencies | 65.79% | 25 |
| Real estate developers | 13.16% | 5 |
| Other (please specify) | 18.42% | 7 |
| Total Respondents: 38 | | |

Q18 If "Yes" to Question 16 which scenario planning tools were used?

Answered: 12 Skipped: 33

Q19 If you are willing to have us contact you for more information, please provide your contact information

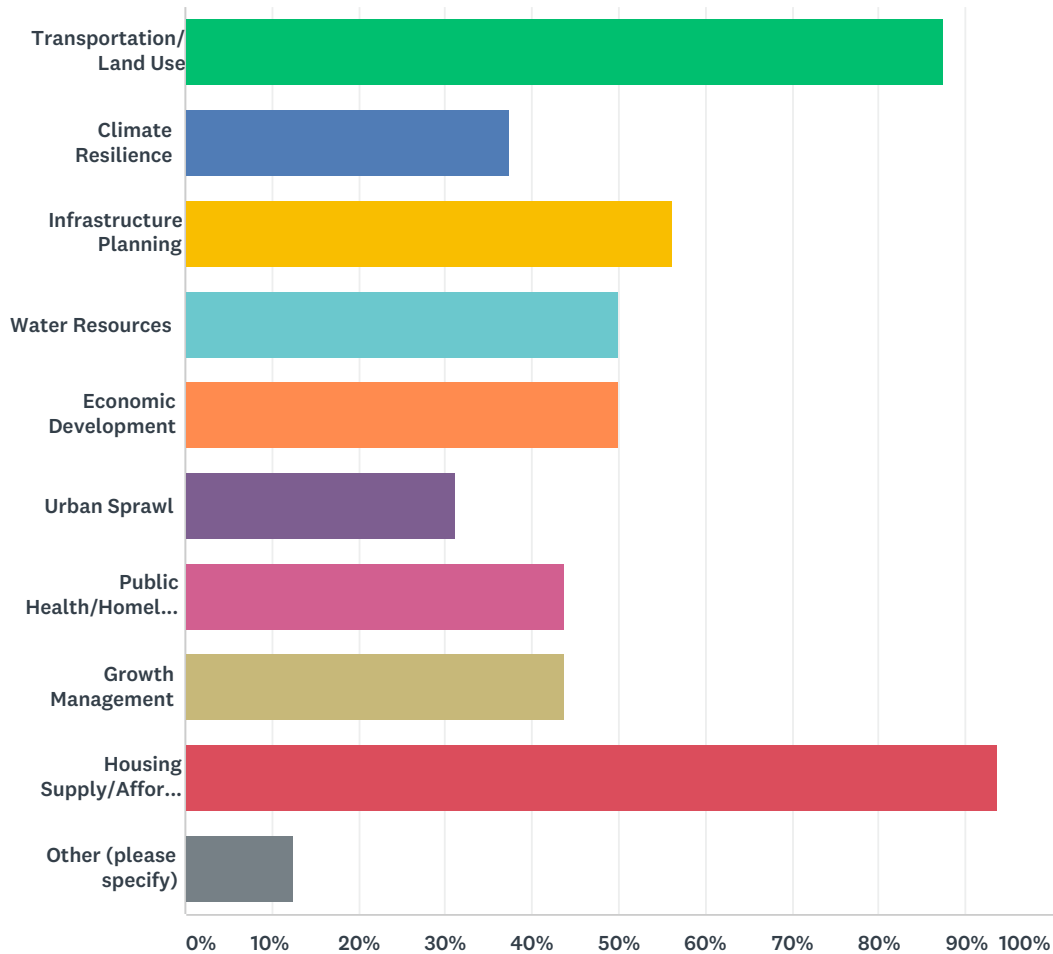
Answered: 15 Skipped: 30

| ANSWER CHOICES | RESPONSES | |
|----------------|-----------|----|
| First Name | 100.00% | 15 |
| Last Name | 100.00% | 15 |
| Title | 80.00% | 12 |
| Organization | 93.33% | 14 |
| City | 93.33% | 14 |
| State | 93.33% | 14 |
| E-Mail Address | 100.00% | 15 |
| Telephone # | 80.00% | 12 |

Appendix F
2018 Survey: General Membership

Q1 What are the most pressing issues facing your region? Please check all that apply.

Answered: 16 Skipped: 0

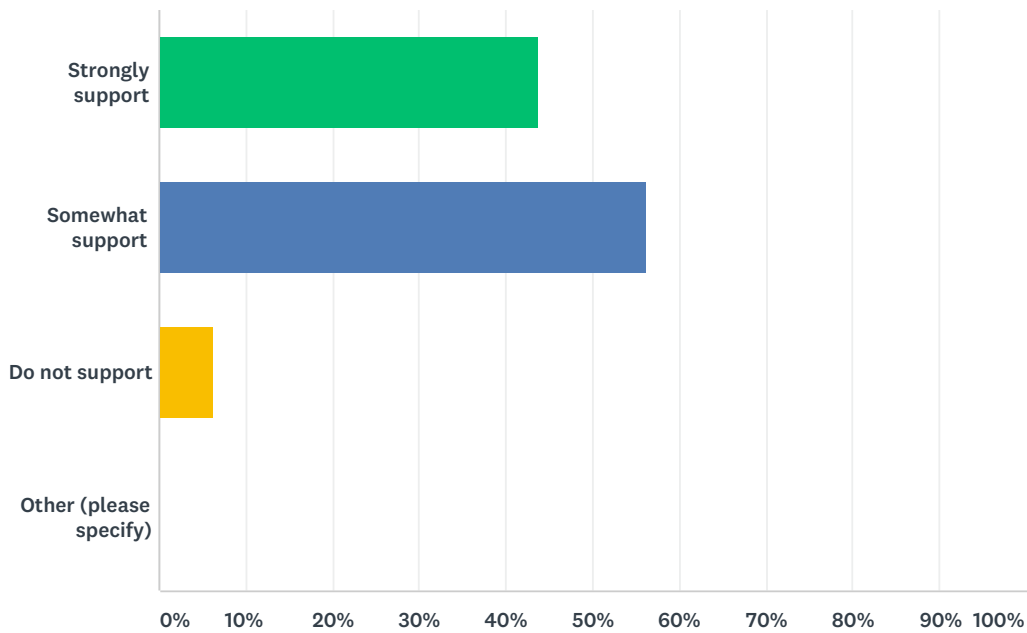


| ANSWER CHOICES | RESPONSES | |
|------------------------------|-----------|----|
| Transportation/Land Use | 87.50% | 14 |
| Climate Resilience | 37.50% | 6 |
| Infrastructure Planning | 56.25% | 9 |
| Water Resources | 50.00% | 8 |
| Economic Development | 50.00% | 8 |
| Urban Sprawl | 31.25% | 5 |
| Public Health/Homelessness | 43.75% | 7 |
| Growth Management | 43.75% | 7 |
| Housing Supply/Affordability | 93.75% | 15 |
| Other (please specify) | 12.50% | 2 |

Total Respondents: 16

Q2 Regional and Intergovernmental Planning Division's current work plan focuses on three initiatives: integrated water planning to address climate change, support for an annual livable communities forum, and regional arts and culture. How strongly do you support continuation of these initiatives in next year's work plan?

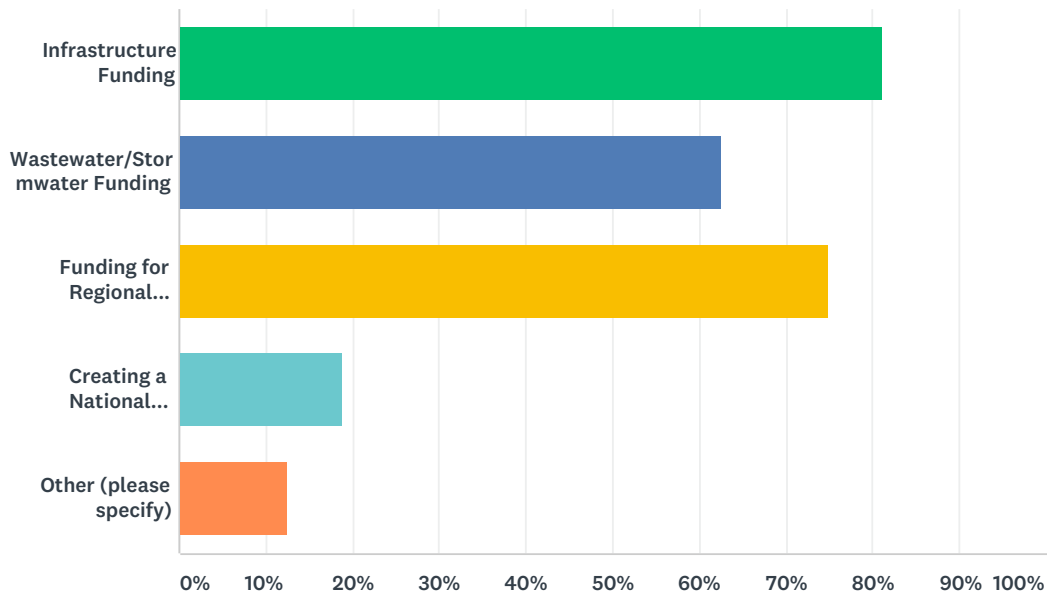
Answered: 16 Skipped: 0



| ANSWER CHOICES | RESPONSES | |
|------------------------|-----------|---|
| Strongly support | 43.75% | 7 |
| Somewhat support | 56.25% | 9 |
| Do not support | 6.25% | 1 |
| Other (please specify) | 0.00% | 0 |
| Total Respondents: 16 | | |

Q3 What federal legislative initiatives would most benefit your region? Please check all that apply.

