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traversetransportation.org

A program of
Networks Northwest
Talent / Business / Community

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 Technical Committee Agenda

Thursday February 5th, 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/81442290096>
Meeting ID: 814 4229 0096

- 1) Introductions and Roll Call of Voting Members (See **attached, Page 2**)
- 2) Review Draft Meeting Minutes from December 4th, 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 10-28)
- 5) Election of Officers
- 6) Public comment
- 7) Member Comments/Discussion of future agenda items
- 8) Next Meeting - Thursday April 2nd, 2026 at 1:30 PM
- 9) Adjourn

TTCI TECHNICAL COMMITTEE VOTING MEMBERS

Name	Title	Organization	Email	Phone	Officers	Voting Member
Maxwell Gierman	Transportation Planner	MDOT	GiermanM@michigan.gov			Yes
Chris Elliott	Engineering Department Manager	GTCRC	celliott@gtcrc.org	231-922-4848	Vice Chair	Yes
Craig Brown	Engineer	LCRC	cbrown@leelanauroads.org	231-271-3993		Yes
Maxwell Cameron	Community Development Coordinator	Grand Traverse County	mcameron@gtcountymi.gov	231-645-9336		Yes
James Dyer	Leelanau County Administrator	Leelanau County	jdyer@leelanau.gov	231-256-9711		Yes
Lindsey Wolf	Planning & Zoning Administrator	Acme Township	zoning@acmetownship.org	231-938-1350	Treasurer	Yes
Steve Patmore	Zoning Administrator	Bingham Township	zoningadmin@suttonsbaytwp.com			Yes
Lynette Wolfgang	Clerk	Blair Township	clerk@blairtowntwpmi.gov	231-276-9263		Yes
Claire Karner	Director of Planning & Zoning	East Bay Township	ckarner@eastbaytwp.org	231.947.8681 x2		Yes
Sarah Clarren	Planner/Zoning Administrator	Elmwood Township	planner@elmwoodmi.gov	231-946-0921		Yes
John Sych	Planning Director	Garfield Township	jsych@garfield-twp.com	231-225-3155	Chair	Yes
Andy Marek	Treasurer	Green Lake Township	treasurer@greenlaketownship.org			Yes
Cody Stricker	Township Planner	Long Lake Township	planner@longlaketownship.com	231-946-2249		Yes
Vacant		Peninsula Township	planner@peninsulatownship.com	231-223-7314		Yes
Bill Clark	Transportation Planner	BATA	clarkw@bata.net	231-933-5534		Yes
Shawn Winter	City Planner	Traverse City	swinter@traversecitymi.gov	231-922-4465	Secretary	Yes

TTCI TECHNICAL COMMITTEE ALTERNATE VOTING MEMBERS

Name	Title	Organization	Email	Phone	Officers	Voting Member
Ben DuBois	North Region Planner	MDOT	DuBoisB1@michigan.gov	231-340-0326		Yes #1
Krista Phillips	MDOT TC TSC Operations Engineer	MDOT	PhillipsK7@michigan.gov	989-245-2173		Yes #2
Luke Walters	MPO Program Manager	MDOT	WaltersL3@michigan.gov	517-331-2233		Yes
Gregg Bird	Emergency Management Coordinator	Grand Traverse County	gbird@gtcountymi.gov	231-590-2373		Yes
Phil Maserant	Finance Manager	GTCRC	PMaserant@gtcrc.org	231-922-4848		Yes
Brendan Mullane	Managing Director	LCRC	bmullane@leelanauroads.org	231-271-3993		Yes
Nicole Blonshine	Supervisor	Blair Township	supervisor@blairtowntwp.org	231-276-9263		Yes
Steve Hannon	Deputy Planning Director	Garfield Township	shannon@garfield-twp.com	231-225-3156		Yes
Bill Vandercook	Zoning Administrator	East Bay Township	zoning@eastbaytwp.org	231.947.8681 x3		Yes
Eric Lingaur	Communications and Business Development Director	BATA	lingaure@bata.net	231-941-2324		Yes
Zach Cole	Civil Engineer 1	Traverse City	zcole@traversecitymi.gov	231-922 4492		Yes #1
Anne Pagano	Civil Engineer	Traverse City	apagano@traversecitymi.gov	231-922 4455		Yes #2
Tracey Bartlett	Treasurer	East Bay Township	tbartlett@eastbaytwp.org	231-947-8647		Yes

