



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 Policy Board Agenda

Wednesday April 15th, 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 February 18, 2026 (See **attached, Pages 3-6**)
- 3) Public comment
- 4) New Business
 - a) TIP Amendments (See **attached, Pages 7-22**)
 - b) FY27 Unified Work Program (See **attached, Pages 23-79**)
 - c) Safe Streets for All Grant (See **attached, Pages 80-85**)
- 5) Public comment
- 6) Member Comments/Discussion of future agenda items
- 7) Next Meeting – Wednesday June 17, 2026 at 1:30 PM
- 8) Adjourn

Networks Northwest is an Equal Opportunity Employer/Program. Auxiliary aids and service are available upon request to individuals with disabilities. Michigan Relay Center callers use 711 or 1-800-649-3777.

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

Wednesday, February 18th, 2026 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 1:36 pm on Wednesday, February 18th, 2026.

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 (GTC); Doug White (Acme Twp.); Nicole Blonshine (Blair Twp.); Beth Friend (East Bay Twp.); Jeff Shaw (Elmwood Twp.); Ron Lemcool (Long Lake Twp.); Justin Weston (BATA); Joe MCManus (Garfield Twp.)

Staff Present:

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

Others Present:

Online:

Alisha Busitill (OHM Advisors); Shaughn Handley (BATA)

2. Approval of Agenda and Meeting Minutes

Chair Friend presented the meeting minutes of December 17th, 2025 for review and approval.

Motion: Lemcool moved, supported by Spence, to approve the December 17th, 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. New Business

Originally scheduled new business items were adjusted as follows:

- Item 4A: TIP amendment – BATA operating funding (Job 2041-25, page 8).
- Item 4B: Bridge Inspection Program Funding
- Item 4C: Policy Board Bylaw Revisions.

The Board agreed by consensus to add Bridge Inspection Program Funding as item 4B and proceed without a formal written resolution for the added item.

a. TIP Amendment for Job 224125

Barry Hicks presented a Transportation Improvement Program (TIP) amendment for Job 20241-25 related to operating assistance under the Federal Transit Administration (FTA) Section 5311 Rural Formula Program. The amendment reflects adjustments to operating funding allocations for BATA within the FY26 TIP.

Discussion included clarification of funding sources and confirmation that the amendment aligns with current program requirements and allocations from the Office of Passenger Transportation. Staff will assist with confirming specific job details in the TIP database to ensure accurate documentation.

***Motion:** Spence moved, supported by Mullane, to approve the TIP Amendment for Job 20241-25 as presented..*

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

b. Bridge Inspection Program Funding

Barry Hicks introduced a request related to bridge inspection program funding affecting MPO and rural areas within the TTCI boundary. Mayle explained that additional federal funds became available through redistribution and carryover programs.

The project includes approximately \$9 million in TIFIA redistribution funds and approximately \$5 million in Small Urban program carryover funds. Within the TTCI area, a total of \$116,000 is programmed to support updating load ratings for local bridges.

The project will:

- Update load ratings for all local bridges within the TTCI boundary.
- Be implemented as part of a three-year effort beginning in FY2026.
- Be programmed across MPO and rural areas as applicable.

Mayle noted the importance of obligating the funds promptly to ensure work can begin in spring 2026. Board members discussed the value of maintaining accurate bridge data for long-range transportation planning and asset management.

Mayle will request and obtain a detailed breakdown of bridges and associated funding amounts to ensure MPO-level documentation includes bridge-specific information.

Motion: Lemcool moved, supported by Spence, to approve the Bridge Inspection Program funding as presented.

Result: Motion passed unanimously on a voice vote

c. By-Law Revisions

Barry Hicks presented proposed revisions to the TTCI Policy Board bylaws, providing both a redlined version and a clean copy for review. The revisions were developed to clarify procedures and improve governance consistency.

Key revisions included:

- Clarification of officer roles and responsibilities.
- Clear meeting facilitation procedures in the absence of the Chair.
- Updated election procedures and timelines.
- Allowance of one designated alternate per board position.
- Streamlined nomination procedures.
- Defined process for filling midterm vacancies.
- Clear succession procedures.

