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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 Policy Board Agenda**

### **Wednesday February 18<sup>th</sup>, 2026 at 1:30 PM**

In-Person at the MI Works! Conference Room  
1209 S Garfield Ave # C, Traverse City, MI 49686

Or via zoom at:

**Join Zoom Meeting**  
<https://us02web.zoom.us/j/89883563184>

Meeting ID: 898 8356 3184

- 1) Introductions and Roll Call of Voting Members (See **attached, Page 2**)
- 2) Review Draft Meeting Minutes from December 17<sup>th</sup>, 2025 (See **attached, Pages 3-7**)
- 3) Public comment
- 4) New Business
  - a) Tip Amendment for Job 224125 (See **attached, Pages 8-9**)
  - b) By-Law Revisions (See **attached, Pages 10-29**)
- 5) Election of Officers
- 6) Public comment
- 7) Member Comments/Discussion of future agenda items
- 8) Next Meeting – Wednesday April 15, 2026 at 1:30 PM
- 9) Adjourn

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TTCI POLICY BOARD VOTING MEMBERS						
Name	Title	Organization	Email	Phone	Officers	Voting Member
Don Mayle	MDOT SPS Supervisor	MDOT	<a href="mailto:MayleD@michigan.gov">MayleD@michigan.gov</a>	517-243-8589		Yes
Dan Watkins	Manager	GTCRC	<a href="mailto:dwatkins@gtrc.org">dwatkins@gtrc.org</a>	231-929-4849		Yes
Brendan Mullane	Manager	LCRC	<a href="mailto:bmullane@leelanauroads.org">bmullane@leelanauroads.org</a>	231-271-3993	<b>Secretary</b>	Yes
Fern Spence	County Commissioner	Grand Traverse County	<a href="mailto:fspence@gtcountymi.gov">fspence@gtcountymi.gov</a>	231-409-4960		Yes
Rick Robbins	County Commissioner	Leelanau County	<a href="mailto:rrobbins@leelanau.gov">rrobbins@leelanau.gov</a>	231-409-1140		Yes
Doug White	Supervisor	Acme Township	<a href="mailto:dwhite@acmetownship.org">dwhite@acmetownship.org</a>	231-938-1350		Yes
Midge Werner	Supervisor	Bingham Township	<a href="mailto:jmw202@gmail.com">jmw202@gmail.com</a>			Yes
Nicole Blonshine	Supervisor	Blair Township	<a href="mailto:supervisor@blairtownshipmi.gov">supervisor@blairtownshipmi.gov</a>			Yes
Beth Friend	Supervisor	East Bay Township	<a href="mailto:bfriend@eastbaytwp.org">bfriend@eastbaytwp.org</a>	231-947-8719	<b>Chair</b>	Yes
Jeff Shaw	Supervisor	Elmwood Township	<a href="mailto:supervisor@elmwoodmi.gov">supervisor@elmwoodmi.gov</a>	231-946-0921		Yes
Chuck Korn	Trustee	Garfield Township	<a href="mailto:cbarshoff@garfield-twp.com">cbarshoff@garfield-twp.com</a>		<b>Vice Chair</b>	Yes
Andy Marek	Treasurer	Green Lake Township	<a href="mailto:treasurer@greenlaketownship.org">treasurer@greenlaketownship.org</a>			Yes
Ron Lemcool	Supervisor	Long Lake Township	<a href="mailto:Supervisor@LongLakeTownship.com">Supervisor@LongLakeTownship.com</a>	231-946-2249		Yes
Maura Sanders	Supervisor	Peninsula Township	<a href="mailto:supervisor@peninsulatownship.com">supervisor@peninsulatownship.com</a>	231-223-7323		Yes
Benjamin Marentette	Interim City Manager	Traverse City	<a href="mailto:bmarentette@traversecitymi.gov">bmarentette@traversecitymi.gov</a>	231-922-4440		Yes
Justin Weston	Finance Director	BATA	<a href="mailto:westonj@bata.net">westonj@bata.net</a>	231-941-2324		Yes
TTCI POLICY BOARD ALTERNATE VOTING MEMBERS						
Alternatives	Title	Organization	Email	Phone	Officers	Alternate Voting Member
Haider Kazim	Board Chair	GTCRC	<a href="mailto:hkazim@gtrc.org">hkazim@gtrc.org</a>	231-922-1888		Yes
Dan Wagner	Traverse City TSC Manager	MDOT	<a href="mailto:WagnerD2@michigan.gov">WagnerD2@michigan.gov</a>	231-340-9295		Yes #1
Richard Bayus	Transportation Planning Manager	MDOT	<a href="mailto:BayusR@michigan.gov">BayusR@michigan.gov</a>			Yes #2
Craig Brown	Engineer	LCRC	<a href="mailto:cbrown@leelanauroads.org">cbrown@leelanauroads.org</a>	231-271-3993		Yes
Joe McManus	Trustee	Garfield Township	<a href="mailto:jmcmamus@garfieldmi.gov">jmcmamus@garfieldmi.gov</a>	231-941-1620		Yes
Lauren Flynn	County Commissioner	Grand Traverse County	<a href="mailto:lflynn@gtcountymi.gov">lflynn@gtcountymi.gov</a>	231-922-4550		Yes #1
Nate Alger	County Administrator	Grand Traverse County	<a href="mailto:nalger@gtcountymi.gov">nalger@gtcountymi.gov</a>			Yes #2
Deborah Allen	Assistant City Manager	Traverse City	<a href="mailto:dallen@traversecitymi.gov">dallen@traversecitymi.gov</a>	231-922 4444		Yes
Steve Patmore	Zoning Administrator	Bingham Township	<a href="mailto:zoning@suttonsbaytownship.gov">zoning@suttonsbaytownship.gov</a>			Yes
Lynette Wolfgang	Clerk	Blair Township	<a href="mailto:clerk@blairtownship.org">clerk@blairtownship.org</a>	(231) 276-9263		Yes
Tracey Bartlett	Treasurer	East Bay Township	<a href="mailto:tbartlett@eastbaytwp.org">tbartlett@eastbaytwp.org</a>	231-947-8647 x 101		Yes
John Sych	Planning Director	Garfield Township	<a href="mailto:jsych@garfield-twp.com">jsych@garfield-twp.com</a>	231-225-3155		Yes
Shaughn Handley	Procurement & Grant Specialist	BATA	<a href="mailto:handleys@bata.net">handleys@bata.net</a>	231-941-2324		Yes
TTCI POLICY BOARD COMMUNITY PARTNERS						
Alternatives	Title	Organization	Email	Phone	Officers	Voting Member
Krista Phillips	MDOT TC TSC Operations Engineer	MDOT	<a href="mailto:phillipsK7@michigan.gov">phillipsK7@michigan.gov</a>	989-245-2173		No
Bob Nelesen	Airport Engineer	Cherry Capital Airport	<a href="mailto:bob.nelesen@tvairport.com">bob.nelesen@tvairport.com</a>			No
Mark Bishop	Chief Financial Officer	Cherry Capital Airport	<a href="mailto:mark.bishop@tvairport.com">mark.bishop@tvairport.com</a>			No
Andy Pickard	Transportation Planner	FHWA	<a href="mailto:Andy.Pickard@dot.gov">Andy.Pickard@dot.gov</a>			No