TTCI TECHNICAL COMMITTEE COMMUNITY PARTNERS

Name	Title	Organization	Email	Phone	Officers	Voting Member
Kyle Kobylnski	LAP Engineer	MDOT	KobylnskiK@michigan.gov	231-340-3541		No
Daniela Khavajian	Statewide and Urban Travel Analysis Section (SUTA)- MDOT	MDOT	KhavajianD@michigan.gov	517-388-4060		No
Katie Beck	Supervisor, Urban Travel Analysis Unit	MDOT	beckk1@michigan.gov			No
Alex Simonetti	MDOT-Office of Passenger Transportation - Project Manager	MDOT	SimonettiA@michigan.gov			No
Dan Wagner	TC TSC Manager	MDOT	wagnerD2@michigan.gov	231-340-9295		No
James Johnson	TSC Construction Engineer	MDOT	johnsonJ114@michigan.gov			No
Valerie Shultz	RPM North Unit Manager	MDOT	ShultzV@michigan.gov			No
Heidi Phaneuf	North Region Planner	MDOT	PhaneufH@michigan.gov			
Andy Pickard	Transportation Planner	FHWA	Andy.Pickard@dot.gov			No
Troy Hinds	Manager	BCRC	brcrmanager@benzierroad.net	231-325-3051 X 207		No
Rob Kalbfleisch	Land & Roads Management Director	Grand Traverse Band of Ottawa and Chippewa	Rob.Kalbfleisch@gtb-nsn.gov	231-534-7716		No
Kevin Klein	Airport Manager	Cherry Capital Airport	admin@tvcairport.com, kevin.klein@tvcairport.com			No
Bob Nelesen	Airpor Engineer	Cherry Capital Airport	bob.nelesen@tvcairport.com			No
Mark Bishop	Airport Finance Director	Cherry Capital Airport	mark.bishop@tvcairport.com			No
Carolyn Ulstad	Transportation Program Manager	Groundwork	carolyn.ulstad@groundworkcenter.org	231-941-6584 x710		No
Troy Kerczynski	VP of Finance and Administration	Northwestern Michigan College	tkerczynski@nmc.edu	231-995-1147		No
Elizabeth Calcutt	TART Trails Representative	TART	elizabeth@traversetrails.org			No
Chris Kushman	TART Trails Representative	TART	ckushman@traversetrails.org			No
Christine Thomas	Assistant Superintendent of Finance and Operations	TCAPS	thomasch@tcaps.net	231-933-1730		No
Camille Hoisington	Director of Ecosystem Development	Traverse Connect	Camille.Hoisington@traverseconnect.com			No
Warren Call	Executive Director	Traverse Connect	warren.call@traverseconnect.com			No

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.

TTCI Technical Committee Meeting

Thursday, December 4th, 2025 at 1:30pm

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

DRAFT – MEETING MINUTES - DRAFT

Call to Order

The meeting was called to order at 1:31 p.m. on Thursday, December 4th, 2025, by Chair John Sych.

1. Introduction/Roll Call of Voting Members

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

Committee Members Present: Max Gierman (MDOT); Chris Elliott (GTCRC); Max Cameron (GTC); Lindsey Wolf (Acme Twp.); Claire Karner (East Bay Twp.); John Sych (Garfield Twp.); Bill Clark (BATA); Shawn Winter (Traverse City); Cody Stricker (Long Lake Twp.);

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

Others present: Heidi Phaneuf (MDOT); Chris Kushman (TART)

Online: Fern Spence (GT County); ; Dan Wagner (MDOT); Brendan Mullane (LCRC); Kyle Kobylski (MDOT); Brian Stark (MDOT)

2. Approval of Agenda and Meeting Minutes for October 2nd, 2025 (action requested)

Sych asked if there needed to be any changes to the agenda and/or meeting minutes for October 2nd, 2025.