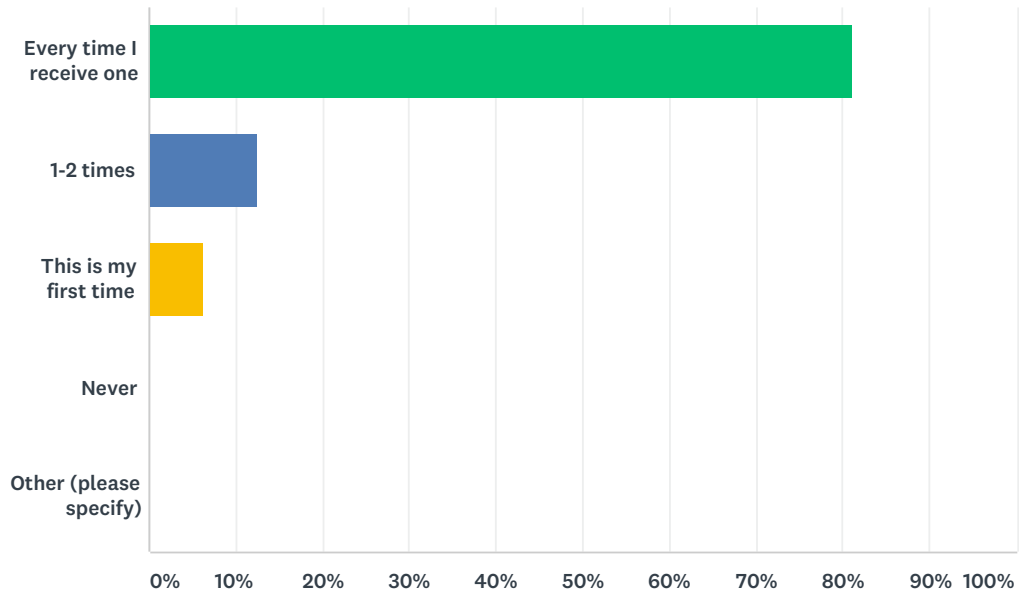
Answered: 16 Skipped: 0



| ANSWER CHOICES | RESPONSES | |
|--|-----------|----|
| Infrastructure Funding | 81.25% | 13 |
| Wastewater/Stormwater Funding | 62.50% | 10 |
| Funding for Regional Sustainable/Livable Communities | 75.00% | 12 |
| Creating a National Development Policy | 18.75% | 3 |
| Other (please specify) | 12.50% | 2 |
| Total Respondents: 16 | | |

Q4 How often have you read the Division E-news in the last year?

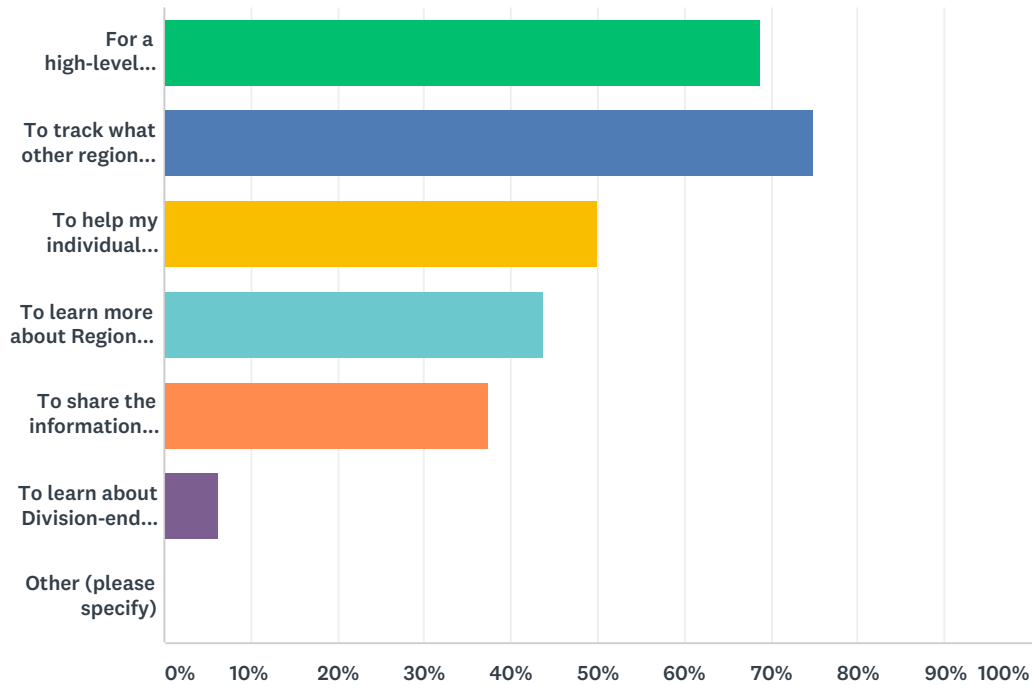
Answered: 16 Skipped: 0



| ANSWER CHOICES | RESPONSES | |
|--------------------------|-----------|-----------|
| Every time I receive one | 81.25% | 13 |
| 1-2 times | 12.50% | 2 |
| This is my first time | 6.25% | 1 |
| Never | 0.00% | 0 |
| Other (please specify) | 0.00% | 0 |
| TOTAL | | 16 |

Q5 How do you use the E-news content? Please check all that apply.

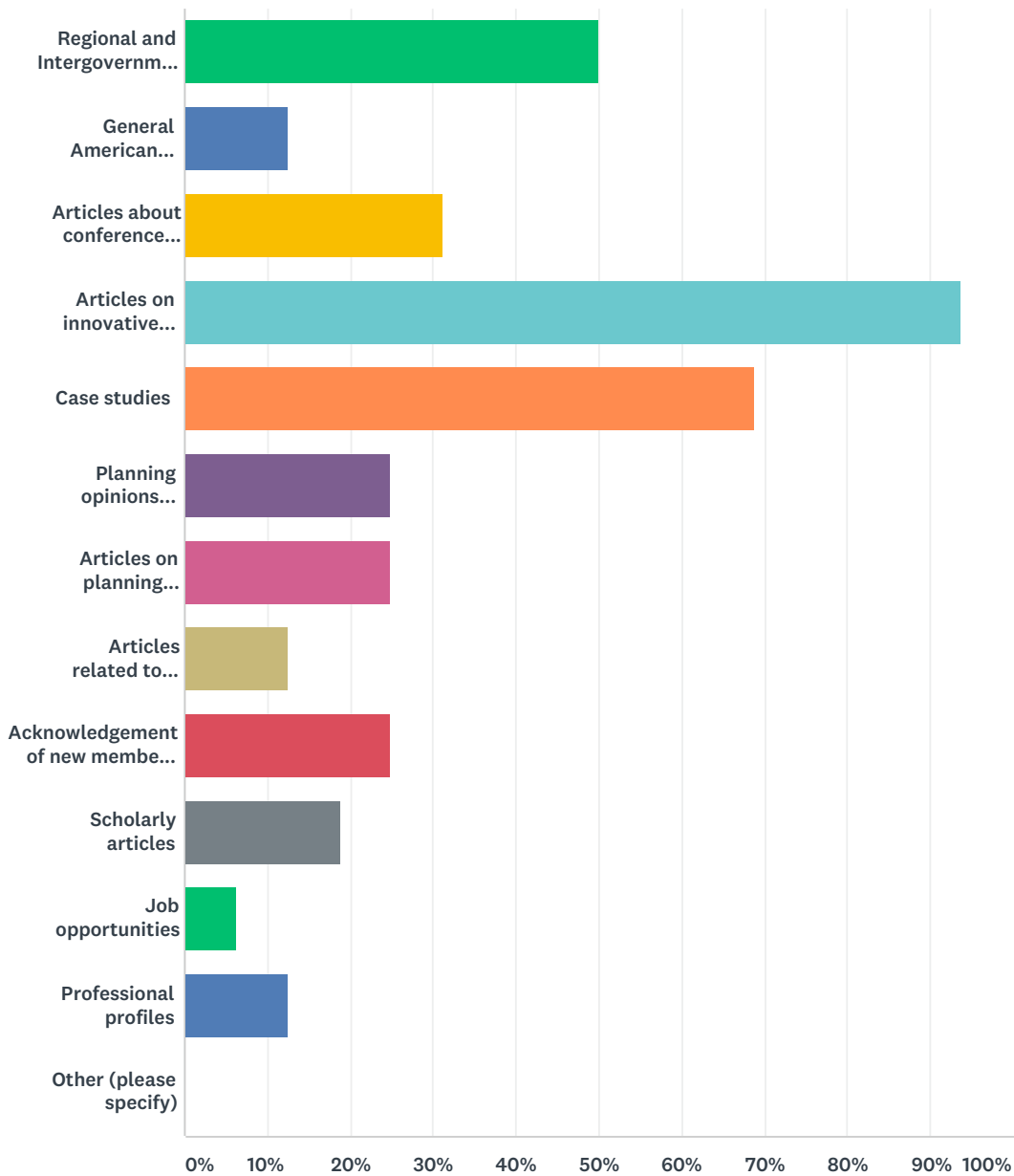
Answered: 16 Skipped: 0



| ANSWER CHOICES | RESPONSES | |
|--|-----------|----|
| For a high-level understanding of regional issues | 68.75% | 11 |
| To track what other regions are doing | 75.00% | 12 |
| To help my individual growth in the planning field | 50.00% | 8 |
| To learn more about Regional and Intergovernmental Planning Division | 43.75% | 7 |
| To share the information with others | 37.50% | 6 |
| To learn about Division-endorsed conference sessions | 6.25% | 1 |
| Other (please specify) | 0.00% | 0 |
| Total Respondents: 16 | | |

Q6 What subjects would you like to see more of? Please check all that apply.

Answered: 16 Skipped: 0

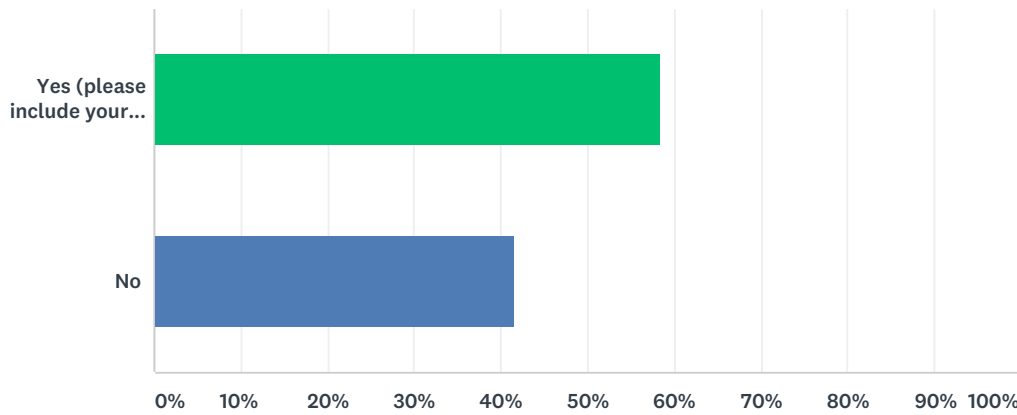


| ANSWER CHOICES | RESPONSES | |
|---|-----------|----|
| Regional and Intergovernmental Planning Division business / news / issues | 50.00% | 8 |
| General American Planning Association news that affects Division members | 12.50% | 2 |
| Articles about conference sessions | 31.25% | 5 |
| Articles on innovative technologies / programs / agencies | 93.75% | 15 |
| Case studies | 68.75% | 11 |

| | | |
|---|--------|---|
| Planning opinions ("soapbox" content) | 25.00% | 4 |
| Articles on planning education | 25.00% | 4 |
| Articles related to certification and education | 12.50% | 2 |
| Acknowledgement of new members in the division | 25.00% | 4 |
| Scholarly articles | 18.75% | 3 |
| Job opportunities | 6.25% | 1 |
| Professional profiles | 12.50% | 2 |
| Other (please specify) | 0.00% | 0 |
| Total Respondents: 16 | | |

Q7 Are you or your organization interested in contributing content to the Division E-news?