# Traverse Transportation Coordinating Initiative (TTCI)

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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 Policy Board Meeting

Wednesday, December 17th, 2025 at 1:30 pm

1209 S Garfield Avenue Suite C, Traverse City, MI or Via Zoom

**DRAFT - MEETING MINUTES - DRAFT**

### Call to Order

Chair Friend called the meeting to order at 1:33 pm on Wednesday, December 17th, 2025.

#### 1. Roll Call of Voting Members

**Roll Call:** Voice introduction of membership was accepted as roll call.

##### **Board Members Present:**

Don Mayle (MDOT); Dan Watkins (GTCRC); Brendan Mullane (LCRC); Fern Spence (GT Co. ); Rick Robbins (Leelanau Co.); Doug White (Acme Twp.); Midge Werner (Bingham Twp.); Nicole Blonshine (Blair Twp.); Beth Friend (Easy Bay Twp.); Jeff Shaw (Elmwood Twp.); Chuck Korn (Garfield Twp.); Ron Lemcool (Long LAke Twp.); Justin Weston (BATA); Dan Wagner (MDOT); Deb Allen (TC)

##### **Staff Present:**

Isha Pithwa (NN); Cassidy Robarts (NN); Emma Kelly (NN); Barry Hicks (NN)

##### **Others Present:**

Wayne Schoonover (OHM Advisors)

##### **Online:**

#### 2. Approval of Agenda and Meeting Minutes

Chair Friend proposed adding agenda item 5F: General Program Accounts (GPA) for transit funding and allowing time for Don Mayle (MDOT) to speak about the Federal Buyback Program under item 8.

Chair Friend presented the meeting minutes of October 15, 2025 for review and approval.

**Motion:** Spence, moved, supported by Blonshine, to approve the October 15, 2025 Policy Board meeting minutes.

**Result:** Motion passed unanimously on a voice vote

**3. Public Comment** was opened, but no comments were received, so the meeting moved forward.

**4. Standing MPO Business**

**a. TIP Amendments**

Barry Hicks outlined five TIP amendment/change requests.

- Top three (Grand Traverse County/TTCI road projects) were administrative changes (minor description/mileage updates).
- Bottom two BATA projects required abandonment, which triggers board action.

Don Mayle described four BATA transit projects (214805, 221554, 224115, 224749) moving from FY 2025 to FY 2026 due to FTA grant timing; impacts are housekeeping, not target changes.

***Motion:** Lemcool, moved, supported by Mullane, to approve the TIP amendments as presented.*

***Result:** Motion passed unanimously on a voice vote*

**b. MTP Updates**

At FHWA's request, the MTP Chapter 4 (Demographics & Future Needs) was updated to change the acronym "VOC" to "V/C" (volume-to-capacity ratio) for clarity and consistency with federal terminology, noted by Hicks.

**c. Franke Rd**

FHWA approved reclassification of Frankie Road (Grand Traverse County) from Local (NFC 7) to Major Collector (NFC 5).

This makes Frankie Road eligible for MPO federal funds in future programs.

**d. FHWA/FTA Policy Updates:**

Hicks reviewed the annual federal notice of obligation limitation and spending cap. Michigan received its full spending authority for the year, allowing projects to proceed as planned.

## 5. New Business

### a. Using Proxy Locations in JobNet

Discussion focused on the use of proxy locations for transit projects (BATA) in JobNet and challenges related to small, frequent funding adjustments required by FTA.

Staff and MDOT explained that allowing the use of **General Program Accounts (GPAs)** for transit projects would:

- Reduce administrative burden
- Eliminate the need for multiple proxy locations
- Remain compliant with federal requirements

MDOT clarified that GPAs allow similar minor projects to be grouped under a single STIP line item, with a 25% threshold triggering additional approval if exceeded.

***Motion:** Friend, moved, supported by Mullane, to allow the MPO to use GPA for transit projects.*

***Result:** Motion passed unanimously on a voice vote*

### b. FY 2026 MPO Allocations

Hicks presented the finalized FY 2026 MPO allocations across funding categories, noting minor changes from earlier projections. These adjustments reflect actual allocation amounts received in October and are a routine annual update.

MDOT reiterated that federal transportation funding operates on a reimbursement basis.

### c. Infrastructure Projects Fund

Hicks provided a preliminary overview of a new Infrastructure Projects Fund enacted by the state legislature and administered by MDOT. The program is expected to support multimodal and connectivity-focused projects and will likely be competitive.

### d. FY 2026 Safety Targets

Hicks presented federally required safety performance targets based on five-year rolling averages. TTCI previously adopted statewide targets, which is common practice for small MPOs.

Discussion emphasized:

- Non-motorized fatalities and serious injuries
- The importance of data-driven analysis rather than aspirational targets

Hicks and Pithwa also shared plans to develop crash heat maps using volume and speed data and to conduct jurisdiction-level meetings in 2026 to review findings and identify priority safety locations. Potential Safe Streets for All funding opportunities were noted.

**Motion:** *Shaw, moved, supported by Korn, to approve the statewide FY 2026 Safety Targets.*  
**Result:** *Motion passed unanimously on a voice vote*

**e. MDOT 5 Year Program**

An overview of the MDOT Five-Year Program was provided, highlighting coordination opportunities and future construction planning.

**f. Removed after discussion in item 5A.**

**6. Governance Matters**

**a. Election of officers:**

Hicks noted that current bylaws require officer elections in November and suggested potential amendments to provide greater flexibility and clarify chair responsibilities when the chair is absent.

**b. By-Laws**

These governance items will be discussed further at the Executive Committee meeting on January 5, 2026, before returning to the Policy Board.

**7. Public Comment** was opened, but no comments were received, so the meeting moved forward.

**8. Member Comments/Discussion of future agenda items**

MDOT provided additional detail on the Federal Aid Buyback (Fund Exchange) Program, including:

- Voluntary exchange of federal funds for state funds at approximately 90% of programmed value
- January 6, 2026 call for participation
- Program capped at \$50 million, with applications accepted through January 23, 2026

Updates were also shared regarding a new funding bill impacting neighborhood road funding and anticipated short-term revenue reductions.