Motion: Winter moved, supported by Stricker, to approve the TTCI Technical Committee Meeting Minutes for October 2nd, 2025.

Outcome: The motion was approved unanimously by a voice vote.

3. Public Comment

The floor was open for public comment; no comments were made.

4. New Business

a. TIP Amendments

Pithwa presented change requests from the last meeting. Minor changes—no motion or approval needed—as these are administrative and can be made directly in JobNet.

Changes include updates to RTF, GTRC, and BATA jobs (including abandoned projects).

Winter: Asked about two Cass Road projects and why two line items appear.

Response: They represent two different funding sources.

Heidi: MDOT will add upcoming projects to JobNet. One being highlighted is the US-31 corridor from Garfield to Three Mile, the last stretch of US-31 in the area that hasn't received recent work. MDOT will meet with the City and East Bay Township.

Hicks: Shared the new list of projects within the planning boundary now that the MPO TIP is in place.

- List includes projects by fiscal year and funding source (RTF, MDOT, MPO).
- Where a project crosses the planning boundary, programming may differ in JobNet and may appear as multiple jobs.
- The committee requested the inclusion of project limits on future lists.

b. MTP Updates

Hicks provided routine periodic updates, noting no major changes requiring formal review and an administrative update was made to Chapter 4 to clarify the acronym change from VOC (Volume to Capacity Ratio) to V/C at FHWA's request to avoid confusion with other federal acronyms.

c. Franke Rd NFC Review Update

Hicks stated that a functional classification change was approved in October. Franke Rd was reclassified from Local Road to Major Collector, making it eligible for MPO funds.

d. FHWA/FTA Policy Updates

Hicks provided an informational update noting recent federal obligation limitation memos. There is no impact on any current TIP projects.

5. New Business

a. Discussion: Using Proxy Locations in JobNet

Hicks introduced Brian Stark (MDOT), who provided further clarification.

Stark:

- Leelanau County contributes funding to transit through RTF.
- When an RTF project is within the MPO boundary, it must be approved through both the MPO and RTF processes, in any order, but must ultimately be included in the TIP for federal approval.

- Bringing Leelanau into the MPO boundary would add unnecessary process steps because Leelanau is predominantly rural.
- Maintaining Leelanau's proxy location outside the MPO preserves flexibility for transit funding.
- Projects on boundary routes between MPO and rural areas may use both MPO and rural funding sources simultaneously.
- Additional proxy locations may be added within southeast Grand Traverse County.

b. FY 2026 MPO Allocations

Hicks: FY 2026 allocation notifications were received in October.

- TIP development used estimates that were very close to the final allocations.
- No changes to current projects.
- CRP fund estimates were also closely aligned.
- Updates will be entered into JobNet to reflect actual allocations.

c. Infrastructure Projects Fund

Hicks: The state recently created the Infrastructure Projects Fund, a new funding mechanism aimed at multimodal, connectivity-focused projects.

Heidi:

- IPF enables projects that go beyond traditional roadway improvements, encouraging modal shifts.
- Funds cannot be spent until late 2026.
- MDOT will conduct a competitive statewide process; applications will not necessarily go through MPO channels.
- Community input on needs will be important.
- IPF can be used to match federal grants.

Hicks: Encouraged the committee to begin identifying shovel-ready projects for 2027–2028 and beyond.

Motion: Winter moved, supported by Elliott, to recommend the support of safety targets for the TTCI policy board of adoption for resolution.

Outcome: The motion was approved unanimously by a voice vote

6. Public Comment

The floor was open for public comment; no comments were made.