Motion: Spence moved, supported by Blonshine, to approve the revised TTCI Policy Board bylaws as presented.

Result: Motion passed unanimously on a voice vote

5. Election of Officers

With adoption of the revised bylaws, the Board proceeded with the election of officers.

Chair:

Friend moved, supported by Spence, to appoint Brendan Mullane as Chair.

Result: Motion passed unanimously.

Vice Chair:

Spence moved, supported by Lemcool, to appoint Justin Weston as Vice Chair.

Result: Motion passed unanimously.

Secretary:

Friend moved, supported by Shaw, to appoint Chuck Korn as Secretary.

Result: Motion passed unanimously.

Treasurer:

Shaw moved, supported by Spence, to appoint Beth Friend as Treasurer.

Result: Motion passed unanimously.

The newly elected officers will serve in accordance with the updated bylaws, effective immediately.

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

7. Member Comments/Discussion of future agenda items

Barry Hicks discussed the upcoming April 15th meeting and noted that the Unified Work Program (UWP) draft must be prepared for Board review and approval in April to meet the June 1 submission deadline to MDOT.

Hicks will begin scheduling meetings with member jurisdictions, townships, and road commissions to discuss local issues and topics for inclusion in the long-range transportation plan.

8. Next Meeting: April 15th, 2026 at 1:30 PM

The meeting was adjourned at 3:02 pm by Chair Mullane with thanks to the participants.

Sincerely,

Emma Kelly
Administrative Specialist



Memorandum

DATE: April 6, 2026
TO: Traverse Transportation Coordinating Initiative Policy Board
FROM: Cassidy Roberts, Transportation Planner
SUBJECT: TIP Amendments

The following Change Requests require review and approval from the Policy Board. All applicable Change Requests will be submitted in JobNet using the appropriate forms.

TIP Amendment CRs	Cat.	Fiscal Year	Job #	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	Fund Source	Template Name
FORM 1799	RTF	2026	219117	GTC	Cedar Run Rd	Benzie County line to 650' West of Barney Rd	3.554	Road Capital Preventive Maintenance	One Course Asphalt Overlay	STL	STP - Rural/Flexible
FORM 2606	TTCI	2026	223784	GTC	Cass Rd	Hartman Road to South Airport Road	1.255	Road Rehabilitation	Crush & Shape & Asphalt Resurfacing	STUL	STP-Small MPO
	MDOT	2026	226439	MDOT	Various Locations- Traverse City TSC	Various Locations- Traverse City TSC	81.487	Road Capital Preventive Maintenance	Asphalt Crack Treatment	ST	Road - Capital Preventive Maintenance
	MDOT	2026	226439	MDOT	Various Locations- Traverse City TSC	Various Locations- Traverse City TSC	81.487	Road Capital Preventive Maintenance	Asphalt Crack Treatment	ST	Road - Capital Preventive Maintenance
	MDOT	2027	226398	MDOT	Regionwide	Regionwide	0.978	Traffic Safety	Pavement Marking	HSIP	Traffic And Safety - Pavement Markings
	MDOT	2027	226398	MDOT	Regionwide	Regionwide	0.978	Traffic Safety	Pavement Marking	HSIP, V RU	Traffic And Safety - Pavement Markings
FORM 1481	OTHE R BATA	2026	224117	Bay Area Transportation Authority	Transit Operating	Areawide	0	3000- Operating Assistance	Operating Assistance	5307	Transit

Change Request Descriptions:

1. Change Request for 219117:

TTCI TIP amendment request to revise the project begin termini to 125' East of Benzie County Line, change is 125' in length. New limits are "125' East of Benzie County Line to 650' West of Barney Rd" and new length is 3.58.

2. Change Request for 223784:

TTCI TIP amendment request to revise project funding and overall length. New length is 1.21. Funding change is to local matches only.

Funding Change:

From: Fed: \$1,046,995 State: \$0 Local: \$373,356 Total: \$1,420,351

To: Fed: \$1,046,995 State: \$0 Local: \$1,191,847.20 Total: \$2,285,215.20

3. Change Request for 226439:

HMA crack treatment and overband crack seal to preserve asphalt pavement conditions.