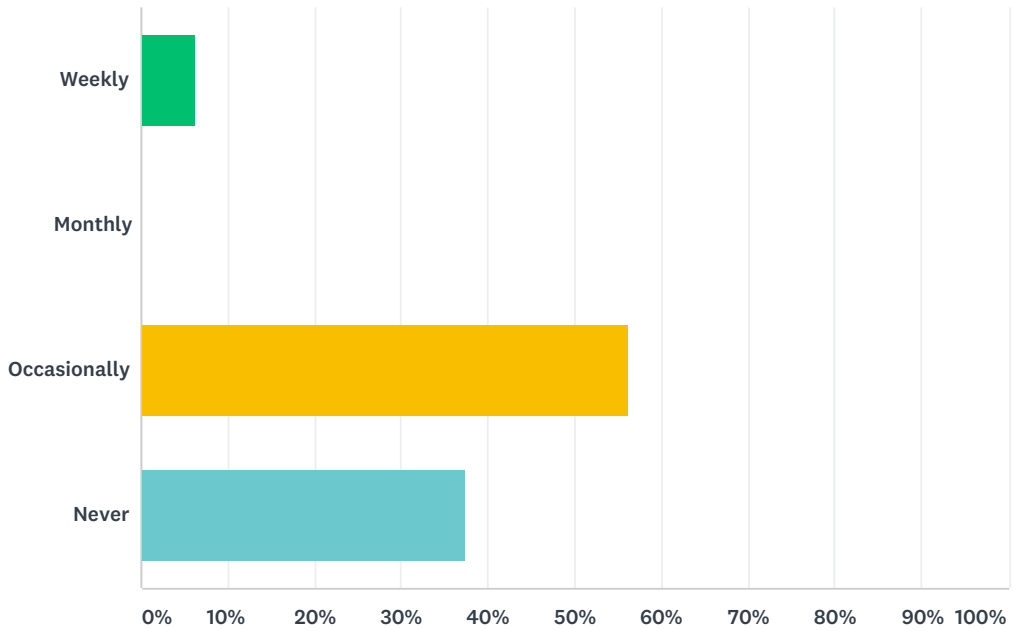
Answered: 12 Skipped: 4



| ANSWER CHOICES | RESPONSES | |
|--|-----------|----|
| Yes (please include your contact information at the end of the survey) | 58.33% | 7 |
| No | 41.67% | 5 |
| TOTAL | | 12 |

Q8 How often do you visit the Division website?

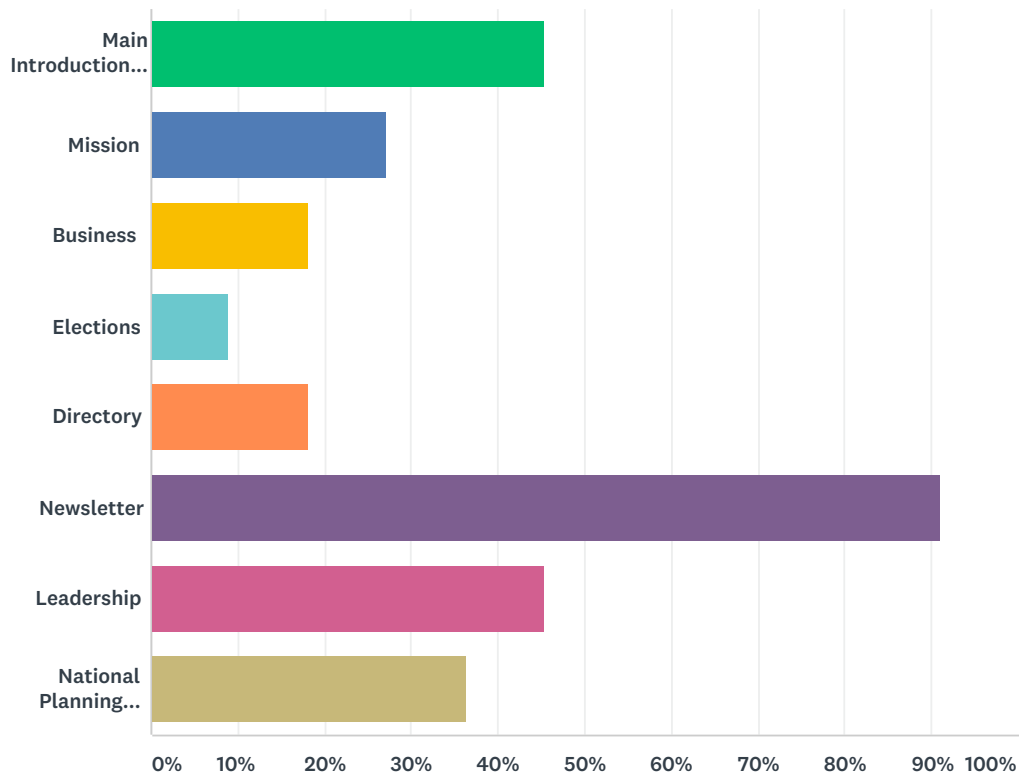
Answered: 16 Skipped: 0



| ANSWER CHOICES | RESPONSES |
|----------------|-----------|
| Weekly | 6.25% 1 |
| Monthly | 0.00% 0 |
| Occasionally | 56.25% 9 |
| Never | 37.50% 6 |
| TOTAL | 16 |

Q9 If you visit the Division website, what section(s) or information do you find most helpful or interesting? Please check all that apply.

Answered: 11 Skipped: 5



| ANSWER CHOICES | RESPONSES | |
|------------------------------|-----------|----|
| Main Introduction Page | 45.45% | 5 |
| Mission | 27.27% | 3 |
| Business | 18.18% | 2 |
| Elections | 9.09% | 1 |
| Directory | 18.18% | 2 |
| Newsletter | 90.91% | 10 |
| Leadership | 45.45% | 5 |
| National Planning Conference | 36.36% | 4 |
| Total Respondents: 11 | | |

Q10 What additional content would you like to see on the website, if any?

Answered: 5 Skipped: 11

Q11 Which college or university do you attend?

Answered: 0 Skipped: 16

Q12 Why did you join the Division? Please check all that apply.

Answered: 0 Skipped: 16

 No matching responses.

| ANSWER CHOICES | RESPONSES | |
|---------------------------------|-----------|---|
| Job opportunities/networking | 0.00% | 0 |
| Mentoring | 0.00% | 0 |
| Leadership opportunities | 0.00% | 0 |
| Resume builder | 0.00% | 0 |
| Interested in regional planning | 0.00% | 0 |
| Other (please specify) | 0.00% | 0 |
| Total Respondents: 0 | | |

Q13 What topics/issues are you most interested in? Please check all that apply.

Answered: 0 Skipped: 16

 No matching responses.

| ANSWER CHOICES | RESPONSES | |
|----------------------------|-----------|---|
| Environmental planning | 0.00% | 0 |
| Transportation planning | 0.00% | 0 |
| Economic development | 0.00% | 0 |
| Growth management/land use | 0.00% | 0 |
| Urban form/design | 0.00% | 0 |
| Housing | 0.00% | 0 |
| Open space | 0.00% | 0 |
| Other (please specify) | 0.00% | 0 |
| Total Respondents: 0 | | |

Q14 Would you be interested in serving on the Division Executive Committee as a student member?

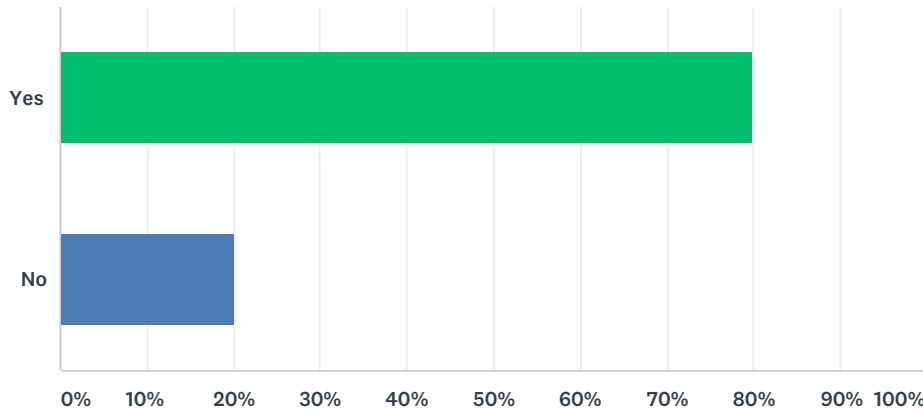
Answered: 0 Skipped: 16

 No matching responses.

| ANSWER CHOICES | RESPONSES | |
|--|-----------|---|
| Yes (please provide your contact information at the end of the survey) | 0.00% | 0 |
| No | 0.00% | 0 |
| Not sure | 0.00% | 0 |
| TOTAL | | 0 |

Q15 Are you aware that the Division sponsors activities at or just prior to the National Planning Conference?

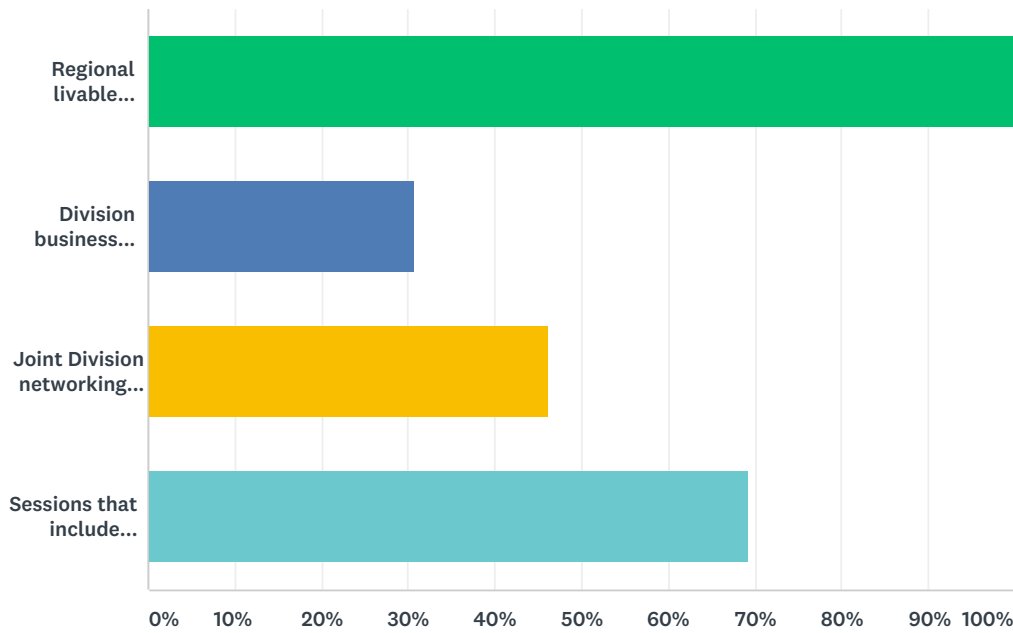
Answered: 15 Skipped: 1



| ANSWER CHOICES | RESPONSES | |
|----------------|-----------|----|
| Yes | 80.00% | 12 |
| No | 20.00% | 3 |
| TOTAL | | 15 |

Q16 Which of the Division-sponsored activities are of most interest to you? Please check all that apply.