7. Member Comments

Hicks:

- Reviewed bylaws and noted ambiguity around succession when both chair and vice chair are absent; this will be clarified at the January Executive Committee meeting.
- Reminder: election of new chair and vice chair occurs annually; will be added to the February agenda.
- Presented a preliminary safety map showing regional crash and incident patterns across all modes.
- Intends to schedule meetings in 2026 with jurisdictions and road agencies to gather input.
- Emphasized the goal of incorporating safety considerations more explicitly into project selection and design.
- MPO funds may be leveraged to enhance Act 51 agency safety efforts.

Winter:

- Noted intersections stand out in the safety map.
- Suggested including crash rates per 100k vehicles and considering reroute strategies due to limited network redundancy.

Stricker: Requested data showing fatality vs. minor-injury risk and traffic flow percentages if available.

Karner: Asked about MPO eligibility for various grant programs.

Hicks: Eligibility varies; TTCI is eligible for Safe Streets for All (SS4A).

Heidi: USDOT expected to open SS4A application window in Spring 2026.

Gierman: Mentioned a potential federal buyout in 2027.

Stricker: Thanked MPO staff and recognized Barry Hicks for his statewide award.

Sych: Confirmed elections occur at the beginning of each year—will be added to the February agenda.

8. Next Meeting: Thursday, February 5th, 2026 at 1:30PM

9. Adjourn

Meeting Adjourned at 2:45 pm.

Sincerely,

Emma Kelly

Administrative Specialist, Networks Northwest



Memorandum

DATE: January 29, 2026

TO: Traverse Transportation Coordinating Initiative Technical Committee

FROM: Barry Hicks, MPO Program Manager; Isha Pithwa, Community Planner

SUBJECT: TIP Amendments

The Change Request noted in the TIP list are federal amendments and require review by the Technical Committee and approval from 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.

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		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

WORK DESCRIPTION

Select an Item				\$0	Select an Item
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WORK DESCRIPTION

Select an Item				\$0	Select an Item
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WORK DESCRIPTION

Select an Item				\$0	Select an Item
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WORK DESCRIPTION

Select an Item				\$0	Select an Item
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WORK DESCRIPTION

GRAND TOTAL					
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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 (*Only need to complete if funds are flexed to FTA and selection is based on the type of Transit Agency*)

Select an Item	GPA TYPE Select an Item
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MDOT OBLIGATION

Yes - (1) If the agency applies for funds (Except for Urban Operating) directly to FTA, and if there is a state match or if OPT applies for the funds directly to FTA (2) 100% state jobs.
 No - (1) Urban Operating jobs (2) If the agency applies directly to FTA for funding, and there is no 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: <u>\$381,553</u>	SUBTOTAL: <u>\$763,106</u>
2) STATE: <u>\$381,553</u>	4) Other Local Funding (<i>Not part of match</i>): <u>_____</u>
3) LOCAL (<i>Part of match</i>): <u>\$0</u>	TOTAL JOB COST: <u>\$763,106</u>

SUBMITTED BY (<i>Please print</i>)	TITLE	DATE
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SIGNATURE	PHONE NUMBER
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Memorandum

DATE: January 29, 2026

TO: Traverse Transportation Coordinating Initiative Technical Committee

FROM: Barry Hicks, AICP, MPO Program Manager

SUBJECT: By-Law Revisions

The attached revisions to the TTCI Technical Committee Bylaws are intended to clarify committee operations, modernize officer elections, and align key governance provisions with the recently updated TTCI Policy Board Bylaws. These changes improve consistency, continuity, and clarity while preserving the Technical Committee's advisory role.

These updates reflect current best practices and provide clearer guidance for committee members and staff. They ensure meetings can proceed smoothly, clarify roles and responsibilities, and maintain consistency with the Policy Board bylaws, while preserving the Technical Committee's advisory function.

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 aligns the Technical Committee election cycle with the Policy Board.

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 need for annual officer 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 newly elected officer will serve the remainder of the unexpired term.