4. Change Request for 226398:

Application of permanent pavement marking on trunkline in the North Region from date project is obligated through 05/03/2027.

5. Change Request for 224117:

TTCI TIP amendment request to update the funding amount specific to BATA that is shown in the full year apportionment table released on the USDOT website for Section 5307 Operating funding. Section 5307 is used to cover BATA's daily operations for items such as fuel, utilities, and driver wages.

Funding Change:

From: Fed & State: \$4,000,000

To: Fed & State: \$5,209,318

Action Requested:

Recommend TTCI approve the change requests as presented.

STIP/TIP List of Projects

TIP Ammendment CRs	Notes	Cat.	Fiscal Year	Job Type	Job#	S/TIP Status	Responsible Agency	Project Name	Primary Work Type	Phase	Phase Status	Fund Source	Template Name	AC/ACC	ACC Year(s)	Fed Estimated Amount	State Estimated Amount	Local Estimated Amount	Total Estimated Amount	Total Job Cost Incl Non LAP	S/TIP Exempt
		RTF Transit Using FY25 Funding	2026	Multi-Modal	214805	Approved	Bay Area Transportation Authority	Transit Capital	SP1402-fare collection	NI	Programmed	STL	Transit - STP - Rural - Flex			\$74,100	\$18,525	\$0	92,625.00	\$92,625.00	
		RTF	2026	Multi-Modal	214807	Approved	Bay Area Transportation Authority	Transit Capital	SP1101-<30 foot replacement bus with or without lift	NI	Programmed	STL	Transit - STP - Rural - Flex			\$72,200	\$18,050	\$0	90,250.00	\$90,250.00	
		RTF Transit Using FY25 Funding	2026	Multi-Modal	214835	Approved	Bay Area Transportation Authority	Leelanau	SP1402-fare collection	NI	Programmed	STL	Transit - STP - Rural - Flex			\$47,768	\$11,942	\$0	59,710.00	\$59,710.00	
		RTF	2026	Multi-Modal	214836	Approved	Bay Area Transportation Authority	Transit Capital	SP1101-<30 foot replacement bus with or without lift	NI	Programmed	STL	Transit - STP - Rural - Flex			\$48,900	\$12,225	\$0	61,125.00	\$61,125.00	
		RTF Transit Using FY25 Funding	2026	Multi-Modal	215395	Approved	Bay Area Transportation Authority	Cass Rd	1140-Bus Support Equip / Facilities	NI	Suspended	STUL	Transit - STP - Small Urban - Flex			\$46,200	\$11,550	\$0	57,750.00	\$0.00	
CR		RTF	2026	Local	219117	Approved	Grand Traverse County	Cedar Run Rd	Road Capital Preventive Maintenance	CON	Programmed	STL	STP - Rural/Flexible			\$317,200	\$0	\$1,132,800	1,450,000.00	\$1,812,500.00	
		RTF	2027	Local	223714	Approved	Grand Traverse County	Williamsburg Rd	Road Capital Preventive Maintenance	CON	Programmed	EDD	TEDF Category D			\$0	\$225,601	\$0	225,601.00	\$3,500,000.00	
		RTF	2027	Local	223714	Approved	Grand Traverse County	Williamsburg Rd	Road Capital Preventive Maintenance	CON	Programmed	STL	STP - Rural/Flexible	AC	2028	\$663,300	\$0	\$1,234,299	1,897,599.00	\$3,500,000.00	
		RTF	2027	Multi-Modal	223717	Approved	Bay Area Transportation Authority	Transit Capital	SP1101-<30 foot replacement bus with or without lift	NI	Programmed	\$5,311.00	Transit - STP - Rural - Flex			\$73,700	\$18,425	\$0	92,125.00	\$92,125.00	
