



600 E Front Street, Suite 104, PO Box 506
Traverse City MI 49685-0506
(231) 929-5000 | 1-800-692-7774 | FAX (231) 929-5012
traversetransportation.org



The mission of the Traverse Transportation Coordinating Initiative (TTCI) is to provide coordinated leadership and direction for the development and conduct of the continuing, cooperative & comprehensive transportation planning process for the Traverse City urban area.

TTCI Board Meeting
November 29, 2022 @ 10am
In person at Michigan Works - 1209 S Garfield Avenue Suite C, Traverse City, MI
Or virtually at the following link:
<https://us02web.zoom.us/j/2319295012>
Meeting ID: 231 929 5012
Phone: 1 (312) 626-6799

Call Meeting to Order

- A. Roll Call / Introduction of Members and Staff**
- B. Approval of the Agenda**
- C. Approval of Minutes from 8/25/2022 (see attached)**
- D. Conflict of Interest Disclosure**
- E. Public Comment**
- F. New Business**
 - a. TTCI Board (Policy Committee) and Technical Committee Overview and discussion of [Bylaws](#)
 - Representatives of Board and Technical Committee (complete form - attached)
 - b. Unified Work Plan Overview
 - <https://www.networksnorthwest.org/userfiles/filemanager/07d1volwne0l131xwkk2/>
 - c. Review of the Proposed 2023 Schedule (January Meeting Action item - attached)
 - d. Election of Officers timeline (January Meeting Action item)
- G. Old Business**
 - a. Urbanized Area Update / MDOT update
 - b. TTCI Member - Board Presentations Schedule
- H. Staff Reports**
- I. Agency Project Updates**
- J. Board Members Comments / Discussion of future agenda**
 - a. Technical Committee Agenda (December 15)
- K. Public Comments**
- L. Adjourn**

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Traverse Transportation Coordinating Initiative (TTCI)

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Thursday, August 25, 2022

Draft - MEETING MINUTES - Draft

Call to Order

K. Dunham called the meeting to order at 10:01 a.m. on Thursday, August 25, 2022

Roll Call

After attendance was taken, a quorum was confirmed by staff.

Board Present

Brad Kluczynski (GTRC), Kelly Dunham (BATA), Chuck Korn (Charter Township of Garfield), Beth Friend (East Bay Township), Craig Brown (Leelanau County RC), Brendan Mullane (Leelanau County RC), Doug White (Acme Township), Dan Wagner (MDOT), Heidi Phaneuf (MDOT)

Others present

Rob Carson (Networks Northwest), Hannah Yurk (Networks Northwest), Maja Bolanowska (Midland MPO), Mitchell Treadwell (Traverse City Commissioner)

Agenda

Chair Dunham asked if there were any changes. No changes were stated.

Motion by C. Korn, supported by B. Kluczynski, to approve the agenda as presented. Motion carried unanimously.

Approval of Minutes from 5/17/22

Chair Dunham asked if there were any changes. No changes were stated.

Motion by C. Korn, supported by D. White, to approve the meeting minutes. Motion carried unanimously.

Conflict of Interest

No conflicts stated.

Public Comment

Mitch Treadwell introduced himself as a city of Traverse City Board of Commissioner who is joining in to listen to what TTCI is working on and hearing updates.

Midland MPO Director

H. Yurk shared that Rob Carson and her met with Maja a couple months ago to go through some of the questions they had regarding the creation of an MPO. It was stated how helpful and insightful Maja is and this is a chance for the members to ask her questions regarding an MPO.

Several important items were discussed with the board such as the Urban Area versus the study area. Additionally, she expressed details of how the Midland MPO board works regarding voting members and non-voting members and staffing of the MPO. Additionally, she discussed how the Midland MPO prioritizes projects and how funding works for projects and the MPO. Lastly, she walked through key documents and policies TPCI should work on when they are designated as an MPO such as the TIP and the Work Plan.

It was expressed that MDOT and FHWA will provide a lot of information and training when the designation occurs. Maja shared that if there are any questions that we can ask her anything and that the MPOs in the state have meetings together to learn and help each other.

MPO Informational Presentation Update

H. Yurk expressed that due to the change of the Census Bureau data release, these presentations will be pushed to February/March 2023 depending on the release of the data.

Stakeholder and Member Discussion

H. Yurk stated that she has started a stakeholder and member list of current and potential partners that might be involved with the future MPO. She asked the members to review it and let her know if they have any comments.