Answered: 13 Skipped: 3



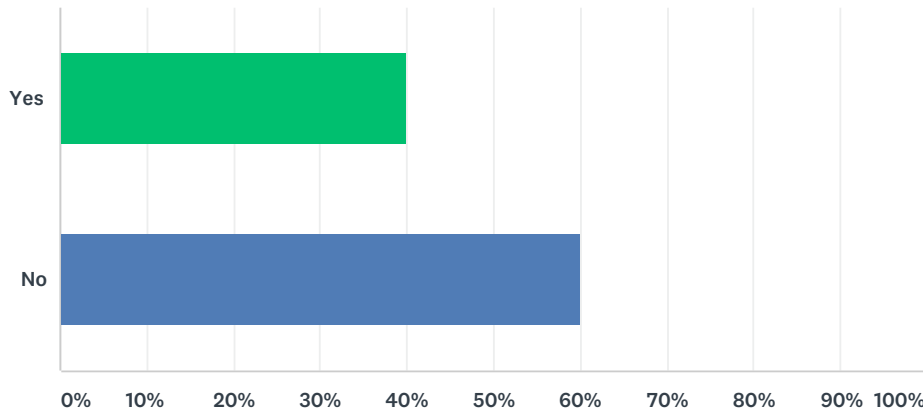
| ANSWER CHOICES | RESPONSES | |
|---|-----------|----|
| Regional livable communities forum | 100.00% | 13 |
| Division business meeting | 30.77% | 4 |
| Joint Division networking events | 46.15% | 6 |
| Sessions that include Division-related topics | 69.23% | 9 |
| Total Respondents: 13 | | |

Q17 What additional activities, if any, would you like Division to sponsor at the National Planning Conference?

Answered: 2 Skipped: 14

Q18 The annual Livable Communities Forum explores collaborative strategies to implement regional plans. Have you attended the Division's Livable Communities Forum held just before the national conference?

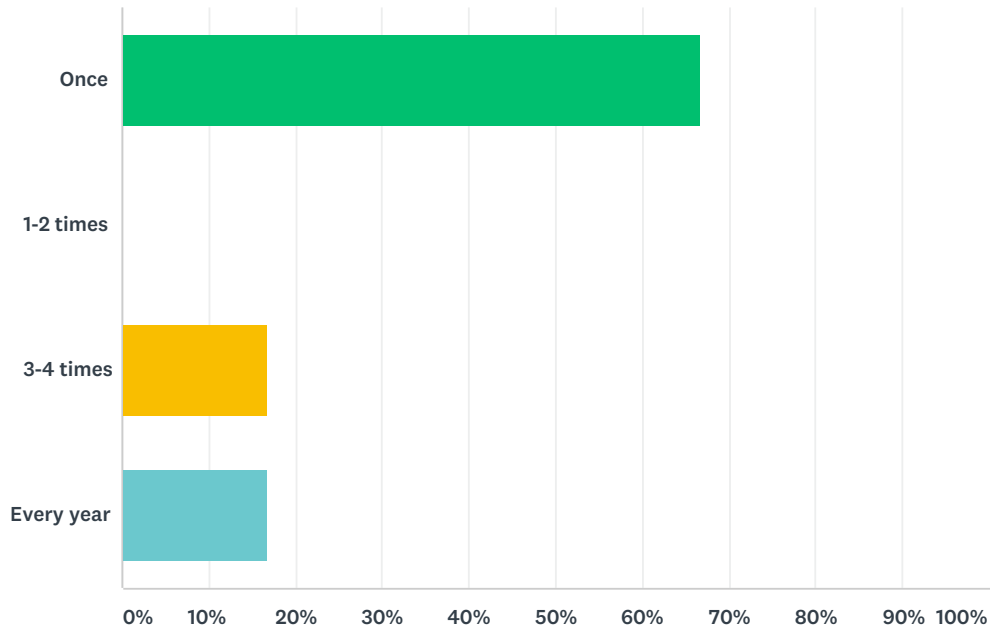
Answered: 15 Skipped: 1



| ANSWER CHOICES | RESPONSES | |
|----------------|-----------|----|
| Yes | 40.00% | 6 |
| No | 60.00% | 9 |
| TOTAL | | 15 |

Q19 If yes to question 18 above, how often have you attended the forum?

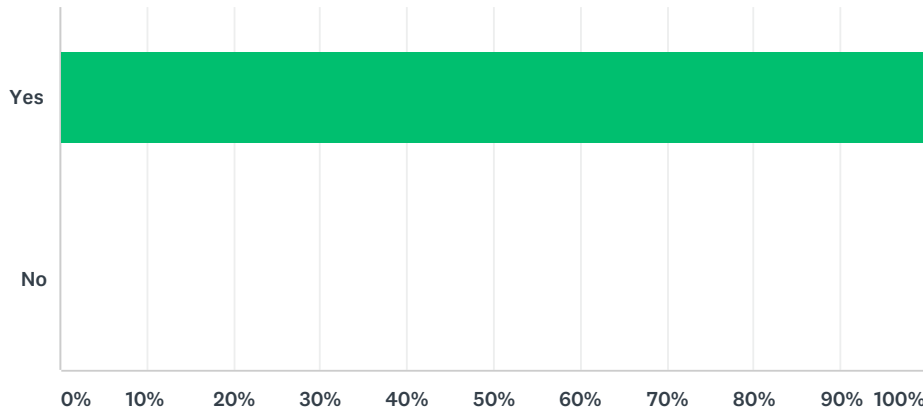
Answered: 6 Skipped: 10



| ANSWER CHOICES | RESPONSES |
|----------------|-----------|
| Once | 66.67% 4 |
| 1-2 times | 0.00% 0 |
| 3-4 times | 16.67% 1 |
| Every year | 16.67% 1 |
| TOTAL | 6 |

Q20 If yes to question 18 above, would you support a modest fee to offset costs of holding the Livable Communities Forum?

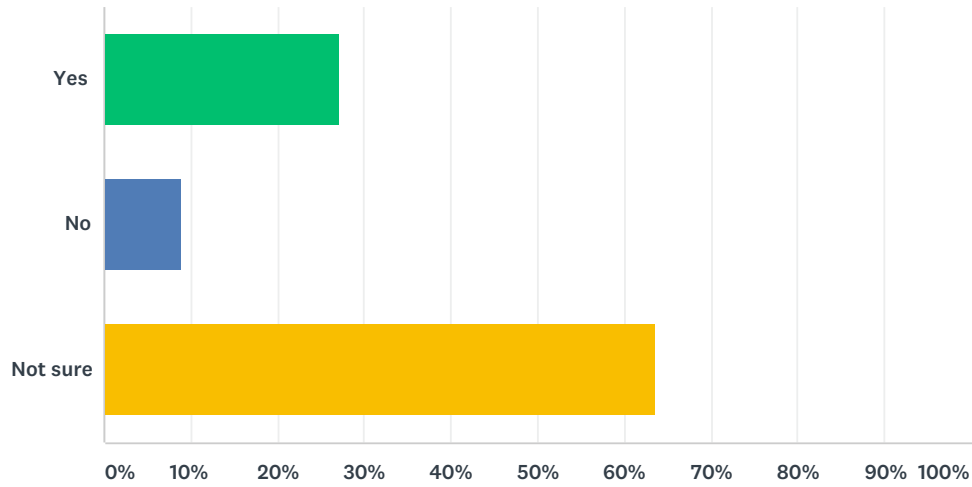
Answered: 7 Skipped: 9



| ANSWER CHOICES | RESPONSES | |
|----------------|-----------|---|
| Yes | 100.00% | 7 |
| No | 0.00% | 0 |
| TOTAL | | 7 |

Q21 Would you like the Livable Communities Forum to be broadened to include other topics?

Answered: 11 Skipped: 5



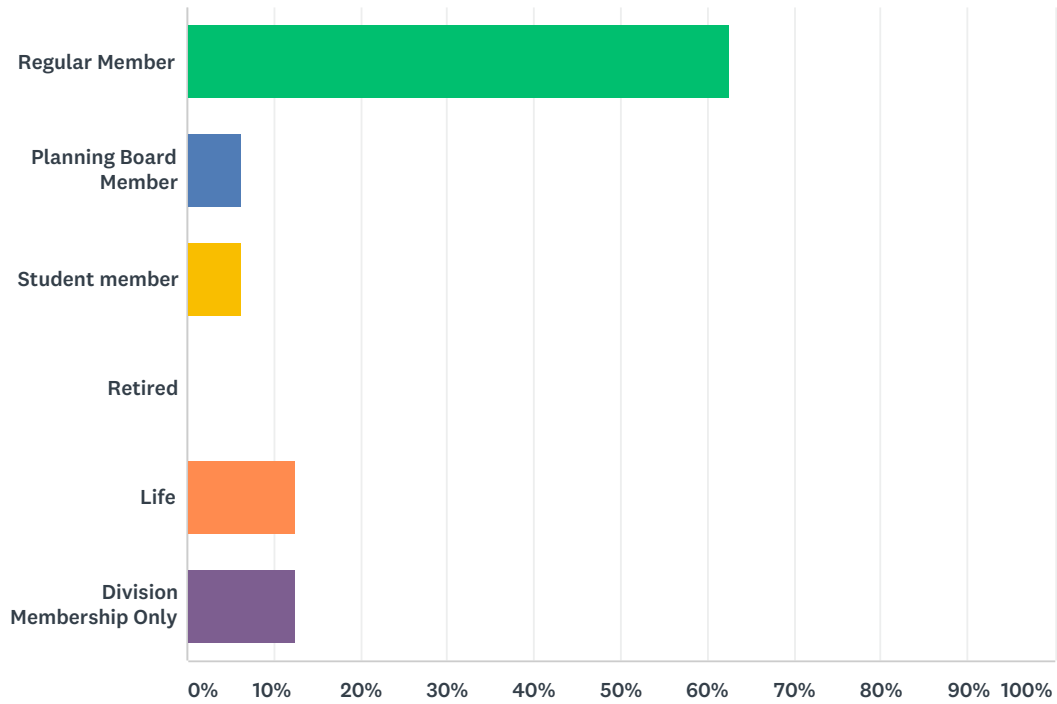
| ANSWER CHOICES | RESPONSES | |
|----------------|-----------|----|
| Yes | 27.27% | 3 |
| No | 9.09% | 1 |
| Not sure | 63.64% | 7 |
| TOTAL | | 11 |

Q22 If yes, what additional topics should be included?