		RTF	2027	Multi-Modal	223718	Approved	Bay Area Transportation Authority	Leelanau	SP1101-<30 foot replacement bus with or without lift	NI	Programmed	STL	Transit - STP - Rural - Flex			\$50,000	\$12,500	\$0	62,500.00	\$62,500.00	
		RTF	2027	Local	223726	Approved	Leelanau County	Lake Leelanau Dr	Reconstruction	CON	Programmed	STL	STP - Rural/Flexible			\$450,000	\$0	\$100,000	550,000.00	\$550,000.00	
		RTF	2028	Local	223714	Approved	Grand Traverse County	Williamsburg Rd	Road Capital Preventive Maintenance	CON	Programmed	STL	STP - Rural/Flexible	ACC	2028	\$676,800				\$3,500,000.00	
		RTF	2028	Multi-Modal	223719	Approved	Bay Area Transportation Authority	Transit Capital	1110-Bus Rolling Stock	NI	Programmed	\$5,311.00	Transit - STP - Rural - Flex			\$76,000	\$18,000	\$0	94,000.00	\$94,000.00	
		RTF	2028	Multi-Modal	223721	Approved	Bay Area Transportation Authority	1340 Hammond Rd. W	1110-Bus Rolling Stock	NI	Programmed	\$5,311.00	Transit - STP - Rural - Flex			\$51,000	\$12,750	\$0	63,750.00	\$63,750.00	
		RTF	2028	Local	223727	Approved	Leelanau County	Lake Leelanau Dr	Road Rehabilitation	CON	Programmed	STL	STP - Rural/Flexible			\$459,000	\$0	\$100,000	559,000.00	\$559,000.00	
		RTF	2029	Multi-Modal	223722	Approved	Bay Area Transportation Authority	Transit Capital	1110-Bus Rolling Stock	NI	Programmed	\$5,311.00	Transit - STP - Rural - Flex			\$76,800	\$19,200	\$0	96,000.00	\$96,000.00	
		RTF	2029	Multi-Modal	223723	Approved	Bay Area Transportation Authority	1340 Hammond Rd. W	1110-Bus Rolling Stock	NI	Programmed	\$5,311.00	Transit - STP - Rural - Flex			\$52,100	\$13,025	\$0	65,125.00	\$65,125.00	
		TTCI	2026	Local	214091	Approved	Grand Traverse County	3 Mile Rd	Roadside Facilities - Improve	CON	Programmed	TAUL	Transportation Alternatives			\$1,500,000	\$0	\$828,370	2,328,370.00	\$2,627,113.00	
		TTCI	2026	Local	214839	Approved	Leelanau County	Lake Leelanau Dr	Road Capital Preventive Maintenance	CON	Abandoned	STL	STP - Rural/Flexible			\$183,100	\$0	\$45,775	228,875.00	\$0.00	
		TTCI	2026	Local	219888	Approved	Grand Traverse County	Secor Rd	Traffic Safety	CON	Programmed	HSIP	Safety			\$559,271	\$0	\$62,141	621,412.00	\$776,765.00	
		TTCI	2026	Local	220615	Approved	Grand Traverse County	Beitner Rd	Bridge Replacement	CON	Programmed	BRT	STP - Flexible (Bridge)			\$3,520,000	\$0	\$880,000	4,400,000.00	\$5,500,000.00	
		TTCI	2026	Multi-Modal	221554	Approved	Bay Area Transportation Authority	Transit Capital	SP1101-<30 foot replacement bus with or without lift	NI	Programmed	CRSM	Transit - CRP - Small MPO - Flex			\$126,151	\$31,538	\$0	157,689.00	\$157,689.00	
CR		TTCI	2026	Local	223784	Approved	Grand Traverse County	Cass Rd	Road Rehabilitation	CON	Programmed	ST	Stp Flex - Small Mpo			\$46,373	\$0	\$10,283	56,656.00	\$1,477,007.00	
CR		TTCI	2026	Local	223784	Approved	Grand Traverse County	Cass Rd	Road Rehabilitation	CON	Programmed	STUL	STP - Small MPO			\$1,046,995	\$0	\$373,356	1,420,351.00	\$1,477,007.00	
		TTCI	2026	Multi-Modal	224126	Approved	Bay Area Transportation Authority	Transit Capital	SP1101-<30 foot replacement bus with or without lift	NI	Programmed	CRSM	Transit - CRP - Small MPO - Flex			\$128,674	\$32,169	\$0	160,843.00	\$160,843.00	