6. Clarified Succession and Meeting Facilitation

- A clear order of succession is established for presiding over meetings: 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 facilitate a vote to select a committee member to preside for that meeting.
- The selected member must be approved by a majority vote and will serve with the authority of the Chair for that meeting only.

Action Requested:

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

Attached:

- TTCI Marked-Up Copy of the Technical Committee By-laws
- TTCI Clean Copy of the Technical Committee By-Laws
- Resolution to Adopt Revised Technical Committee By-Laws

TRAVERSE TRANSPORTATION COORDINATING
INITIATIVE (TTCI)
TECHNICAL COMMITTEE BYLAWS

ARTICLE I. NAME OF COMMITTEE

The name of the committee shall be the Traverse Transportation Coordinating Initiative Technical Committee, a sub-committee organized and appointed as an advisory body to the TTCI Policy Board formed as an Inter-municipality Committee established under Act 200 of 1957 of the Public Acts of Michigan, and shall be hereinafter referred to as the TTCI TECH.

ARTICLE II PURPOSE AND RESPONSIBILITY

Section 1. Purpose. TTCI TECH is established to provide a coordinated advisory body to the TTCI Policy Board. TTCI TECH shall advise on the development and conduct of a continuing, cooperative, and comprehensive transportation planning process in the Traverse City-Garfield Urbanized Area. TTCI TECH shall constitute the forum for a cooperative transportation advisory committee, comprised of professional staff of the general purpose local governments and representatives of transportation based agencies who are eligible members of the TTCI Policy Board as defined within **“THE AGREEMENT”**, which is outlined in Article III. Other ancillary organizations referred to as non-eligible members are invited to participate in the TTCI TECH meetings and processes as non-voting advisors.

Section 2. Responsibility. TTCI TECH shall advise on the development of 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) Advise on 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) Advise on system and subsystem plans and programs for the various modes of transportation which use the area's major streets, roads and highways.
- c) Advise for Integration and coordination of 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) Advise and recommend transportation programs and projects which are consistent with the general transportation goals of the community and its transportation based agencies,
- e) Advise for the maintenance and continuously updated pertinent

- f) information about the area's transportation systems.
- f) Advise and 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) Advise for the operation of the urbanized area transportation planning program in a responsible and efficient manner.
- h) Support and encourage public involvement in TTCI's transportation planning activities.
- i) Support the solicitation and acceptance of 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 eligible voting member shall be entitled to a single vote on the TTCI TECH. A primary representative, and an optional alternate representative, A primary and alternate representative shall be appointed to TTCI TECH as hereinafter provided. All affairs of TTCI TECH shall be directed by the TTCI Policy Board, with staffing to TTCI TECH served by Networks Northwest. Voting members whose sponsoring agency becomes delinquent in any cost assessments, matching funds or other financial obligations to TTCI, shall have voting privileges stricken until such time as the sponsoring agency is in good standing from the delinquencies outlined above.

Section 2. New Voting Members. New voting members may be added to TTCI TECH following the procedures outlined in **THE AGREEMENT** Article XI, for the addition of eligible entities to the TTCI Policy Board, with appointment to TTCI TECH as outlined within these bylaws.

Section 3. Withdrawal of Members. Any eligible entity which withdraws from the TTCI Policy Board shall have its voting membership withdrawn from the TTCI TECH.

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

- City of Traverse City (G.T. County)
- Charter Township of Garfield (G.T. County)
- Charter Township of Elmwood (Leelanau County)
- 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 Voting Member Representatives and Alternates.

Membership on the TTCI TECH shall consist of one (1) individual from each participating eligible entity, ~~whom-who~~ is designated by the respective entities governing body to serve as their representative. Representatives may be professional staff, 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. Eligible entities shall appoint one (1) primary member to the TTCI TECH 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 last meeting prior to the end of the TTCI Fiscal Year and as otherwise outlined for replacement. Designations shall be made in writing and by name provide a primary and alternative representative. 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.~~

Section 6. Non-Voting Members.