**9. Next Meeting: February 18th, 2026 at 1:30 PM**

The meeting was adjourned at 3:07pm by Chair Friend with thanks to the participants.

Sincerely,

Emma Kelly  
Administrative Specialist



# Memorandum

**DATE:** February 11, 2026  
**TO:** Traverse Transportation Coordinating Initiative Policy Board  
**FROM:** Barry Hicks, MPO Program Manager  
**SUBJECT:** TIP Amendments

The Change Request noted in the TIP list are federal amendments and have been reviewed by the Technical Committee and recommended for approval by the Policy Board. All applicable Change Requests will be submitted in JobNet using the appropriate forms.

TIP Amendment CRs	Change Request	Cat.	Fiscal Year	Job #	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	Fund Source	Template Name
Federal Amendment (Form 1481)	Per OPT request updated Fynsys to OP11 and total budget to \$763,106 (\$381,553 - Federal; \$381,553 - State). Also updated work description to reflect the updated Fynsys.	Other BATA	2026	224125	BATA	Transit Operating	Areawide	0.000	6000 - Other Project Costs - Operating	5311 – Rural (Non-Urbanized) Area Formula Program	5311	Transit

Change Request for JN224125 – updated total Budget:

From: Fed: \$256,147 State: \$256,147 Total: \$512,294  
 To: Fed: \$381,553 State: \$381,553 Total: \$763,106

**Action Requested:**

Recommend TTCI Policy Board approve the change request as presented.

**Attached:**

- i) JN224125 - BATA FY2026 - 5311 Operating

If you require assistance accessing this information or require it in an alternative format, contact the Michigan Department of Transportation's (MDOT) Americans with Disabilities Act (ADA) coordinator at [www.Michigan.gov/MDOT-ADA](http://www.Michigan.gov/MDOT-ADA).

Michigan Department of Transportation  
1481 (03/2024)

## TRANSIT PROJECT DATA SHEET FOR TIP (TRANSPORTATION IMPROVEMENT PROGRAM)

**INSTRUCTIONS:** Submit completed form to the MPO and a copy to your OPT Project Manager for each project.

**FILL OUT A SEPARATE FORM FOR OPERATING OR CAPITAL PER PHASE FINANCIAL CODE.**

**ALL ITEMS MUST BE COMPLETED.**

NEW PROJECT <input type="checkbox"/> OR PROJECT CHANGE <input checked="" type="checkbox"/>		IF YES, INCLUDE JOB NUMBER 224125	JOB NUMBER 224125	
			CHANGE TYPE <input type="checkbox"/> FY <input checked="" type="checkbox"/> COST <input type="checkbox"/> SCOPE <input type="checkbox"/> SUSPENDED <input type="checkbox"/> ABANDONED	
FISCAL YEAR 2026	COUNTY Grand Traverse	TRANSIT AGENCY - LEGAL NAME BATA		
AGENCY ADDRESS 340 W. Hammond Road		CITY Traverse City	ZIP CODE 49686	
JOB TYPE: MULTI-MODAL		TEMPLATE: TRANSIT	BOUNDARIES: STATEWIDE	
MODE: TRANSIT		JOB PHASE: NON-INFRASTRUCTURE (NI)		
MAJOR ROUTE: Transit Operating		LOCATION (Report): AREAWIDE	FUNDS FLEXED TO FTA: Select an Item	

### TRANSIT PROJECT DESCRIPTION

PHASE FINANCIAL SYSTEM 5311 - CTF Non Urban Formula				DESCRIPTION OF OTHER FUNDING TYPE OP11	
DESCRIPTION	FEDERAL	STATE	LOCAL	TOTAL	SCOPE CODE/SP CODE
Operating	\$381,553	\$381,553		\$763,106	6000 - Oth Prog Costs
<b>WORK DESCRIPTION</b>					
Select an Item				\$0	Select an Item
<b>WORK DESCRIPTION</b>					
Select an Item				\$0	Select an Item
<b>WORK DESCRIPTION</b>					
Select an Item				\$0	Select an Item
<b>WORK DESCRIPTION</b>					
Select an Item				\$0	Select an Item
<b>WORK DESCRIPTION</b>					
<b>GRAND TOTAL</b>					

IF ADDITIONAL LINES ARE NEEDED PLEASE ATTACH A SEPARATE SHEET.  
Scheduled Obligation Date is **ALWAYS** the last day of September for the fiscal year of the job. Scheduled End Date is **ALWAYS** the last day of September for the fiscal year of the job plus three years for Capital (*Rural agencies*), plus four years for Capital (*Urban agencies*) jobs, or plus one year for Operating jobs.

TRANSIT FLEX CATEGORY ( <i>Only need to complete if funds are flexed to FTA and selection is based on the type of Transit Agency</i> ) Select an Item	GPA TYPE Select an Item
MDOT OBLIGATION <input type="checkbox"/> Yes - (1) If the agency applies for funds (Except for Urban Operating) directly to FTA, and if there is a state match <u>or</u> if OPT applies for the funds directly to FTA (2) 100% state jobs. <input type="checkbox"/> No - (1) Urban Operating jobs (2) If the agency applies directly to FTA for funding, and there is <u>no</u> state match.	

OPT PROJECT MANAGER NAME	ATTACHMENTS: <input type="checkbox"/> Yes <input type="checkbox"/> No (Must attach MDOT Form 1481)
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### BUDGET

1) FEDERAL: _____	\$381,553	SUBTOTAL: _____	\$763,106
2) STATE: _____	\$381,553	4) Other Local Funding ( <i>Not part of match</i> ): _____	
3) LOCAL ( <i>Part of match</i> ): _____	\$0	<b>TOTAL JOB COST:</b> _____	<b>\$763,106</b>

SUBMITTED BY ( <i>Please print</i> )	TITLE	DATE
SIGNATURE <a href="#">TTCI Policy Board</a>	February 18, 2026	PHONE NUMBER <span style="float: right;">9</span>



# Memorandum

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**DATE:** February 11, 2026

**TO:** Traverse Transportation Coordinating Initiative Policy Board

**FROM:** Barry Hicks, AICP, MPO Program Manager

**SUBJECT: By-Law Revisions**

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The attached revised TTCI Policy Board Bylaws reflect a targeted update to modernize officer elections, clarify roles and succession, and better align the bylaws with how the Board already operates in practice. These changes are intended to improve clarity, continuity, and administrative efficiency while preserving the Board's authority and flexibility.

