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*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.*

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### **TTCI Board Meeting**

**March 21, 2023 @ 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/85999530724>

**Meeting ID: 859 9953 0724**

**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 2/23/23 (see attached)**
- D. Conflict of Interest Disclosure**
- E. Public Comment**
- F. New Business**
  - a. Traverse City MPO FY24 Pre-UWP Meeting Updates/Overview
  - b. Michigan Transportation Planning Association (MPO) Meeting Conflict
  - c. MDOT Checklist
    - MPO Name
    - MPA Boundary
    - Bylaws
    - Organizational Structure
    - Policy Board Membership
    - Intergovernmental Agreements
    - Location of MPO (physical address)
  - d. Additional Items
    - Public Input
    - Local Match
- G. Old Business**
  - a. TTCI Members - Board Presentations Schedule (update)
- H. Staff Reports**
- I. Agency Project Updates**
- J. Board Members Comments / Discussion of future agenda**
- K. Public Comments**
- L. Adjourn**

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# Traverse Transportation Coordinating Initiative (TTCI)

*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.*

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**Thursday, February 23, 2023 @ 10am**  
**1209 S Garfield Avenue Suite C, Traverse City, MI**

**Draft - MEETING MINUTES - Draft**

## **Call to Order**

Chair K. Dunham called the meeting to order at 10:03 a.m. on Thursday February 23, 2023.

## **Roll Call**

Attendance was taken.

## **Board Present**

Mitchell Treadwell - (City of Traverse City - alternate), Brad Kluczynski (GTRC), Kelly Dunham (BATA), Chuck Korn (Charter Township of Garfield), Brad Jewett (GT County), Beth Friend (East Bay Township), Jeff Shaw (Elmwood Township), Brendan Mullane (Leelanau County RC), Doug White (Acme Township), Dan Wagner - virtual (MDOT)

## **Others present**

Rob Carson (Networks Northwest), Hannah Yurk (Networks Northwest), Terry Vandercook (Networks Northwest), Daniela Khavajian - virtual (MDOT), Luke Walters - virtual (MDOT), Jeff Franklin - virtual (MDOT), Don Mayle - virtual (MDOT), Christina Ignasiak - virtual (FHWA), Andy Pickard - virtual (FHWA), Kathleen Russell - virtual (FTA), Susan Weber - virtual (FTA)

## **Agenda**

Chair Dunham asked if there needed to be any changes to the agenda. No changes were stated.

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

## **Approval of Minutes from 1/17/2023**

Chair Dunham asked if there needed to be any changes to the meeting minutes. No changes were stated.

*Motion by B. Jewett, supported by B. Kluczynski,, to approve the meeting minutes, as presented. Motion carried unanimously.*

## **Conflict of Interest**

No conflicts stated.

**Public Comment**

None.

**MDOT MPO Informational Presentation**

Daniela Khavajian, Luke Walters, and Jeff Franklin from MDOT provided a presentation regarding the overview of the MPO designation for the Traverse City - Garfield Urban Area. Don Mayle introduced himself from MDOT. Andy Pickard with FHWA introduced himself and Christina Ignasiak with FHWA introduced herself. Susan Weber with FTA introduced herself and Kathleen Russell with FTA introduced herself.

H. Yurk stated that the presentation will be posted and shared on the TTCI website.

**TTCI Members - Board Presentation Schedule**

H. Yurk expressed that board presentations are scheduled and provided in the packet of dates and times of the presentations. She stated that she is still working on scheduling a time with Traverse City for a presentation. It was stated that the presentations for the other potential stakeholders and members will be scheduled once the current members' presentations are completed.

**Staff Reports**

None provided.

**Agency Project Updates**

None provided.

**Board Member Comments/Discussion of Future Agenda**

None provided.

**Public Comment**

None.

**Adjourn**

Meeting adjourned at 11:16 a.m.

RESOLUTION OF SUPPORT SAMPLE ONLY \_ MDOT

\_\_\_\_\_ Township  
Midland Area Transportation Study (MATS)  
Resolution  
August 13, 2012

RESOLUTION TO ESTABLISH AN INTERMUNICIPALITY COMMITTEE UNDER MICHIGAN  
PUBLIC ACT 200 OF 1957 FOR PURPOSES OF TRANSPORTATION PLANNING IN THE  
MIDLAND STUDY AREA