STIP/TIP List of Projects

TIP Ammendment CRs	Notes	Cat.	Fiscal Year	Job Type	Job#	S/TIP Status	Responsible Agency	Project Name	Primary Work Type	Phase	Phase Status	Fund Source	Template Name	AC/ACC	ACC Year(s)	Fed Estimated Amount	State Estimated Amount	Local Estimated Amount	Total Estimated Amount	Total Job Cost Incl Non LAP	S/TIP Exempt
		TTCI	2026	Local	225291	Approved	Grand Traverse County	3 Mile Rd	New Facilities	CON	Programmed	TAL	Transportation Alternatives			\$3,000,000	\$0	\$2,363,027	5,363,027.00	\$7,016,284.00	
		TTCI	2027	Local	216345	Approved	Leelanau County	Cherry Bend Rd	Reconstruction	CON	Programmed	ST	Stp Flex - Small Mpo			\$48,000	\$0	\$10,644	58,644.00	\$3,569,624.00	
		TTCI	2027	Local	216345	Approved	Leelanau County	Cherry Bend Rd	Reconstruction	CON	Programmed	STUL	STP - Small MPO			\$1,068,000	\$0	\$2,428,930	3,496,930.00	\$3,569,624.00	
		TTCI	2027	Multi-Modal	224133	Approved	Bay Area Transportation Authority	Transit Capital	SP1101-<30 foot replacement bus with or without lift	NI	Programmed	CRSM	Transit - CRP - Small MPO - Flex			\$131,000	\$32,750	\$0	163,750.00	\$163,750.00	
		TTCI	2027	Local	224973	Approved	Leelanau County	Cherry Bend Rd	New Facilities	CON	Programmed	TAL	Transportation Alternatives			\$979,938	\$0	\$257,484	1,237,422.00	\$2,814,154.00	
		TTCI	2027	Local	225465	Approved	Traverse City	S Garfield Ave	Traffic Safety	CON	Programmed	HSIP	Safety			\$623,799	\$0	\$69,311	693,110.00	\$1,040,018.00	
	Pending	TTCI	2027	Local	225466	Pending	Traverse City	Hannah Ave	Traffic Safety	CON	Programmed	HSIP	Safety			\$625,068	\$0	\$69,452	694,520.00	\$868,150.00	
		TTCI	2028	Local	219059	Approved	Traverse City	W 14th St	Road Rehabilitation	CON	Programmed	ST	Stp Flex - Small Mpo			\$49,000	\$0	\$10,866	59,866.00	\$1,722,969.00	
		TTCI	2028	Local	219059	Approved	Traverse City	W 14th St	Road Rehabilitation	CON	Programmed	STUL	STP - Small MPO			\$1,089,000	\$0	\$241,483	1,330,483.00	\$1,722,969.00	
		TTCI	2028	Multi-Modal	224142	Approved	Bay Area Transportation Authority	Transit Capital	SP1101-<30 foot replacement bus with or without lift	NI	Programmed	CRSM	Transit - CRP - Small MPO - Flex			\$134,000	\$33,500	\$0	167,500.00	\$167,500.00	
		TTCI	2029	Local	223792	Approved	Leelanau County	Cherry Bend Rd	Road Rehabilitation	CON	Programmed	ST	Stp Flex - Small Mpo			\$50,000	\$0	\$11,087	61,087.00	\$2,445,603.00	
		TTCI	2029	Local	223792	Approved	Leelanau County	Cherry Bend Rd	Road Rehabilitation	CON	Programmed	STUL	STP - Small MPO			\$1,111,000	\$0	\$796,613	1,907,613.00	\$2,445,603.00	
		TTCI	2029	Multi-Modal	224152	Approved	Bay Area Transportation Authority	Transit Capital	SP1101-<30 foot replacement bus with or without lift	NI	Programmed	\$5,339.00	Transit			\$125,367	\$31,342	\$0	156,709.00	\$156,709.00	
		OTHER BATA	2026	Multi-Modal	224115	Approved	Bay Area Transportation Authority	Transit Capital	SP1101-<30 foot replacement bus with or without lift	NI	Programmed	\$5,339.00	Transit			\$246,420	\$61,605	\$0	308,025.00	\$308,025.00	