Non-Voting Membership is extended to any organization which utilizes, is impacted by, advocates for or against, or otherwise is integrated into the processes or outcomes of the TTCI MPO. There is no cap on participation of non-voting members.

ARTICLE IV. OFFICERS

Section 1. General. The TTCI TECH shall have an ~~executive-Executive ecommittee-Committee~~ of officers to consist of a Chairperson, a Vice-Chairperson, a Secretary, and a Treasurer. TTCI TECH ~~executive-Executive ecommittee-Committee~~ members shall be eligible voting members and shall have served on TTCI TECH for a minimum of one (1) year in order to be elected to the ~~executive-Executive ecommitteeCommittee~~. The four-member TTCI TECH Executive Committee shall have at least one representative from the City, County or Township, plus one representative of a Transportation Agency.

Section 2. Duties of the Chairperson. The Chairperson shall set the TTCI TECH meeting agenda, preside at all meetings, and perform such other duties as may be delegated by the TTCI Policy Board. 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 sub-committees of TTCI TECH.

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 TECH; keep a record of all plans, programs, and other material brought before the Committee; notify the TTCI TECH of all meetings; and provide agendas for all meetings.

Section 5. Duties of the Treasurer. The Treasurer shall keep a record of all financial transactions of the TTCI TECH, provide periodic financial reports to the TTCI TECH, 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. The Chairperson shall call for the nomination of officers at the first meeting of the Fiscal Year or as soon as possible thereafter. Nominations for all officers may be presented from the floor with the consent of the nominee.~~

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. Election of officers of the TTCI shall be at the first meeting of each Fiscal Year or as soon as possible thereafter.~~

Section 9. Election Procedure. ~~Elections shall be conducted by a simple majority vote of the members present. The Technical Committee 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. ~~Officers shall serve a term of two (2) calendar years, or until their successors are elected. Officers may serve successive terms without limitation. The terms of office shall be for the Fiscal Year in which the officer is elected or until a successor is elected.~~

Section 1011. Vacancy of Office 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. If a vacancy occurs in any office during the year, the TTCI TECH may fill the vacancy at any regular meeting by a simple majority vote of those eligible voting representatives present. Appointments made to fill vacancies shall fill the remaining term of the vacancy.~~

Section 12. Temporary Service by Officers and Alternates.

A. 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.

A.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 Technical Committee member to preside over the meeting. The selected 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. Alternate. 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 TTCI Policy 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, which includes staffing support for TTCI TECH.

Section 2. Other Agencies. TTCI TECH with the TTCI Policy Board approval 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/SPECIAL TOPIC GROUPS/TASK FORCES

Section 1. Establishing Subcommittees, Special Topic Groups, and Task Forces. TTCI TECH as supported and not in conflict with the TTCI Policy, may establish subcommittees, special topic groups and/or task forces as are deemed necessary to further its purpose in keeping with its responsibilities and objectives, or to address specific functional areas or individual issues as deemed appropriate.

ARTICLE VII. MEETINGS AND AGENDAS

Section 1. Regular Meetings. The schedule of regular meetings of the TTCI TECH shall be established at the first meeting of the fiscal year of the TTCI Policy Board. These meetings shall take place at a time and location established by the TTCI TECH.

Section 2. Special Meetings. Special meetings may be called by the Chairperson, by a majority vote of the TTCI TECH, or upon written request to the Chairperson by three (3) or more TTCI TECH members. Special meeting shall be noticed at least 18 hours prior to the Special Meeting.

Section 3. Changes in Meetings. In the event that a regular meeting falls on a holiday, a substitute meeting shall be set by the Committee; all attempts shall be made to accommodate meeting substitutions when the fiscal year calendar of meetings is set. 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."

Section 5. Notices of Meetings. Notices of all regular meetings, including agenda, shall be provided to the Committee members and posted to the general public no later than five (5) days prior to the meeting.

Section 6. Agendas. An agenda shall be provided to Committee members no later than five (5) days prior to all regular meetings. Where practical, an agenda will also be emailed 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 eligible entity membership dues were paid in the prior budget year.