- WHEREAS, the urban transportation planning regulations implementing sections of the Federal-Aid Highway Act of 1962, and the Urban Mass Transportation Act of 1964, as amended, require that each urbanized area, as a condition of receipt of Federal transportation capital or operating assistance, having a continuing, cooperative and comprehensive (3-C) transportation planning process that results in plans and programs consistent with the comprehensively plan development of the urbanized area; and
- WHEREAS, the Midland Area Transportation Study was initiated in 2012 to conduct a transportation planning process in response to the Federal-Aid Highway Act of 1962 and the Urban Mass Transportation Act of 1964, as amended; and
- WHEREAS, urban transportation planning funds from the United States Department of Transportation are available, directly or indirectly, to the Midland Area Transportation Study to carry out the transportation planning process in the Midland Study Area; and
- WHEREAS, the Township of \_\_\_\_\_ has previously participated and agrees to continue to participate with other local municipalities in the comprehensive, cooperative and continuing transportation planning process for that Midland Study Area; and
- WHEREAS, Michigan Public Act 200 of 1957 provides for the creation, by two or more municipalities, of an Intermunicipality Committee for the purpose of studying area problems; and
- WHEREAS, the Intermunicipality Committee may accept gifts and grants from the Federal, State and Local Governments, also from private individuals, foundations or agencies, if such grants are made for furtherance of the objectives for which the Intermunicipality Committee is established; and
- WHEREAS, resolution to join in creating an Intermunicipality Committee as provided by Michigan Public Act 200 of 1957, does not obligate the Township of \_\_\_\_\_ to any dues, fees or other financial commitments to the Intermunicipality Committee.
- NOW, THEREFORE, BE IT RESOLVED, that the Township of \_\_\_\_\_, together with the City of Midland, the charter township of Larkin, the townships of Edenville, Homer, Hope, Ingersoll, Jerome, Lincoln, Midland, Tittabawassee, and Williams, the Village of Sanford, the County of Midland, County of Bay, County of Saginaw, City of Auburn has duly considered the creation of such an Intermunicipality Committee and the Township of \_\_\_\_\_ does hereby agree to join with those municipalities similarly agreeing to jointly and mutually establish and organize an Intermunicipality Committee under Michigan Public Act 200 of 1957 for the purpose of studying

the area transportation problems of mutual interest and concern, such Intermunicipality Committee hereinafter referred to as the **Midland Area Transportation Study**;

BE IT FURTHER RESOLVED THAT:

1. the Intermunicipality Committee created by this resolution shall be that organization previously established and presently operating as a voluntary association under the name **Midland Area Transportation Study**;
2. in addition to the municipalities herein named, and accordance with the Bylaws, the **Midland Area Transportation Study** as an Intermunicipality Committee shall include a duly appointed representative from the **Midland County Road Commission, Bay County Road Commission, Saginaw County Road Commission, Federal Highway Administration, Michigan Department of Transportation, Midland County Connection, Dial-A-Ride Transportation**;
3. membership on the Committee may in the future include other such units of government, agencies, commissions or committees that would be eligible in accordance with the Bylaws;
4. the Bylaws, as approved by the **Midland Area Transportation Study** and attached hereto, shall be the Bylaws of the Intermunicipality Committee;
5. the **Midland Area Transportation Study** shall operate and act in compliance with and under the authority of Michigan Public Act 200 of 1957 and shall have the duties, privileges and rights prescribed in that Act;
6. the **Midland Area Transportation Study** shall develop transportation plans and programs for the Midland Urbanized Area, integrally considering local, county, regional and state plans;
7. the **Midland Area Transportation Study** broad objectives encompass, but are not limited to the following:
  - a. to develop transportation plans and programs and establish processes for the continuing review of plans, recommendations, and programs to facilitate the movement of persons and goods in the **Midland Study Area**;
  - b. to design and carry out the assembling and analysis of information pertaining to transportation within the area;
  - c. to coordinate transportation facility implementation and operation within the **Midland Study Area**;
  - d. to review and evaluate the planning and programming of transportation related activities, projects and programs within the **Midland Study Area** as they may impact the transportation system;
  - e. to assist in project implementation where such projects require organizational, functional and operational analysis and/or to undertake those implementation functions not reserved to other agencies or as may be appropriately delegated by such other agencies; and
  - f. to establish and implement a continuing program of public information regarding transportation planning, programs and projects.

Signatories to this resolution mutually agree to join in and ascribe to this comprehensive, continuing and cooperative transportation planning process for the **Midland Study Area**, in fulfillment of the requirements of the Federal-Aid Highway Act of 1962, the Urban Mass Transportation Administration Act of 1964, as amended, and other relevant acts, regulations, or directives pertaining to Federal and State participation in the transportation planning program and projects in the TC/Garfield urbanized area.

On a motion made by \_\_\_\_\_ seconded by \_\_\_\_\_, to adopt the Resolution in support of the establishment of an intermunicipality committee, under Michigan Public Act 200 of 1957, for the purposes of transportation planning in the **Midland study area**.

Roll call vote:

Ayes- \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
Nays- None

CERTIFICATE

I, \_\_\_\_\_, do hereby certify that the foregoing is a true copy of a resolution adopted by the \_\_\_\_\_ **Township Board of Trustees**, at a regular board meeting, held at the **Township Hall** on **August 15, 2006**.

\_\_\_\_\_  
Name \_\_\_\_\_ **Township Clerk**