		OTHER BATA	2026	Multi-Modal	224117	Approved	Bay Area Transportation Authority	Transit Operating	3000-Operating Assistance	NI	Programmed	\$5,307.00	Transit			\$2,000,000	\$2,000,000	\$0	4,000,000.00	\$4,000,000.00	
		OTHER BATA	2026	Multi-Modal	224123	Approved	Bay Area Transportation Authority	Transit Capital	6460-JARC Projects	NI	Programmed	\$5,311.00	Transit			\$64,455	\$16,114	\$0	80,569.00	\$80,569.00	
		OTHER BATA	2026	Multi-Modal	224124	Approved	Bay Area Transportation Authority	Transit Operating	6460-JARC Projects	NI	Active	\$5,311.00	Transit			\$40,285	\$40,285	\$0	80,570.00	\$80,570.00	
		OTHER BATA	2026	Multi-Modal	224125	Approved	Bay Area Transportation Authority	Transit Operating	6000-Oth Prog Costs	NI	Active	OP11	Transit			\$381,553	\$381,553	\$0	763,106.00	\$381,553.00	
		OTHER BATA	2026	Multi-Modal	224749	Approved	Bay Area Transportation Authority	Transit Operating	3000-Operating Assistance	NI	Programmed	\$5,307.00	Transit			\$135,879	\$135,879	\$0	271,758.00	\$271,758.00	
	Abandoned 3/25/26	OTHER BATA	2026	Multi-Modal	224753	Approved	Bay Area Transportation Authority	Transit Operating	3000-Operating Assistance	NI	Programmed	\$5,307.00	Transit			\$83,519	\$83,519	\$0	167,038.00	\$167,038.00	
	Abandoned 3/25/26	OTHER BATA	2026	Multi-Modal	224754	Approved	Bay Area Transportation Authority	Transit Capital	SP1101-<30 foot replacement bus with or without lift	NI	Programmed	\$5,339.00	Transit			\$125,367	\$31,342	\$0	156,709.00	\$156,709.00	
		OTHER BATA	2026	Multi-Modal	224856	Approved	Bay Area Transportation Authority	Transit Capital	6410-5310 Projects	NI	Programmed	\$5,310.00	Transit			\$76,000	\$19,000	\$0	95,000.00	\$95,000.00	
		OTHER BATA	2026	Multi-Modal	225497	Approved	Bay Area Transportation Authority	Hammond Rd W	SP05-Local Bus Operating	NI	Active	CTF	Transit			\$0	\$4,683,916	\$0	4,683,916.00	\$4,683,916.00	Yes
		OTHER BATA	2027	Multi-Modal	224127	Approved	Bay Area Transportation Authority	Transit Operating	3000-Operating Assistance	NI	Programmed	\$5,307.00	Transit			\$2,000,000	\$2,000,000	\$0	4,000,000.00	\$4,000,000.00	
		OTHER BATA	2027	Multi-Modal	224128	Approved	Bay Area Transportation Authority	Transit Capital	6460-JARC Projects	NI	Programmed	\$5,311.00	Transit			\$64,455	\$16,114	\$0	80,569.00	\$80,569.00	
		OTHER BATA	2027	Multi-Modal	224129	Approved	Bay Area Transportation Authority	Transit Operating	6460-JARC Projects	NI	Programmed	\$5,311.00	Transit			\$40,285	\$40,285	\$0	80,570.00	\$80,570.00	
		OTHER BATA	2027	Multi-Modal	224131	Approved	Bay Area Transportation Authority	Transit Operating	6000-Oth Prog Costs	NI	Programmed	\$5,311.00	Transit			\$256,147	\$256,147	\$0	512,294.00	\$512,294.00	
		OTHER BATA	2027	Multi-Modal	224132	Approved	Bay Area Transportation Authority	Transit Capital	SP1101-<30 foot replacement bus with or without lift	NI	Programmed	\$5,339.00	Transit			\$242,106	\$60,526	\$0	302,632.00	\$302,632.00	
		OTHER BATA	2028	Multi-Modal	224134	Approved	Bay Area Transportation Authority	Transit Operating	3000-Operating Assistance	NI	Programmed	\$5,307.00	Transit			\$2,000,000	\$2,000,000	\$0	4,000,000.00	\$4,000,000.00	