These updates reduce ambiguity, reflect current best practices, and ensure TTCI meetings can proceed smoothly even in the absence of officers. They also provide clearer guidance to staff, current members, and future board members, while maintaining transparency and accountability in leadership selection.

## Summary of Changes

1. Clarified Use of Alternates
  - Each participating entity may designate one optional alternate.
  - Alternates may vote only when serving in place of the primary representative.
  - Alternates do not automatically assume officer roles or preside over meetings.
2. Updated Officer Election Schedule
  - Officer elections will occur every other year in odd-numbered years.
  - Elections may be held at any meeting between October and December, or as soon thereafter as practicable.
  - This provides flexibility while maintaining a consistent election cycle.
3. Streamlined Nomination and Election Process
  - Any voting member may nominate themselves or another eligible member.
  - Officers may be elected individually or as a group (slate) by majority vote.
  - The former nominating committee process has been removed.
4. Two-Year Officer Terms
  - Officers will serve two-year terms, with no limit on re-election.
  - This change promotes continuity and reduces the administrative burden of annual elections.
5. Clear Process for Mid-Term Vacancies
  - If an officer position becomes vacant, a special election will be held at the next regular or special meeting.
  - The elected officer will serve the remainder of the term.
6. Clarified Succession and Meeting Facilitation
  - A clear order of succession is established: Chair → Vice-Chair → Secretary → Treasurer
  - Officers may temporarily defer presiding duties for a meeting without relinquishing their other responsibilities.

- If all officers are absent or defer, TTCI staff will open the meeting solely to conduct a vote to select a board member to preside for that meeting.
  - The selected board member must be approved by a majority vote and will have the same authority as the Chair for that meeting only.
7. Minimum Experience Requirement for Officers
- Board members must serve at least one year on the Policy Board before being eligible for an Executive Committee (officer) role, as requested by the Executive Committee.
8. Amendment Procedure Clarification
- Clarifies the notice and voting requirements for future bylaw amendments, including timelines for filing proposed changes with the Secretary and distribution to Policy Board members prior to action.

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**Action Requested:**

To adopt the revised TTCI Policy Board Bylaws by resolution, as presented. Upon adoption, the revised bylaws will supersede and replace all prior versions of the Policy Board bylaws and take effect immediately.

Attached:      TTCI Marked-Up Copy of the Policy Board By-laws  
                  TTCI Clean Copy of the Policy Board By-Laws  
                  Resolution to Adopt Revised Policy Board By-Laws

TRAVERSE TRANSPORTATION COORDINATING  
INITIATIVE (TTCI)  
BYLAWS

ARTICLE I. NAME OF ORGANIZATION

The name of the organization shall be the Traverse Transportation Coordinating ~~Initiative~~Initiative, an Intermunicipality Committee established under Act 200 of 1957 of the Public Acts of Michigan, and shall be hereinafter referred to as the TTCI.

ARTICLE II PURPOSE AND RESPONSIBILITY

Section 1. Purpose. TTCI is established to provide coordinated leadership and direction for the development and conduct of a continuing, cooperative, and comprehensive transportation planning process in the Traverse City-Garfield Urbanized Area. As a program of Networks Northwest, TTCI shall constitute the forum for cooperative transportation decision-making by principal elected officials of general purpose local governments and representatives of transportation based agencies to develop US Census Designated Traverse City- Garfield Urbanized Area multi-modal transportation plans and programs.

Section 2. Responsibility. TTCI shall develop transportation plans and programs for the Greater Traverse Area, in coordination with local, county, regional, and state plans and programs. The Traverse City-Garfield Urbanized Area is defined by the US Census Bureau. The Metropolitan Planning Area (MPA) of TTCI shall encompass the local civil divisions of the City of Traverse City, the Charter Townships of Garfield, Elmwood, East Bay, Long Lake and the General Law Townships of Acme, Peninsula, Blair, Bingham, Green Lake and Whitewater.

Section 3. Objectives.

- a) Maintain a transportation planning process and improvement plan for the Metropolitan Planning Area which meets Federal and State requirements and ensures the area's eligibility for capital and operating funds.
- b) Pursue, develop and maintain system and subsystem plans and programs for the various modes of transportation which use the area's major streets, roads and highways.
- c) Integrate and coordinate transportation plans and programs with existing and future plans and programs within the region, as defined by the State of Michigan, and the Michigan Department of Transportation.
- d) Recommend transportation programs and projects which are consistent with the general transportation goals of the community and its transportation based agencies,
- e) Maintain continuously updated pertinent information about the area's transportation systems.
- f) Assist local and state implementation agencies in developing transportation projects. Collaborate with local, regional, state, and federal

- transportation planning agencies in developing transportation plans and projects.
- g) Operate the urbanized area transportation planning program in a responsible and efficient manner.
  - h) Provide for and encourage public involvement in TTCI's transportation planning activities.
  - i) Solicit and accept appropriate gifts and grants which will assist in the accomplishment of TTCI objectives.

### ARTICLE III. MEMBERSHIP

Section 1. General. Voting membership shall consist of the municipalities and entities which are listed in Section 4 and which execute the “*Traverse Transportation Coordinating Initiative (TTCI) Intergovernmental Agreement for Participants of Metropolitan Planning Organization*” hereafter referred to as “**THE AGREEMENT**”. Each member shall be entitled to representation on the TTCI Policy Board as hereinafter provided. With administrative and staffing assistance from Networks Northwest, all affairs of TTCI shall be managed by the Board. Voting members whose sponsoring agency becomes delinquent in any cost assessments, matching funds or other financial obligations to TTCI, shall be subject to review by the TTCI Policy Board.

Section 2. New Members. New members may be added to the Board according to the procedures outlined in **THE AGREEMENT** Article XI.

Section 3. Withdrawal of Membership. Any member may withdraw its membership according to the procedures outlined in **THE AGREEMENT** Article XII.

Section 4. Voting Members. Voting members shall consist of one member from each of the following:

- City of Traverse City
- Charter Township of Garfield (G.T. County)
- Charter Township of Elmwood (Leelanau Co.)
- Charter Township of East Bay (G.T. County)
- Acme Township (G.T. County)
- Bingham Township (Leelanau County)
- Blair Township (G.T. County)
- Peninsula Township (G.T. County)
- Green Lake Township (G.T. County)
- Charter Township of Long Lake (G.T. County)
- Grand Traverse County Board of Commissioners
- Leelanau County Board of Commissioners
- Leelanau County Road Commission
- Grand Traverse County Road Commission
- Michigan Department of Transportation
- Bay Area Transportation Authority

Section 5. Designation of Representatives and Alternates.