Answered: 6 Skipped: 10

Q23 What is your American Planning Association Membership Type?

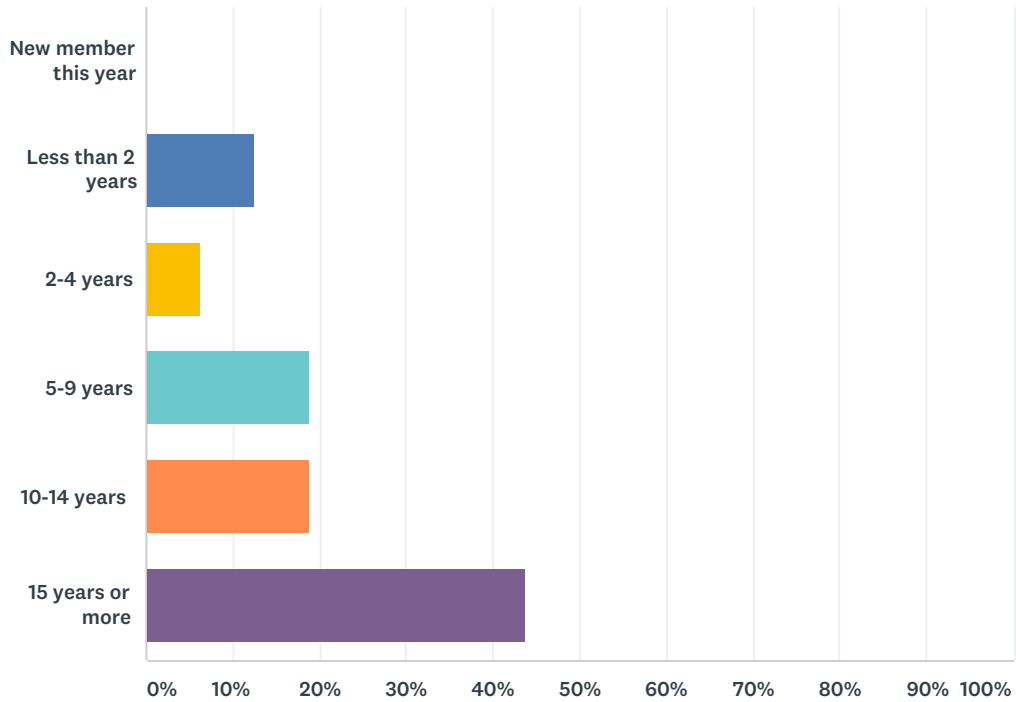
Answered: 16 Skipped: 0



| ANSWER CHOICES | RESPONSES | |
|--------------------------|-----------|-----------|
| Regular Member | 62.50% | 10 |
| Planning Board Member | 6.25% | 1 |
| Student member | 6.25% | 1 |
| Retired | 0.00% | 0 |
| Life | 12.50% | 2 |
| Division Membership Only | 12.50% | 2 |
| TOTAL | | 16 |

Q24 How long have you been a member of American Planning Association?

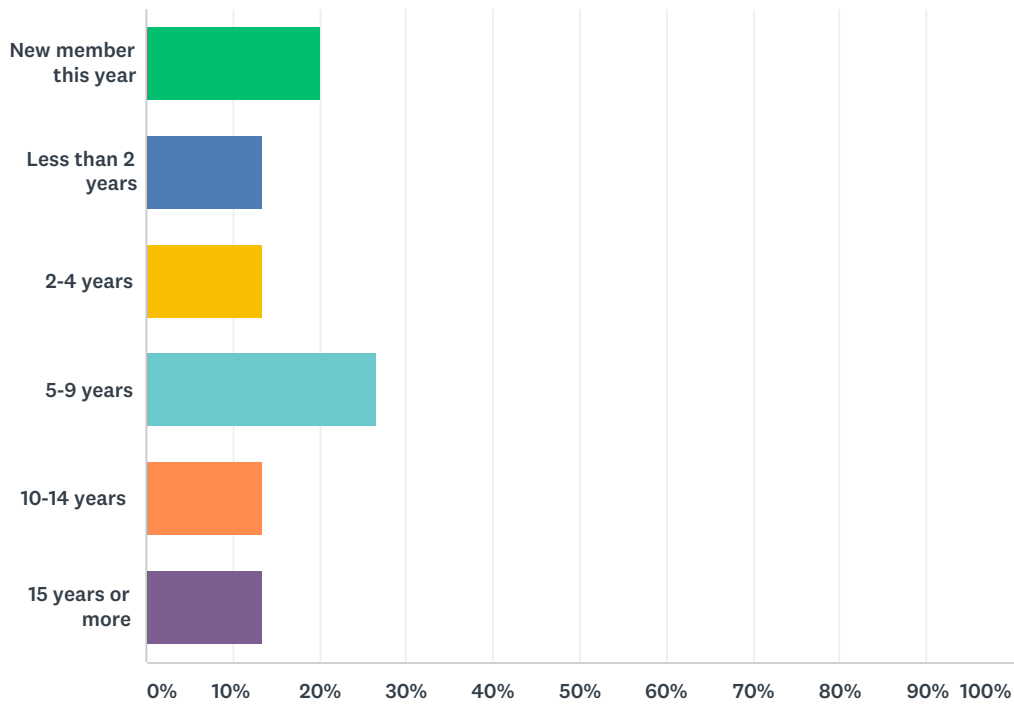
Answered: 16 Skipped: 0



| ANSWER CHOICES | RESPONSES | |
|----------------------|-----------|-----------|
| New member this year | 0.00% | 0 |
| Less than 2 years | 12.50% | 2 |
| 2-4 years | 6.25% | 1 |
| 5-9 years | 18.75% | 3 |
| 10-14 years | 18.75% | 3 |
| 15 years or more | 43.75% | 7 |
| TOTAL | | 16 |

Q25 How long have you been a member of Regional and Intergovernmental Planning Division?

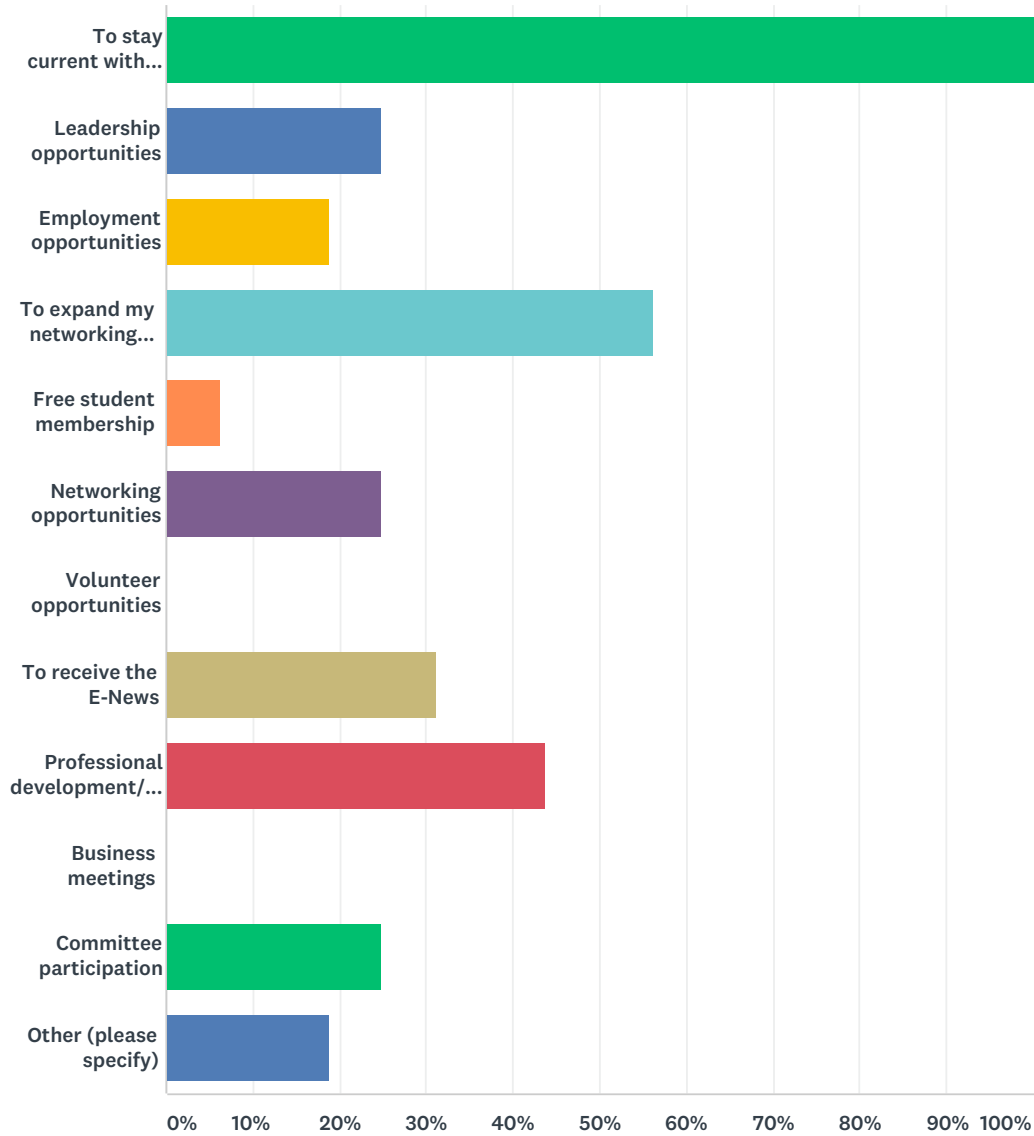
Answered: 15 Skipped: 1



| ANSWER CHOICES | RESPONSES | |
|----------------------|-----------|-----------|
| New member this year | 20.00% | 3 |
| Less than 2 years | 13.33% | 2 |
| 2-4 years | 13.33% | 2 |
| 5-9 years | 26.67% | 4 |
| 10-14 years | 13.33% | 2 |
| 15 years or more | 13.33% | 2 |
| TOTAL | | 15 |

Q26 Why did you join Regional and Intergovernmental Planning Division? Please check all that apply.