Section 3. Actions by the Board. Except where otherwise specifically stated within these bylaws, 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

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 TECH shall work with staff as directed by the TTCI Policy Board to develop the UWP. TTCI TECH shall recommend approval of the DRAFT UWP to the TTCI Policy Board, and TTCI Policy Board Members shall review, provide comments and adopt the UWP at their discretion.

Section 2. Fiscal Year. The fiscal year shall start October 1 and end September 30.

Section 3. Code of Conduct. The TTCI TECH shall follow the TTCI Policy Board 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 TTCI TECH by at least two-thirds vote of the representatives of the voting members, each having one (1) vote for the purpose of Bylaw amendment. A copy of the proposed changes shall be filed with the Secretary at least ten (10) 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 TTCI Technical Committee on 12/14/2023 December 14, 2023
Amended by the TTCI Technical Committee on February 5, 2026

TRAVERSE TRANSPORTATION COORDINATING
INITIATIVE (TTCI)
TECHNICAL COMMITTEE BYLAWS

ARTICLE I. NAME OF COMMITTEE

The name of the committee shall be the Traverse Transportation Coordinating Initiative Technical Committee, a sub-committee organized and appointed as an advisory body to the TTCI Policy Board formed as an Inter-municipality Committee established under Act 200 of 1957 of the Public Acts of Michigan, and shall be hereinafter referred to as the TTCI TECH.

ARTICLE II PURPOSE AND RESPONSIBILITY

Section 1. Purpose. TTCI TECH is established to provide a coordinated advisory body to the TTCI Policy Board. TTCI TECH shall advise on the development and conduct of a continuing, cooperative, and comprehensive transportation planning process in the Traverse City-Garfield Urbanized Area. TTCI TECH shall constitute the forum for a cooperative transportation advisory committee, comprised of professional staff of the general purpose local governments and representatives of transportation based agencies who are eligible members of the TTCI Policy Board as defined within **“THE AGREEMENT”**, which is outlined in Article III. Other ancillary organizations referred to as non-eligible members are invited to participate in the TTCI TECH meetings and processes as non-voting advisors.

Section 2. Responsibility. TTCI TECH shall advise on the development of 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) Advise on 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) Advise on system and subsystem plans and programs for the various modes of transportation which use the area's major streets, roads and highways.
- c) Advise for Integration and coordination of 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) Advise and recommend transportation programs and projects which are consistent with the general transportation goals of the community and its transportation based agencies,

- e) Advise for the maintenance and continuously updated pertinent information about the area's transportation systems.
- f) Advise and 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) Advise for the operation of the urbanized area transportation planning program in a responsible and efficient manner.
- h) Support and encourage public involvement in TTCI's transportation planning activities.
- i) Support the solicitation and acceptance of 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 eligible voting member shall be entitled to a single vote on the TTCI TECH. A primary representative, and an optional alternate representative, shall be appointed to TTCI TECH as hereinafter provided. All affairs of TTCI TECH shall be directed by the TTCI Policy Board, with staffing to TTCI TECH served by Networks Northwest. Voting members whose sponsoring agency becomes delinquent in any cost assessments, matching funds or other financial obligations to TTCI, shall have voting privileges stricken until such time as the sponsoring agency is in good standing from the delinquencies outlined above.

Section 2. New Voting Members. New voting members may be added to TTCI TECH following the procedures outlined in **THE AGREEMENT** Article XI, for the addition of eligible entities to the TTCI Policy Board, with appointment to TTCI TECH as outlined within these bylaws.

Section 3. Withdrawal of Members. Any eligible entity which withdraws from the TTCI Policy Board shall have its voting membership withdrawn from the TTCI TECH.

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

- City of Traverse City (G.T. County)
- Charter Township of Garfield (G.T. County)
- Charter Township of Elmwood (Leelanau County)
- 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 Voting Member Representatives and Alternates.