Membership on the TTCI Policy Board shall consist of ~~one (1) individual~~ one (1) primary representative from each participating eligible entity, ~~whom~~ who is designated by the respective entities governing body to serve as their representative. Representatives may be members of the governing board, executive staff or their designee. ~~Eligible entities shall appoint one (1) primary member to the TTCI Policy Board and shall appoint a second alternate member to attend in the primary member's absence. Designations shall be made by each participating eligible entity at their first meeting of the calendar year and as otherwise outlined for replacement. Designations shall be made in writing and by name provide a primary and alternative representative. Eligible entities may designate one (1) alternate representative to serve in the absence of the primary representative. Designation of an alternate is optional. When serving in the absence of the primary representative, an alternate shall have the same voting rights and responsibilities as the primary representative for the duration of the meeting. Designations of primary representatives and alternates, if any, shall be made in writing and by name and submitted to TTCI staff. Changes to designations may be made at any time. Designations shall occur for each participating entity that have executed approval of this agreement, and shall include a representative from the Michigan Department of Transportation and the Federal Highway Administration as necessary.~~ See Section 4 of these bylaws for Voting Members.

ARTICLE IV. OFFICERS

Section 1. General. The TTCI Executive Committee shall consist of the Chairperson, a Vice-Chairperson, a Secretary, and a Treasurer. Policy Board members are eligible to be elected to the Executive ~~Board-Committee~~ once they have served on the Policy Board for a minimum of one year. The four-member Executive ~~Board-Committee~~ shall have at least one elected City, Village, County or Township official plus one representative of a Transportation Agency.

Section 2. Duties of the Chairperson. The Chairperson shall set the Policy Board meeting agenda, preside at all meetings, appoint such committees as shall be deemed necessary, appoint standing committees with the approval of the TTCI Policy Board, and perform such other duties as may be delegated by the TTCI. The Chairperson shall have the full right to propose motions and vote on all motions and resolutions. The Chairperson shall be an ex-officio member on all committees.

Section 3. Duties of the Vice-Chairperson. The Vice-Chairperson shall preside at meetings in the absence of the Chairperson and perform such other duties as may be delegated by the Chairperson or the Board.

Section 4. Duties of the Secretary. The Secretary shall keep a record of all meetings of the TTCI; keep a record of all plans, programs, and other material brought before the Committee; notify the TTCI of all meetings; and provide agenda for all meetings.

Section 5. Duties of the Treasurer. The Treasurer shall keep a record of all financial transactions of the TTCI, provide periodic financial reports to the TTCI, and generally perform the traditional duties of this office.

Section 6. Delegation of Duties. The duties of the Secretary and/or Treasurer may be delegated to the TTCI Professional Staff assigned from Networks Northwest, or another appropriate

individual. The secretarial and financial duties may be delegated separately or together and may be delegated to different individuals.

~~Section 7. Nomination of Officers. The Chairperson shall at the November meeting (or as soon as possible thereafter) appoint a Nominating Committee to present nominations for the offices of Chairperson, Vice-Chairperson, Secretary and Treasurer at the December meeting (or as soon as possible thereafter). Nominations for all officers may be presented from the floor with the consent of the nominee. Any voting member may nominate themselves or another eligible voting member for any officer position. Nominations may be made from the floor during the election meeting.~~

~~Section 8. Election of Officers. Election of officers of the TTCI shall be at the first meeting of each calendar year or as soon as possible thereafter. Elections for officers shall be held in odd-numbered years at any meeting between October and December, or as soon thereafter as practicable. Officers shall assume their duties at the next regular or special meeting following their election.~~

~~Section 9. Election Procedure. Elections shall be conducted by a simple majority vote of the members present. The Policy Board may elect officers either individually or collectively. Individual elections shall be conducted separately for each officer position. Collective elections may include more than one officer position, up to and including all officer positions, and shall be decided by a single vote of the members present.~~

~~Section 910. Terms of Office. The terms of office shall be for one calendar year or until a successor is elected. Officers shall serve a term of two (2) calendar years, or until their successors are elected. Officers may serve successive terms without limitation.~~

~~Section 1011. Vacancy of Office Mid-Term Vacancies. If a vacancy occurs in any office during the year, the TTCI Board of Directors may fill the vacancy at any regular meeting by a simple majority vote of those representatives present. Appointments made to fill vacancies shall fill the remaining term of the vacancy. In the event that an officer position becomes vacant before the end of its term, a special election shall be held at any regular or special meeting to fill the vacancy. The newly elected officer shall serve the remainder of the unexpired term and shall assume their duties immediately upon election.~~

~~Section 12. Temporary Service by Officers and Alternates.~~

~~A. Order of Succession. The following order of succession shall apply for presiding over meetings and exercising the authority of the Chairperson:~~

- ~~1) Chairperson~~
- ~~2) Vice-Chairperson~~
- ~~3) Secretary~~
- ~~4) Treasurer~~

~~B. Officer Absence or Deferral.~~

- 1) If the Chairperson is absent or defers, the Vice-Chairperson shall preside.
- 2) If the Vice-Chairperson is absent or defers, the Secretary shall preside.
- 3) If the Secretary is absent or defers, the Treasurer shall preside.

Such deferral applies only to presiding responsibilities and does not relieve the officer of any other duties of their office, unless otherwise delegated in accordance with these bylaws.

C. All Officers Absent or Deferred. If all officers are absent or have deferred, TTCI staff shall open the meeting for the sole purpose of conducting a vote among the members present to select a board member to preside over the meeting. The selected board member must be approved by a majority vote of the members present and shall serve with the same authority as the Chairperson for the duration of the meeting.

D. Alternates. Alternates shall not automatically serve in an officer role and may only preside over a meeting if selected by majority vote in accordance with this section.

## ARTICLE V. STAFFING

Section 1. Personnel. The Board contracts with Networks Northwest to coordinate and conduct administration and staffing relating to its purpose, responsibilities and objectives. Personnel assigned to TTCI will adhere to a staffing plan approved by the Policy Board.

Section 2. Other Agencies. The Board may enter into agreements with other public and private agencies, including consultants, for all types of surveys and studies relating to its purpose, responsibilities and objectives. Such surveys and studies shall be identified and described in the annual Unified Work Program.

## ARTICLE VI. SUBCOMMITTEES/ADVISORY COMMITTEES/TASK FORCES

Section 1. Establishing Subcommittees, Advisory Committees, and Task Forces. The Board may establish such subcommittees, advisory committees and/or task forces as are deemed necessary to further its purpose in keeping with its responsibilities and objectives.