Answered: 16 Skipped: 0

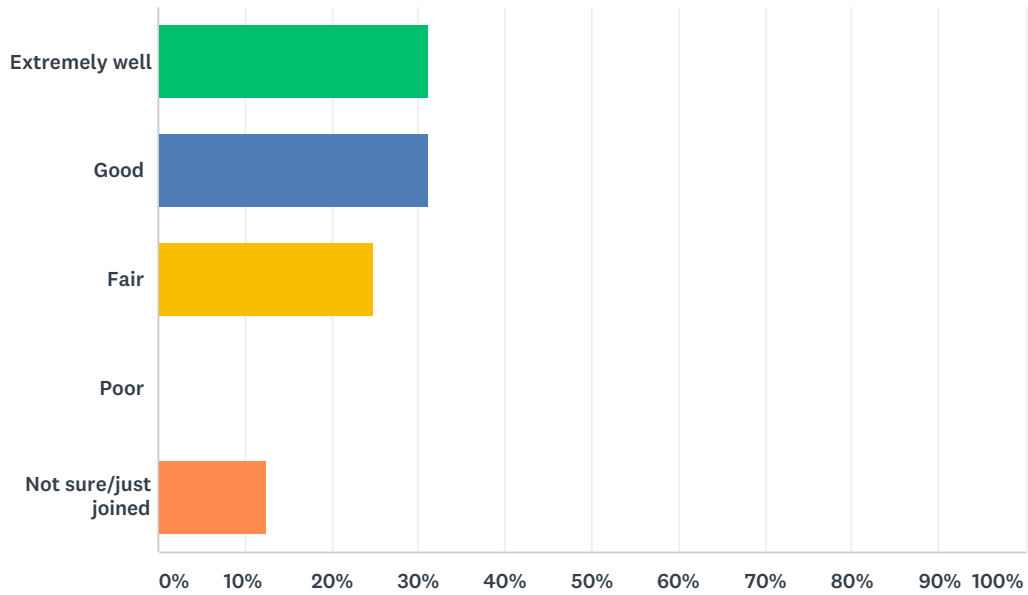


| ANSWER CHOICES | RESPONSES | |
|---|-----------|----|
| To stay current with regional planning issues | 100.00% | 16 |
| Leadership opportunities | 25.00% | 4 |
| Employment opportunities | 18.75% | 3 |
| To expand my networking opportunities | 56.25% | 9 |
| Free student membership | 6.25% | 1 |
| Networking opportunities | 25.00% | 4 |
| Volunteer opportunities | 0.00% | 0 |

| | | |
|-----------------------------------|--------|---|
| To receive the E-News | 31.25% | 5 |
| Professional development/training | 43.75% | 7 |
| Business meetings | 0.00% | 0 |
| Committee participation | 25.00% | 4 |
| Other (please specify) | 18.75% | 3 |
| Total Respondents: 16 | | |

Q27 How well has Division membership met your expectations?

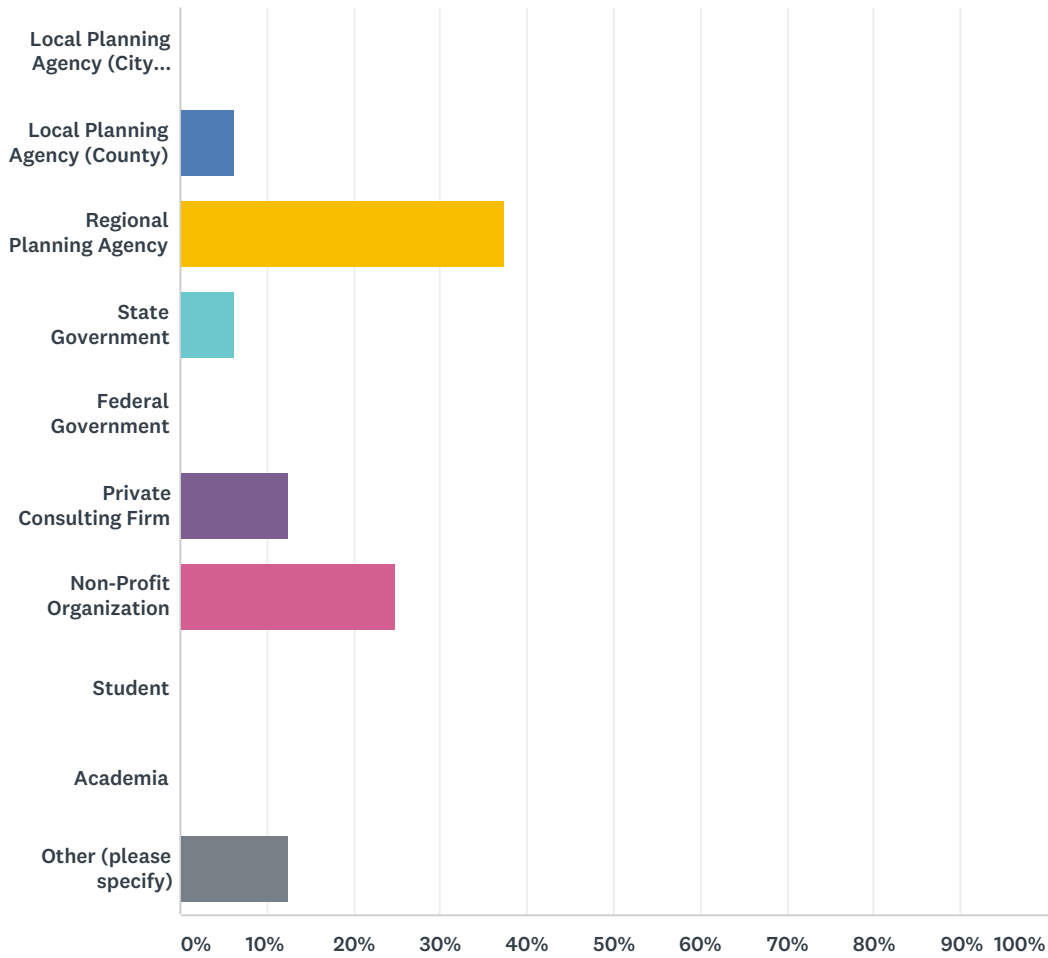
Answered: 16 Skipped: 0



| ANSWER CHOICES | RESPONSES | |
|----------------------|-----------|-----------|
| Extremely well | 31.25% | 5 |
| Good | 31.25% | 5 |
| Fair | 25.00% | 4 |
| Poor | 0.00% | 0 |
| Not sure/just joined | 12.50% | 2 |
| TOTAL | | 16 |

Q28 What is your primary area of planning practice?

Answered: 16 Skipped: 0



| ANSWER CHOICES | RESPONSES | |
|--------------------------------------|-----------|-----------|
| Local Planning Agency (City or Town) | 0.00% | 0 |
| Local Planning Agency (County) | 6.25% | 1 |
| Regional Planning Agency | 37.50% | 6 |
| State Government | 6.25% | 1 |
| Federal Government | 0.00% | 0 |
| Private Consulting Firm | 12.50% | 2 |
| Non-Profit Organization | 25.00% | 4 |
| Student | 0.00% | 0 |
| Academia | 0.00% | 0 |
| Other (please specify) | 12.50% | 2 |
| TOTAL | | 16 |

Q29 Please provide your contact information below (optional)

Answered: 9 Skipped: 7

| ANSWER CHOICES | RESPONSES | |
|--------------------------|-----------|---|
| Name | 100.00% | 9 |
| Employer (if applicable) | 88.89% | 8 |
| Phone | 77.78% | 7 |
| Email | 100.00% | 9 |

Appendix G

Annual Business Meeting Notes and Attendance List

Appendix G.
American Planning Association
Regional and Intergovernmental Planning Division
2018 Annual Division Meeting
22 April 2018

Members Present

Executive Committee

Mark VanderSchaaf, Chair
Becky Bradley
Lamont Cobb
Rich Hall
Dan Reuter
Sharon Rooney
Mariia Zimmerman

Other Members

Beth Dawson
Carolyn Grossman Meagher
Ken Kirkey

Guests

David Fields
Lisa Ikonen
Libby Starling

Chair's Report

Mark reported that the Division now has about a thousand members, up from less than 300 last year. This is largely a result of nearly 700 student members joining under the new APA policy allowing college and university students to join APA and its divisions for free. He asked that the Division think about ways to increase student involvement.

Mark also reported that the division adopted new bylaws last year to better support its mission and vision.

Mark stated that the Divisions Emerging Trends report won a chapter award last year, and that the Division should make an effort to stay current with emerging trends.

Secretary-Treasurer's Report

Lamont reported that he would share the approved Work Plan with Division members.

Livable Communities

Mariia reported on a few new ideas for the future Livable Communities Forum. She suggested targeting all the MPOs to provide a benefits letter or e-mail to raise money, charging a nominal fee for folks to attend the forum.

She also mentioned there was a big increase in attendance after the Lincoln Institute invited folks to attend the forum.

Attendees asked if the Division had approached Association of Metropolitan Planning Organizations (AMPO) and National Association of Regional Councils (NARC) about supporting Livable Communities. Mariia stated there was limited support from NARC but she asked them to promote and circulate the information. The National Association of Development Organizations (NADO) shared the information, but NARC and AMPO did not.

Another idea was shared to host peer events with partner organizations during the year, and coordinate events with partners so that the same funds are used to achieve the same goals.

Assuming that the attendance is the same, the Metropolitan Transit Commission in the Bay Area would be able to host next year. Attendance will depend on the topic. The topic should be compelling and interesting enough to attendees. The agenda should not change the approach to the new forum, but the agenda for next year should be topical to the west coast.

Mariia reported that this year's forum was more of a sampler, and also included a webinar that was well attended, with SCAG helping to host. The Division is certified to provide CM credits through future programs.

Mariia reported on initial feedback from this year's forum. Forum attendees reported that they like the three-slide format of presentations, and panelists sitting on barstools. Attendees from regions with stagnant growth felt ignored, and there was interest in doing a webinar for slower-growing areas in the summer to connect with them and offer AICP credits.

Mariia also stated she would not return to lead the forum next year.

Mariia stated that last year, she shared summaries of the various livable communities programs on a mini website. This year, she recommended the information be placed on the division websites.

Communications Report

Becky reported that the division must work closely with APA to get them to put things on the new website, the resources link on the "APA ENGAGE" site.

Meeting attendees mentioned that in the past, the division had a detailed journal, and released a newsletter four times last year. After testing long and short versions of the newsletter, Becky plans to do a midlength newsletter with original content, including subtopics under regional planning. The division's Twitter and LinkedIn pages are set up, but the division needs a long-term strategy to update these pages.