Membership on the TTCI TECH shall consist of one (1) individual from each participating eligible entity, who is designated by the respective entities governing body to serve as their representative. Representatives may be professional staff, 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.

Section 6. Non-Voting Members.

Non-Voting Membership is extended to any organization which utilizes, is impacted by, advocates for or against, or otherwise is integrated into the processes or outcomes of the TTCI MPO. There is no cap on participation of non-voting members.

ARTICLE IV. OFFICERS

Section 1. General. The TTCI TECH shall have an Executive Committee of officers to consist of a Chairperson, a Vice-Chairperson, a Secretary, and a Treasurer. TTCI TECH Executive Committee members shall be eligible voting members and shall have served on TTCI TECH for a minimum of one (1) year in order to be elected to the Executive Committee. The four-member TTCI TECH Executive Committee shall have at least one representative from the City, County or Township, plus one representative of a Transportation Agency.

Section 2. Duties of the Chairperson. The Chairperson shall set the TTCI TECH meeting agenda, preside at all meetings, and perform such other duties as may be delegated by the TTCI Policy Board. 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 sub-committees of TTCI TECH.

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 TECH; keep a record of all plans, programs, and other material brought before the Committee; notify the TTCI TECH of all meetings; and provide agendas for all meetings.

Section 5. Duties of the Treasurer. The Treasurer shall keep a record of all financial transactions of the TTCI TECH, provide periodic financial reports to the TTCI TECH, 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 Technical Committee 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. 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 Technical Committee member to preside over the meeting. The selected 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. Alternate. 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 TTCI Policy 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, which includes staffing support for TTCI TECH.

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ARTICLE VI. SUBCOMMITTEES/SPECIAL TOPIC GROUPS/TASK FORCES

Section 1. Establishing Subcommittees, Special Topic Groups, and Task Forces. TTCI TECH as supported and not in conflict with the TTCI Policy, may establish subcommittees, special topic groups and/or task forces as are deemed necessary to further its purpose in keeping with its responsibilities and objectives, or to address specific functional areas or individual issues as deemed appropriate.

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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."

Section 5. Notices of Meetings. Notices of all regular meetings, including agenda, shall be provided to the Committee members and posted to the general public no later than five (5) days prior to the meeting.

Section 6. Agendas. An agenda shall be provided to Committee members no later than five (5) days prior to all regular meetings. Where practical, an agenda will also be emailed 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 eligible entity membership dues were paid in the prior budget year.

Section 3. Actions by the Board. Except where otherwise specifically stated within these bylaws, 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

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 TECH shall work with staff as directed by the TTCI Policy Board to develop the UWP. TTCI TECH shall recommend approval of the DRAFT UWP to the TTCI Policy Board, and TTCI Policy Board Members shall review, provide comments and adopt the UWP at their discretion.

Section 2. Fiscal Year. The fiscal year shall start October 1 and end September 30.

Section 3. Code of Conduct. The TTCI TECH shall follow the TTCI Policy Board 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 TTCI TECH by at least two-thirds vote of the representatives of the voting members, each having one (1) vote for the purpose of Bylaw amendment. A copy of the proposed changes shall be filed with the Secretary at least ten (10) 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 TTCI Technical Committee on December 14, 2023
Amended by the TTCI Technical Committee on February 5, 2026



Resolution Adopting Revised Technical Committee Bylaws of the Traverse Transportation Coordinating Initiative

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

WHEREAS, the Technical Committee has reviewed proposed revisions to its 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 align the Technical Committee bylaws with recently updated TTCI Policy Board bylaws while preserving the Technical Committee's advisory role; and

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

NOW, THEREFORE, BE IT RESOLVED, that the TTCI Technical Committee hereby adopts the Revised TTCI Technical Committee Bylaws, dated February ___, 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 Technical Committee 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 Technical Committee.

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

Adopted this 5th day of February, 2026 at a regular meeting of the TTCI Technical Committee held in Traverse City, Michigan.

John Sych, Chair
Traverse Transportation Coordinating Initiative Technical Committee

02/05/2026
Date