Section 2. Standing Subcommittees, Advisory Committees and Technical Advisory Committee Standing subcommittees or advisory committees shall be established by the approval of the Board. Standing committees and advisory committees may develop their own Bylaws, subject to the approval of the Board, and not in conflict with **THE AGREEMENT**.

Section 3. Other Subcommittees and Special Topic Groups. Other subcommittees and/or special topic groups may be established to address specific functional areas or individual issues as

deemed appropriate.

Section 4. Executive Committee. The Executive Committee is established in **THE AGREEMENT** as a standing subcommittee. The Executive Committee is responsible for reviewing various items relating to TTCI's management and administration. The membership of the Executive ~~Board-Committee~~ is described in Article IV, Section 1.

Section 5. Technical Committee. The Technical Committee shall advise the Governing Board on matters requiring technical planning expertise. The Technical Committee's makeup shall consist of only one (1) representative from each member agency of TTCI. TTCI requests that each member agency designate its Technical Committee representation with preference to engineers, planners, and zoning administrators (in order of preference). Governing Board members may not serve on the Technical Committee as means to better delineate roles and diversify participation in TTCI. Technical Committee meetings are open to the public; however, all deliberations and actions for the purposes of advising the Policy Board are done by Technical Committee membership only.

## ARTICLE VII. MEETINGS AND AGENDAS

Section 1. Regular Meetings. The schedule of regular meetings of the TTCI shall be established ~~at the first meeting of the calendar year prior to the beginning of the fiscal year (October 1)~~. These meetings shall take place at a time and location established by the Board.

Section 2. Special Meetings. Special meetings may be called by the Chairperson, by a majority vote of the Board, or upon written request to the Chairperson by three (3) or more Board members.

Section 3. Changes in Meetings. In the event that a regular meeting falls on a holiday, a substitute meeting shall be set by the Board. A cancellation or change in the date of a scheduled meeting shall be communicated to the representatives as promptly as possible.

Section 4. Open Meetings. All Board meetings shall be open to the public and shall be held in conformance with Act 267 of the Public Acts of Michigan of 1976, as amended, known as the "Open Meetings Act."

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Section 6. Agendas. An agenda shall be provided to Board members no later than five (5) days prior to all regular meetings. Where practicable, an agenda will also be mailed for special meetings. The Chairperson has the responsibility of determining the agenda.

## ARTICLE VIII. RULES

Section 1. General. Except where specific rules and procedures are set forth herein, Robert's Rules of Order shall govern all meetings.

Section 2. Quorum. A quorum shall be required before any formal action can be taken on agenda items. The presence of a simple majority of the current active voting members (members as defined in Article III, Section 4) OR the presence of three-fifths (3/5) of transportation implementing agencies (Bay Area Transportation Authority, City of Traverse City, Grand Traverse County Road Commission, Leelanau County Road Commission, Michigan Department of Transportation) and two (2) municipalities shall constitute a quorum for the purpose of conducting business. Active voting members are those duly appointed representatives whose membership dues were paid in the prior budget year.

Section 3. Actions by the Board. Except where otherwise specifically stated within these bylaws or within **THE AGREEMENT**, formal adoption of a motion or resolution or other action shall be with the assent of a simple majority of the assigned votes of those representatives at the meeting, with at least a quorum present.

#### ARTICLE IX. UNIFIED WORK PLAN, FUNDS AND BUDGET

Section 1. Unified Work Plan. TTCI shall undertake the development of an annual Unified Work Plan (UWP) in accordance with the requirements of State and Federal Agencies. The TTCI Policy Board shall direct staff to develop the UWP, present the draft plan to the Policy Board, and Policy Board Members shall review, provide comments and adopt the UWP at their discretion.

Section ~~12~~. Budget and Cost Allocation Formula. The Board shall annually adopt a budget as a part of the Unified Work Plan (UWP). The budget shall be prepared and approved in accordance with Michigan Department of Transportation guidelines and timelines. No funds shall be expended without an approved budget.

Section 3. Fiscal Year. The fiscal year shall start October 1 and end September 30.

Section ~~24~~. Receipt of Funds. All funds received from local contributions or other sources shall be deposited in a specially designated account by the designated fiscal agent, Networks Northwest. A record will be maintained of all funds received by the TTCI, including interest payments.

Section ~~35~~. Expenditure or Obligation of Funds. The TTCI Board, assigned Networks Northwest staff, may cause the expenditure or obligation of funds, if such expenditure or obligation is within the budget approved by the Board and appears to be reimbursable. Examples of such approved expenditures or obligations include salary and fringe benefit costs, indirect costs of operation associated with the conduct of doing business, and direct costs identified in the budget. The expenditure or obligation of funds which are either not budgeted, not reimbursable or may not be reimbursable requires the approval by a simple majority vote of the Board. A continuous

record of all funds expended or obligated by the TTCI Board, assigned Networks Northwest staff, shall be maintained.

| Section ~~46~~. Audit. A competent and independent individual or firm on an annual basis shall audit the records of receipts, expenditures and obligations in conjunction with the overall Networks Northwest audit, and the results of the audit shall be provided to the TTCI Board.

| Section ~~57~~. Financial Reports. The Treasurer, assigned Networks Northwest staff, shall provide financial reports to the Board at each regularly scheduled Board meeting, and shall prepare an annual report which can be included in the final Audit Report.

| Section ~~68~~. Code of Conduct. The Board shall maintain a written Code of Conduct which shall govern the participation of its members, officers, agents and employees engaged in the award and administration of all contracts.

## ARTICLE X. AMENDMENTS

Section 1. Procedure of Amendment. These Bylaws may be altered, amended or replaced at any regular or special meeting of the Board by at least two-thirds vote of the representatives of the voting members that are present at such meeting, each having one (1) vote for the purpose of Bylaw amendment. The amended Bylaws shall go into effect at the time of action, or at any time set by the TTCI Board within the motion of approval. A copy of the proposed changes shall be filed with the Secretary at least ten (10) days presented to the TTCI Board six (6) days prior to the meeting where such action is proposed to be taken, ~~and the secretary shall send a copy of the proposed change to each representative~~ along with written notice of the time and place of such meeting. ~~The Secretary shall also ensure that representatives receive their notices at least five (5) days prior to such meeting.~~

Section 2. Continuation and/or Conflict. The Bylaws will remain in full force and effect until such time as amendments are made and approved or until it may be determined the Bylaws are found to be in conflict with the laws or regulations of the State of Michigan or the United States of America.