Meeting attendees agreed that the division should start a member directory, and focus on getting information and contacts from FHWA or AMPO. The forum attendees should also be the first names in the directory.

Becky is preparing the second version of a member survey for release.

Student Representative's Report

Mark gave the report, in lieu of Kyle Smith. Mark stated the division reached out to student members to increase their involvement. Eight students signed up, and Kyle Smith was selected to be the student representative.

Mark recommends reaching out to local programs and wants the division to collect more information from students on their schools and regions. He will verify from Kyle if the student survey went out.

Meeting attendees noted that it should create better linkage between division and student community, especially since many students don't know about regional planning. With 700 student members, the division has to show its value to them. The division should connect them to jobs and get members to post job information. It was also suggested that the division reach out to PhD students.

Meeting attendees also suggested better connecting the work plan and budget to programming for students.

Climate Change and Water Management

Sharon stated the grant for the project was signed and she did a short presentation at the conference. She is working with University of Minnesota students as part of their capstone program to come up with a framework for other regions to use. The project outcomes include a policy handbook for division members. Sharon also said she is working with Becky and student member John MacDougal to market the survey related to the project.

Sharon mentioned that she is working with the Lincoln Institute and the Babbitt center for a case study on the Colorado River. She will also attend the water and planning connect conference.

Meeting attendees recommended sharing the project with the Institute for Sustainable Communities in Vermont, and to reach out to other divisions with related interests.

Regional Planning for Arts and Culture

Mark noted his upcoming panel and said this topic area is an emerging trend in regional planning. He noted that a new APA division around arts and culture being developed (currently the Arts and Planning Interest Group) and growing a network of planners who emphasize arts and culture.

New Business and Open Discussion

Meeting attendees discuss the division's criteria for new programs and suggested the division integrate new programs with APA's broader mission, focus on emerging trends and the future, and allow anyone from the division to encourage new programs, not just the executive committee.

Carolyn recommended a possible project around regional housing affordability and housing markets. This is a pressing regional issue, and the division could look at other regional assessments of fair housing and connect with other local planners on these issues.

Sharon mentioned the member survey could be shortened, but is ready to be released by June at the latest. Meeting attendees recommended culling questions about activities, looking to Peter Conrad's survey as a template, and discussing national level issues. Attendees also recommended being more specific and putting more interesting questions upfront in the survey. Some questions could be tailored more toward students than working professionals.

Mark noted that May 15 is the deadline for APA members to self-nominate for offices in fall division elections. The division needs elected officers for Chair, First Vice-Chair, Federal Planning, State Planning, Metropolitan and Regional Planning, and Secretary-Treasurer, . The group also needs to confirm who is and is not planning to run.

Appendix H
FY 2018 Financial Report

Appendix h. Regional and Intergovernmental Planning Division
 FY2018 Financial Report (10/01/2017 - 09/30/2018)
 FY2019 Proposed Budget (10/01/2018 - 09/30/2019)

| REVENUE | Description | FY2018 Budget | FY2018 Actuals as of 09/30/2018 | | Proposed Budget FY2019 |
|--------------|---------------------------------------|------------------|------------------------------------|------------------|---------------------------|
| | | | | Subtotal | REVENUE |
| Dues | FYQ1 (trf 12/30/17) | | 480.00 | | |
| | FYQ2 (trf 3/31/18) | | 1,234.50 | | |
| | FYQ3 (trf 6/30/18) | | 297.76 | | |
| | FYQ4 (trf 9/30/18) | | 656.89 | | |
| | Dues Revenue | 2,500.00 | | 2,669.15 | 2,600.00 |
| Other | | | | | |
| | Carryover from previous FY | 5,730.30 | 5,730.30 | | 7,159.08 |
| | Divisions Council Travel Grant* | 500.00 | 500.00 | | 500.00 |
| | Divisions Council Product Grant* | 2,000.00 | 1,500.00 | | 1,500.00 |
| | Divisions Council Social Media Grant* | | | | 500.00 |
| | Other Revenue | 8,230.30 | | 7,730.30 | 9,659.08 |
| | TOTAL REVENUE | 10,730.30 | | 10,399.45 | 12,259.08 |

| EXPENSES | Description | | Amount | Subtotal | EXPENSES |
|--------------------------------|--|------------------|-------------|-----------------|------------------|
| Communications/Newsletter | Design | | | | |
| | Printing | 250.00 | | | |
| | Handling | | | | |
| | Communications Support Personnel | | | | 500.00 |
| | Comm/Newsletter Expense | 250.00 | | 0.00 | 500.00 |
| Annual Business Meeting NPC18 | Refreshments | | | | |
| | Printing | | | | |
| | Other | | | | |
| | Annual Meeting Expense | 500.00 | 0.00 | 0.00 | |
| Annual Business Meeting NPC19 | Refreshments | | | | 439.11 |
| | Printing | | | | |
| | Other | | | | |
| | Annual Meeting Expense | | | | 439.11 |
| Travel - Division Chair | APA Fall Divisions Council** (Previous FY) | | 600.00 | | |
| | APA Spring Divisions Council (Current FY) | 1,000.00 | 976.10 | | 800.00 |
| | APA Fall Divisions Council** (Current FY) | 500.00 | | | 800.00 |
| | Other | | | | |
| | Travel Expense | 1,500.00 | | 1,576.10 | 1,600.00 |
| Outreach & Division Activities | Regional Planning Education | 500.00 | | | |
| | Webinar | 100.00 | | | |
| | Regional Livable Communities Forum | 2,300.00 | 164.27 | | 5,200.00 |
| | Climate Change Program | 4,500.00 | 1,500.00 | | 2,000.00 |
| | Arts and Culture Program | | | | 1,500.00 |
| | Membership Program | | | | |
| | Outreach and Division Expense | 7,400.00 | | 1,664.27 | 8,700.00 |
| Contingency (\$1000 minimum) | Contingency Expense | 1,080.30 | | | 1,019.97 |
| | TOTAL EXPENSES | 10,730.30 | | 3,240.37 | 12,259.08 |

| | | | | |
|--|-------------|--|-----------------|-------------|
| Revenue over (under) Expenses for reporting period: | 0.00 | | 7,159.08 | 0.00 |
|--|-------------|--|-----------------|-------------|

* Applications for identified grant funding from the Divisions Council will be made in FY2019

** Although Fall Divisions Council expenses are incurred in previous FY, they are typically paid in the following FY

Submitted by: Lamont B. Cobb and Mark E. VanderSchaaf

Date: 11/15/18

Appendix I
RIPD Bylaws

Appendix i. RIPD Bylaws

Regional and Intergovernmental Planning Division Bylaws last amended May 7, 2017

1.0 General

1.1 Name

The name is the Regional and Intergovernmental Planning Division (hereafter the Division) of the American Planning Association (hereafter APA or the Association).

The Division has been authorized by and is subject to the Bylaws of the APA.

1.2 Purpose

The Division shall foster an interest in, contribute knowledge to, and promote cooperation for regional and intergovernmental planning and implementation by:

- 1.2.1** Creating a network of planners to contribute to the promotion of interests, concerns, practitioner skills, and the competence of its members in a common area of interest or identity, where learning, research, advocacy and interaction serve to advance the security of planners and the role of planning in building communities.
- 1.2.2** Disseminating materials and information about current regional and intergovernmental planning and implementation practice and theory to members of the Division;
- 1.2.3** Assisting and educating the Association about pending legislation; planning policy; and membership welfare, which may include but is not limited to workplace fairness, equitable programs and benefits, and opposing discrimination – that affects regional and intergovernmental planning and implementation;
- 1.2.4** Facilitating connections with Divisions, Chapters, and other professionals and professional organizations that are concerned with regional and intergovernmental planning and implementation; and
- 1.2.5** Promoting professional communication among members of the Division through a variety of member services, including but not limited to periodic newsletters, conference sessions, workshops, webinars and other publications.

1.3 Mission

The mission of the Division is: to identify, analyze, and promote best practices to strengthen the productive interdependence of local, regional, state and federal government in the planning and development of our nation's communities. It especially emphasizes the way in which state and regional activities support the coordination of local plans and implementation strategies in megaregional, metropolitan, micropolitan, and rural areas.

1.4 Nonprofit status

Divisions are recognized as subordinate entities under the nonprofit 501(c)(3) status of the American Planning Association.

1.5 Procedures

- 1.5.1** Procedures shall be informal for meetings with fewer than 12 people.
- 1.5.2** For meetings with 12 or more people, procedure shall be governed by basic parliamentary procedures as a guide (or Robert's Rules of Order).
- 1.5.3** It is encouraged, that wherever reasonably possible, decisions shall be reached by consensus.

2.0 Membership

2.1 Eligibility

Any Association member may join upon payment of the Division's dues. All Division members must belong to the Association.

- 2.2** Non-Association members may become Division Affiliates upon payment of Division Affiliate dues.

- 2.3** Division-only affiliates shall not represent themselves as members of the Association.

2.4 Termination

Division membership or affiliation will be terminated upon failure to pay Division dues.

3.0 Decision-making

- 3.1** The Executive Committee shall make decisions by majority vote so long as a quorum exists, except where specified otherwise in these bylaws.
- 3.2** The Executive Committee shall determine the means of disseminating information about decisions requiring a vote by Division membership to ensure accessibility.

4.0 Officers and Elections

The Officers are Chair, Vice-Chair, the Secretary-Treasurer, and the Immediate Past Chair, and others as required. Elected Officers shall include at least the Chair, Vice Chair and the Secretary-Treasurer. A Student Representative or other leadership team members may be appointed or elected at the discretion of the Officers.

4.1 Elections

- 4.1.1** Elections will be held every two years in the fall of an even-numbered year. Newly elected officers will assume office on January 1 of the following odd-numbered year.

- 4.1.2** No Division member may serve more than two consecutive terms as Chair of any single Division.
- 4.1.3** No Officer shall serve more than two consecutive terms in the same position.
- 4.1.4** The Division Chair may serve up to two terms, consecutively or non-consecutively.
- 4.1.5** The Division Chair will appoint a Nominating Committee consisting of at least three Division members to issue a call for nominations from the Division membership and conduct an election. Nominating Committee members may not include members running for office.
- 4.1.6** The Nominating Committee will present an election schedule which includes a call for nominations, submission of candidate material, and balloting window for the Executive Committee's approval.
- 4.1.7** The Nominating Committee shall allow at least two weeks for nominations to be submitted.
- 4.1.8** A Division Affiliate member is permitted by the Bylaws of the Division to hold an elected office other than Chair or Chair-Elect.
- 4.1.9** Election results are based on a plurality of the valid ballots received.
- 4.1.10** In the case of a tie, the Nominating Committee Chair shall determine the winner by random drawing.