Urbanized Area Update / MDOT Update

H. Yurk went over the attached updated timeline provided by MDOT at the MPTA 2022 conference.

Staff Reports

H. Yurk provided an update on the region's PASER collection including Grand Traverse County Federal Aid eligible roads is completed and Leelanau County will occur next Wednesday, August 31. Additionally she noted that the Rural Taskforce and Small Urban meetings will occur in the Fall to look over the project list. H. Yurk shared that some minor updates to the TPCI website are underway. Lastly, back in July she attended the 2022 Michigan Transportation Planning association conference.

Agency Project Updates

C. Korn provided an update for Garfield Township including new housing is coming and the BATA project.

B. Kluczynski gave an update for the Grand Traverse County Road Commission including their Asset Management Plan, two round-abouts are completed and they are working on the Boardman Valley crossing.

D. White with Acme Township shared updates regarding housing and a new trail.

B. Friend shared an update for East Bay Township including housing and the hotels that are being constructed. Additionally, they are working with MDOT regarding safe crossings.

C. Brown and B. Mullane gave an update for Leelanau County Road Commission including they completed chip seals this summer, their Asset Management Plan is almost complete, and they are completing designs for a couple other projects in the county.

D. Wagner shared updates from MDOT regarding several staffing changes and several project updates.

K. Dunham with BATA provided updates on their 5 year plan, their new project in Garfield Township, and they were awarded 3 electric vehicles.

Board Member Comments/Discussion of Future Agenda

It was previously discussed that Networks Northwest will review some of the draft TTCI plans and bring those to the technical committee and the board meeting. Specifically will look into the UWP and the TIP, if draft plans have been created.

Public Comment

Mitch shared that he thought this conversation was great and is looking forward to hearing further updates. He did state that as part of Traverse City Master Plan update, it will have a mobility plan as part of it.

Adjourn

Meeting adjourned at 11:31 a.m.



A program by:



TTCI Board Representation Form

Date: _____

Governmental Unit, Agency or Organization Name: _____

TTCI - Policy (Governing) Board Representative

Representatives from cities, counties, and townships must be elected officials and must include the chief elected official or his/her duly appointed representative

Name	Position	Email	Phone Number
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TTCI - Alternate to the Policy (Governing) Board

Name	Position	Email	Phone Number
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TTCI - Technical Committee Board Representative

*Preference to engineers, planners, and zoning administrators (in order of preference)
Governing Board members may not serve on the Technical Committee*

Name	Position	Email	Phone Number
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TTCI - Alternate to the Technical Committee Board

Name	Position	Email	Phone Number
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Name of person who completed form: _____

Signature of person who completed form: _____



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2023 Meeting Schedule - PROPOSED

Meetings will be held in person at *Traverse City Michigan Works, 1209 S Garfield Avenue, Suite C Traverse City, MI*, unless otherwise posted. A virtual zoom meeting link will be provided, but in person attendance is recommended. Special meetings may occur subject to the direction of the Chair.

Meetings are open to the public.

TTCI Board Meeting Schedule

(Third Tuesday of every other month @ 10am)

Tuesday, January 17, 2023 (1/17/23)

Tuesday, March 21, 2023 (3/21/23)

Tuesday, May 16, 2023 (5/16/23)

Tuesday, July 18, 2023 (7/18/23)

Tuesday, September 19, 2023 (9/19/23)

Tuesday, November 21, 2023 (11/21/23)

TTCI Executive Committee Meeting Schedule (First

Tuesday of every other month @ 3pm) Tuesday,

January 3, 2023 (1/3/23)

Tuesday, March 7, 2023 (3/7/23)

Tuesday, May 2, 2023 (5/2/23)

Tuesday, July 11, 2023 (7/11/23) - second Tuesday due to holiday

Tuesday, September 5, 2023 (9/5/23)

Tuesday, November 7, 2023 (11/7/23)

TTCI Technical Committee Meeting Schedule (Third

Thursday of every other month @ 1:30pm) Thursday,

February 16, 2023 (2/16/23)

Thursday, April 20, 2023 (4/20/23)

Thursday, June 15, 2023 (6/15/23)

Thursday, August 17, 2023 (8/17/23)

Thursday, October 19, 2023 (10/19/23)

Thursday, December 14, 2023 (12/15/23) - second Thursday due to holiday