Approved by the TC-TALUS Board of Directors on August 30, 1990  
Amended by the TC-TALUS Board of Directors on January 28, 1993  
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Amended by the TTCI Board of Directors on February 18, 2026

TRAVERSE TRANSPORTATION COORDINATING  
INITIATIVE (TTCI)  
BYLAWS

ARTICLE I. NAME OF ORGANIZATION

The name of the organization shall be the Traverse Transportation Coordinating Initiative, an Intermunicipality Committee established under Act 200 of 1957 of the Public Acts of Michigan, and shall be hereinafter referred to as the TTCI.

ARTICLE II PURPOSE AND RESPONSIBILITY

Section 1. Purpose. TTCI is established to provide coordinated leadership and direction for the development and conduct of a continuing, cooperative, and comprehensive transportation planning process in the Traverse City-Garfield Urbanized Area. As a program of Networks Northwest, TTCI shall constitute the forum for cooperative transportation decision-making by principal elected officials of general purpose local governments and representatives of transportation based agencies to develop US Census Designated Traverse City- Garfield Urbanized Area multi-modal transportation plans and programs.

Section 2. Responsibility. TTCI shall develop transportation plans and programs for the Greater Traverse Area, in coordination with local, county, regional, and state plans and programs. The Traverse City-Garfield Urbanized Area is defined by the US Census Bureau. The Metropolitan Planning Area (MPA) of TTCI shall encompass the local civil divisions of the City of Traverse City, the Charter Townships of Garfield, Elmwood, East Bay, Long Lake and the General Law Townships of Acme, Peninsula, Blair, Bingham, Green Lake and Whitewater.

Section 3. Objectives.

- a) Maintain a transportation planning process and improvement plan for the Metropolitan Planning Area which meets Federal and State requirements and ensures the area's eligibility for capital and operating funds.
- b) Pursue, develop and maintain system and subsystem plans and programs for the various modes of transportation which use the area's major streets, roads and highways.
- c) Integrate and coordinate transportation plans and programs with existing and future plans and programs within the region, as defined by the State of Michigan, and the Michigan Department of Transportation.
- d) Recommend transportation programs and projects which are consistent with the general transportation goals of the community and its transportation based agencies,
- e) Maintain continuously updated pertinent information about the area's transportation systems.
- f) Assist local and state implementation agencies in developing transportation projects. Collaborate with local, regional, state, and federal

- transportation planning agencies in developing transportation plans and projects.
- g) Operate the urbanized area transportation planning program in a responsible and efficient manner.
  - h) Provide for and encourage public involvement in TTCI's transportation planning activities.
  - i) Solicit and accept appropriate gifts and grants which will assist in the accomplishment of TTCI objectives.

### ARTICLE III. MEMBERSHIP

Section 1. General. Voting membership shall consist of the municipalities and entities which are listed in Section 4 and which execute the *“Traverse Transportation Coordinating Initiative (TTCI) Intergovernmental Agreement for Participants of Metropolitan Planning Organization”* hereafter referred to as **“THE AGREEMENT”**. Each member shall be entitled to representation on the TTCI Policy Board as hereinafter provided. With administrative and staffing assistance from Networks Northwest, all affairs of TTCI shall be managed by the Board. Voting members whose sponsoring agency becomes delinquent in any cost assessments, matching funds or other financial obligations to TTCI, shall be subject to review by the TTCI Policy Board.

Section 2. New Members. New members may be added to the Board according to the procedures outlined in **THE AGREEMENT** Article XI.

Section 3. Withdrawal of Membership. Any member may withdrawal its membership according to the procedures outlined in **THE AGREEMENT** Article XII.

Section 4. Voting Members. Voting members shall consist of one member from each of the following:

- City of Traverse City
- Charter Township of Garfield (G.T. County)
- Charter Township of Elmwood (Leelanau Co.)
- Charter Township of East Bay (G.T. County)
- Acme Township (G.T. County)
- Bingham Township (Leelanau County)
- Blair Township (G.T. County)
- Peninsula Township (G.T. County)
- Green Lake Township (G.T. County)
- Charter Township of Long Lake (G.T. County)
- Grand Traverse County Board of Commissioners
- Leelanau County Board of Commissioners
- Leelanau County Road Commission
- Grand Traverse County Road Commission
- Michigan Department of Transportation
- Bay Area Transportation Authority

Section 5. Designation of Representatives and Alternates.

Membership on the TTCI Policy Board shall consist of one (1) primary representative from each participating eligible entity, who is designated by the respective entities governing body to serve as their representative. Representatives may be members of the governing board, executive staff or their designee. Eligible entities may designate one (1) alternate representative to serve in the absence of the primary representative. Designation of an alternate is optional. When serving in the absence of the primary representative, an alternate shall have the same voting rights and responsibilities as the primary representative for the duration of the meeting. Designations of primary representatives and alternates, if any, shall be made in writing and by name and submitted to TTCI staff. Changes to designations may be made at any time. See Section 4 of these bylaws for Voting Members.

ARTICLE IV. OFFICERS

Section 1. General. The TTCI Executive Committee shall consist of the Chairperson, a Vice-Chairperson, a Secretary, and a Treasurer. Policy Board members are eligible to be elected to the Executive Committee once they have served on the Policy Board for a minimum of one year. The four-member Executive Committee shall have at least one elected City, Village, County or Township official plus one representative of a Transportation Agency.

Section 2. Duties of the Chairperson. The Chairperson shall set the Policy Board meeting agenda, preside at all meetings, appoint such committees as shall be deemed necessary, appoint standing committees with the approval of the TTCI Policy Board, and perform such other duties as may be delegated by the TTCI. The Chairperson shall have the full right to propose motions and vote on all motions and resolutions. The Chairperson shall be an ex-officio member on all committees.

Section 3. Duties of the Vice-Chairperson. The Vice-Chairperson shall preside at meetings in the absence of the Chairperson and perform such other duties as may be delegated by the Chairperson or the Board.

Section 4. Duties of the Secretary. The Secretary shall keep a record of all meetings of the TTCI; keep a record of all plans, programs, and other material brought before the Committee; notify the TTCI of all meetings; and provide agenda for all meetings.

Section 5. Duties of the Treasurer. The Treasurer shall keep a record of all financial transactions of the TTCI, provide periodic financial reports to the TTCI, and generally perform the traditional duties of this office.

Section 6. Delegation of Duties. The duties of the Secretary and/or Treasurer may be delegated to the TTCI Professional Staff assigned from Networks Northwest, or another appropriate individual. The secretarial and financial duties may be delegated separately or together and may be delegated to different individuals.

Section 7. Nomination of Officers. Any voting member may nominate themselves or another eligible voting member for any officer position. Nominations may be made from the floor during the election meeting.

Section 8. Election of Officers. Elections for officers shall be held in odd-numbered years at any meeting between October and December, or as soon thereafter as practicable. Officers shall assume their duties at the next regular or special meeting following their election.