4.2 Chair

The Chair shall:

- 4.2.1** Act as the presiding Officer of the Division;
- 4.2.2** Preside over all Division meetings;
- 4.2.3** Prepare or oversee preparation of an Annual Performance Plan, Work Plan, and Budget for approval by the Executive Committee;
- 4.2.4** Serve on the Divisions Council of the Association;
- 4.2.5** Appoint committees and others necessary to carry out the annual work program;
- 4.2.6** Make other delegations and decisions necessary to carry out the Mission and Purpose of the Division;
- 4.2.7** Be responsible for Division compliance with requirements in the APA corporate by-laws, current Division Performance Criteria and Division Council Policies and Procedures.

4.3 Vice-Chair[s]

The Vice-Chair[s] shall:

4.3.1 Assist the Chair as directed including, but not limited to, manage committee activities, assist with special projects, assist with the creation of the Annual Performance Plan and Work Plan and planning efforts associated with the annual business meeting or the APA Annual Conference;

4.3.2 In the absence or resignation of the Chair, the Vice-Chair shall assume the duties of the Chair, and other duties as assigned by the Chair. The Vice Chair shall assume the duties of Chair until the term of the vacated Chair is complete, whereupon the Chair-Elect will complete his or her elected leadership term.

4.4 Secretary-Treasurer

The Secretary-Treasurer shall:

4.4.1 Prepare minutes of the Division's annual business meeting and all Executive Committee meetings;

4.4.2 Submit proposed Bylaw amendments to the membership;

4.4.3 Fulfill all recordkeeping and reporting requirements as stipulated by APA National;

4.4.4 Be responsible for on-going communication to members;

4.4.5 Manage Division funds in accordance with the Division budget;

4.4.6 Assist the Chair in preparing the Budget to be approved by the Executive Committee and submitted with the Annual Performance Plan and Work Plan;

4.4.7 Prepare an annual financial report to be presented to the Executive Committee as well as the Division's members at the annual meeting

4.5 Immediate Past Chair

The Immediate Past Chair succeeds to this position upon completion of his/her final two-year term as Chair and may serve in this position during one or both terms of the Chair. The Immediate Past Chair shall undertake such duties as may be assigned by the Chair and will be available for guidance to the Chair-Elect during the transition period.

4.6 Student Representative

The Student Representative may be appointed by the Chair after consultation with the Officers and shall:

4.6.1 Serve as a liaison between the division's student members and executive committee;

4.6.2 Lead efforts to recruit student members to join the division;

4.6.3 Represent the division in activities and committees where student representation is needed;

4.6.4 Promote student involvement and engagement in the division

4.7 Vacancies

4.7.1 In the absence or resignation of the Chair, the Vice-Chair shall assume the duties of the Chair, and other duties as assigned by the Chair. The Vice Chair shall assume the duties of Chair until the term of the vacated Chair is complete, whereupon the Chair-Elect will complete his or her elected leadership term.

4.7.2 All other vacancies will be filled for the unexpired term by: a vote of the Executive Committee within three months.

4.8 Termination of Division Officers

In the event that a Division officer is unable to perform his/her duties and/or is not functioning within the guidelines their elected position outlined by the APA and Division Bylaws and the Division Performance Criteria and Policies, the subject Division officer may be asked to resign or be terminated from his/her position by the majority vote of the Executive Committee.

5.0 Executive Committee

5.1 Composition

The Officers, as defined in Section 4.0, and additional leadership team members elected or appointed at the discretion of the Officers, shall comprise the Executive Committee. The Officers, as defined in Section 4.0, and additional leadership team members elected or appointed at the discretion of the Officers, shall comprise the Executive Committee. Additional members may be added as necessary to facilitate division administration and programs by a majority decision of the Officers of the Division.

5.2 Duties of the Executive Committee

5.2.1 Manage the affairs for the Division.

5.2.2 Prepare and approve the annual performance plan, work plan and budget, using templates specified by the Divisions Council Executive Committee.

5.2.3 Authorize expenditures consistent with the budget and subject to consent by the Chair.

5.2.4 Administer the division's by-right educational session at the National Planning Conference, and other sessions as warranted.

5.2.5 Consult, electronically or in person, to coordinate the activities of the Division as needed.

5.3 Meetings

5.3.1 Meetings of the Executive Committee, be they through a traditional meeting gathering, a teleconference, or some other type of electronic communications, shall be called by the Chair, or by a majority of the Committee members.

5.3.2 A majority of Executive Committee shall constitute a quorum or by a majority of all Executive Committee members if the decision is not made in a meeting (e.g. via email).

6.0 Committees

The Executive Committee may form (and dissolve) committees, drawn from Division membership to carry out the activities of the Division. The Chair shall appoint a Committee Chair or Co-Chairs for each Committee. Committee Chairs or Co-Chairs may or may not be Division Officers. At the discretion of the Executive Committee, Committee Chairs or Co-Chairs who are not Division officers may serve as advisory members of the Executive Committee. Committee Chairs or Co-Chairs may be appointed to or removed from said position at the discretion of the Division Chair.

7.0 Finances

7.1 Dues

Dues shall be consistent with the APA division dues schedule for all categories. Dues are collected by national APA and are rebated by the Association's national office.

7.2 Non-Dues Receipts

Subject to approval by the Executive Committee, the Division may accept contributions, donations, and grants. The Executive Committee may establish fees for publications and services to be offered to non-members, or as special services to members, as long as these fees are consistent with charges determined by the APA Board.

7.3 Contracts

The Division shall not enter into contracts or obligate the Division financially or in name if said obligation or contract exceeds \$500 and is not described and proposed in an approved annual work plan and Division budget. All agreements, partnerships with outside organizations or individuals, or previously unidentified expenses shall be submitted to APA prior to any action being taken.

8.0 Publications, Media, and Branding

8.1 Identification

The Division shall utilize developed APA branding, logos, and imagery for all publications and media produced by or for the Division. Division publications

shall be identified with the full name, as, “a Division of the American Planning Association;” and with the uniform logotype of the Association.

8.2 Newsletter and other Member Communications

8.2.1 The Division is required to produce and disseminate regularly-scheduled communications to Division members in conformance with Divisions performance criteria. The purpose of these communications is to provide a benefit to Division members including opportunities to contribute articles and other content, stay current on Division or generalized planning industry news, and share information with other Division members.

8.2.2 Newsletters and other communications may be distributed in digital format or in hard copy via United States mail at the discretion of the Division.

8.2.3 A digital file of each newsletter shall be filed with National APA and posted on the Division’s website.

8.3 Division Website

8.3.1 If the Division uses the APA Division website, the Division shall work with APA to ensure regular and current content is included on the Division’s APA website.

8.3.2 For all division websites, quarterly website updates are recommended.

8.4 Other media communications

8.4.1 The Division may also maintain a presence through social media, e-bulletins, or other communications as supported by APA.

9.0 Meetings

9.1 The Division shall hold an annual meeting during the APA National Conference. Notice of the annual meeting shall be distributed to Division membership via regular mail and/or email to the Division membership at least 30 calendar days prior the meeting.

9.2 Meetings of the Executive Committee shall be held monthly via teleconference.

9.3 Special meetings of members may be held at such times and places as may be ordered by: the Chair; or in the case of the Chairperson’s absence, death or disability, the Vice Chair (or Chair Elect); or, a majority of the Executive Committee; or, by petition of 10 percent of Division members.

9.4 For special meetings, a written notice shall be delivered via regular mail and/or email to the Division membership at least 14 calendar days prior to the meeting.

10.0 Event Attendance and Travel Reimbursement Policy

- 10.1** The Division Chair, or designated proxy, shall attend the annual meeting at the National Planning Conference held in the spring. All other Division Officers are encouraged to attend the annual meeting.
- 10.2** The Division Chair, or designated proxy, must attend APA Leadership Meetings held in the fall.
- 10.3** Reimbursement of travel and lodging for all required Division officer activities shall be identified in the Division Work Plan and Budget as approved by APA. Levels of reimbursement shall be in stated the Division's budget, as determined by the Division Chair and Treasurer in conformance with Divisions Council Travel Policy.

11.0 Public Policy

No member shall represent the Division on Division policy without obtaining the approval of the Executive Committee. No member shall represent APA without obtaining the approval of the Executive Committee as well as the APA Executive Director.

12.0 Right to Privacy

All Division member anonymity shall be respected with regards to billing and other Division activities. Division members will be provided the opportunity to opt out of inclusion in division membership directories.

13.0 Amendments or Replacement

Any Division shall be free to amend or replace its bylaws at any time using the following procedure:

- 13.1** Proposed amendments or replacement bylaws may be proposed by either the Executive Committee or by a petition signed by at least ten Division members.
- 13.2** A copy of proposed bylaws or amendments shall be filed with the Association's National Office for review before distribution to members for adoption. If no response is received by the Association within 14 days of service, the Division may proceed with its adoption of the proposed amendments or replacement bylaws as drafted.
- 13.3** The Secretary shall submit the proposed amendments or replacement bylaws to the membership for their consideration.
- 13.4** Bylaws may be amended by a plurality of the valid ballots received. Mail or electronic ballots may be used.
- 13.5** Once approved, the current bylaws shall be filed with the Association.

Bylaws approved by Division Members: May 7, 2017

Appendix J

Criteria for Establishing RIPD Program Areas

Appendix J.

Criteria for Establishing RIPD Program Areas

Presented at RIPD Annual Meeting

April 22, 2018

Background

In 2018, APA's Regional and Intergovernmental Planning Division (RIPD) organized around three program areas: (1) Livable Communities; (2) Climate Change Adaptation via Integrated Water Management; and (3) Regional Planning for Arts and Culture.

With other ideas for program areas likely emerging from RIPD members in the months and years to come, it will be valuable for the Executive Committee to have criteria for determining how a program area gets established, and what are the benefits of being an RIPD program area. The Executive Committee will rely on these criteria to shape RIPD's annual work program and budget.

Criteria

- Must advance emerging trends and promising practices in regional planning and implementation strategies
- Must fall clearly within RIPD's mission and vision
- Must identify a lead from RIPD and involve at least two additional RIPD members
- The lead must be willing to participate in RIPD Executive Committee meetings as needed
- Should integrate productively with broader APA priorities and/or the work of other APA divisions or interest groups

Benefits

- Eligible for inclusion in the RIPD work program and budget
- Access to RIPD roster
- Use of RIPD communications and educational media (webinars, website, newsletter, social media, etc.)
- Collaboration with RIPD Executive Committee on development and endorsement of NPC sessions
- Networking with other RIPD members to leverage leadership and research opportunities