Section 9. Election Procedure. Elections shall be conducted by a simple majority vote of the members present. The Policy Board may elect officers either individually or collectively. Individual elections shall be conducted separately for each officer position. Collective elections may include more than one officer position, up to and including all officer positions, and shall be decided by a single vote of the members present.

Section 10. Terms of Office. Officers shall serve a term of two (2) calendar years, or until their successors are elected. Officers may serve successive terms without limitation.

Section 11. Mid-Term Vacancies. In the event that an officer position becomes vacant before the end of its term, a special election shall be held at any regular or special meeting to fill the vacancy. The newly elected officer shall serve the remainder of the unexpired term and shall assume their duties immediately upon election.

Section 12. Temporary Service by Officers and Alternates.

A. Order of Succession. The following order of succession shall apply for presiding over meetings and exercising the authority of the Chairperson:

- 1) Chairperson
- 2) Vice-Chairperson
- 3) Secretary
- 4) Treasurer

B. Officer Absence or Deferral.

- 1) If the Chairperson is absent or defers, the Vice-Chairperson shall preside.
- 2) If the Vice-Chairperson is absent or defers, the Secretary shall preside.
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Such deferral applies only to presiding responsibilities and does not relieve the officer of any other duties of their office, unless otherwise delegated in accordance with these bylaws.

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## ARTICLE VII. MEETINGS AND AGENDAS

Section 1. Regular Meetings. The schedule of regular meetings of the TTCI shall be established prior to the beginning of the fiscal year (October 1). These meetings shall take place at a time and location established by the Board.

Section 2. Special Meetings. Special meetings may be called by the Chairperson, by a majority vote of the Board, or upon written request to the Chairperson by three (3) or more Board members.

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Section 1. General. Except where specific rules and procedures are set forth herein, Robert's Rules of Order shall govern all meetings.

Section 2. Quorum. A quorum shall be required before any formal action can be taken on agenda items. The presence of a simple majority of the current active voting members (members as defined in Article III, Section 4) OR the presence of three-fifths (3/5) of transportation implementing agencies (Bay Area Transportation Authority, City of Traverse City, Grand Traverse County Road Commission, Leelanau County Road Commission, Michigan Department of Transportation) and two (2) municipalities shall constitute a quorum for the purpose of conducting business. Active voting members are those duly appointed representatives whose membership dues were paid in the prior budget year.

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ARTICLE IX. UNIFIED WORK PLAN,  
FUNDS AND BUDGET

Section 1. Unified Work Plan. TTCI shall undertake the development of an annual Unified Work Plan (UWP) in accordance with the requirements of State and Federal Agencies. The TTCI Policy Board shall direct staff to develop the UWP, present the draft plan to the Policy Board, and Policy Board Members shall review, provide comments and adopt the UWP at their discretion.

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Section 3. Fiscal Year. The fiscal year shall start October 1 and end September 30.

Section 4. Receipt of Funds. All funds received from local contributions or other sources shall be deposited in a specially designated account by the designated fiscal agent, Networks Northwest. A record will be maintained of all funds received by the TTCI, including interest payments.

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Section 6. Audit. A competent and independent individual or firm on an annual basis shall audit the records of receipts, expenditures and obligations in conjunction with the overall Networks Northwest audit, and the results of the audit shall be provided to the TTCI Board.

Section 7. Financial Reports. The Treasurer, assigned Networks Northwest staff, shall provide financial reports to the Board at each regularly scheduled Board meeting, and shall prepare an annual report which can be included in the final Audit Report.

Section 8. Code of Conduct. The Board shall maintain a written Code of Conduct which shall govern the participation of its members, officers, agents and employees engaged in the award and administration of all contracts.

## ARTICLE X. AMENDMENTS

Section 1. Procedure of Amendment. These Bylaws may be altered, amended or replaced at any regular or special meeting of the Board by at least two-thirds vote of the representatives of the voting members that are present at such meeting, each having one (1) vote for the purpose of Bylaw amendment. The amended Bylaws shall go into effect at the time of action, or at any time set by the TTCI Board within the motion of approval. A copy of the proposed changes shall be presented to the TTCI Board six (6) days prior to the meeting where such action is proposed to be taken, along with written notice of the time and place of such meeting.

Section 2. Continuation and/or Conflict. The Bylaws will remain in full force and effect until such time as amendments are made and approved or until it may be determined the Bylaws are found to be in conflict with the laws or regulations of the State of Michigan or the United States of America.

Approved by the TC-TALUS Board of Directors on August 30, 1990  
Amended by the TC-TALUS Board of Directors on January 28, 1993  
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Amended by the TTCI Board of Directors on February 18, 2026

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## Resolution Adopting Revised Policy Board Bylaws of the Traverse Transportation Coordinating Initiative

**WHEREAS**, the Traverse Transportation Coordinating Initiative (TTCI) Policy Board operates pursuant to adopted bylaws governing its organization, membership, and officer structure; and

**WHEREAS**, the Policy Board has reviewed proposed revisions to the TTCI Bylaws intended to clarify the designation and role of alternates, modernize officer nomination and election procedures, establish a biennial election cycle, clarify officer succession and meeting facilitation, and improve overall administrative clarity and continuity; and

**WHEREAS**, the proposed revisions reflect current best practices, align with how the Policy Board operates in practice, and incorporate direction provided by the TTCI Executive Committee; and

**WHEREAS**, the revised bylaws have been reviewed by the Policy Board and found to be in the best interest of TTCI and its member jurisdictions;

**NOW, THEREFORE, BE IT RESOLVED**, that the TTCI Policy Board hereby adopts the Revised TTCI Policy Board Bylaws, dated February 18, 2026, as attached to and incorporated into this resolution by reference.

**BE IT FURTHER RESOLVED**, that upon adoption, the revised bylaws shall supersede and replace all prior versions of the TTCI Policy Board Bylaws.

**BE IT FURTHER RESOLVED**, that the revised bylaws shall take effect immediately upon adoption, except that any officer terms, elections, or procedures already in progress at the time of adoption shall continue in accordance with the bylaws in effect at the time such actions commenced, unless otherwise determined by the Policy Board.

**BE IT FURTHER RESOLVED**, that TTCI staff are authorized and directed to distribute the adopted bylaws to Policy Board members, update official records, and post the revised bylaws as appropriate.

Adopted this 18<sup>th</sup> day of February, 2026 at a regular meeting of the TTCI Policy Board held in Traverse City, Michigan.

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Beth Friend, Chair  
Traverse Transportation Coordinating Initiative

02/18/2026  
Date