STIP/TIP List of Projects

TIP Ammendment CRs	Notes	Cat.	Fiscal Year	Job Type	Job#	S/TIP Status	Responsible Agency	Project Name	Primary Work Type	Phase	Phase Status	Fund Source	Template Name	AC/ACC	ACC Year(s)	Fed Estimated Amount	State Estimated Amount	Local Estimated Amount	Total Estimated Amount	Total Job Cost Incl Non LAP	S/TIP Exempt
		OTHER BATA	2028	Multi-Modal	224138	Approved	Bay Area Transportation Authority	Transit Capital	6460-JARC Projects	NI	Programmed	\$5,311.00	Transit			\$64,455	\$16,114	\$0	80,569.00	\$80,569.00	
		OTHER BATA	2028	Multi-Modal	224139	Approved	Bay Area Transportation Authority	Transit Operating	6460-JARC Projects	NI	Programmed	\$5,311.00	Transit			\$40,285	\$40,285	\$0	80,570.00	\$80,570.00	
		OTHER BATA	2028	Multi-Modal	224141	Approved	Bay Area Transportation Authority	Transit Operating	6000-Oth Prog Costs	NI	Programmed	\$5,311.00	Transit			\$256,147	\$256,147	\$0	512,294.00	\$512,294.00	
		OTHER BATA	2028	Multi-Modal	224758	Approved	Bay Area Transportation Authority	Transit Capital	SP1101-<30 foot replacement bus with or without lift	NI	Programmed	\$5,339.00	Transit			\$125,367	\$31,342	\$0	156,709.00	\$156,709.00	
		OTHER BATA	2029	Multi-Modal	224143	Approved	Bay Area Transportation Authority	Transit Operating	3000-Operating Assistance	NI	Programmed	\$5,307.00	Transit			\$2,000,000	\$2,000,000	\$0	4,000,000.00	\$4,000,000.00	
		OTHER BATA	2029	Multi-Modal	224144	Approved	Bay Area Transportation Authority	Transit Capital	6460-JARC Projects	NI	Programmed	\$5,311.00	Transit			\$64,455	\$16,114	\$0	80,569.00	\$80,569.00	
		OTHER BATA	2029	Multi-Modal	224146	Approved	Bay Area Transportation Authority	Transit Operating	6460-JARC Projects	NI	Programmed	\$5,311.00	Transit			\$40,285	\$40,285	\$0	80,570.00	\$80,570.00	
		OTHER BATA	2029	Multi-Modal	224148	Approved	Bay Area Transportation Authority	Transit Operating	6000-Oth Prog Costs	NI	Programmed	\$5,311.00	Transit			\$256,147	\$256,147	\$0	512,294.00	\$512,294.00	
		OTHER BATA	2029	Multi-Modal	224154	Approved	Bay Area Transportation Authority	Transit Capital	SP1101-<30 foot replacement bus with or without lift	NI	Programmed	CRSM	Transit - CRP - Small MPO - Flex			\$137,000	\$34,250	\$0	171,250.00	\$171,250.00	
		MDOT	2026	Trunkline	210775	Approved	MDOT	US-31	Minor Widening	CON	Abandoned	NHFP	Operations			\$1,590,165	\$352,614	\$0	1,942,779.00	\$137,334.15	
		MDOT	2026	Trunkline	214656	Approved	MDOT	US-31	Minor Widening	PE	Active	M	Operations			\$0	\$33,000	\$0	33,000.00	\$814,251.00	Yes
		MDOT	2026	Trunkline	214656	Approved	MDOT	US-31	Minor Widening	ROW	Programmed	NHFP	Operations			\$8,185	\$1,815	\$0	10,000.00	\$814,251.00	
		MDOT	2026	Trunkline	220411	Approved	MDOT	M-72	Minor Widening	PE	Active	HSIP	Traffic And Safety -			\$136,733	\$15,193	\$0	151,926.00	\$1,477,975.00	
		MDOT	2026	Trunkline	220411	Approved	MDOT	M-72	Minor Widening	ROW	Programmed	HSIP	Traffic And Safety -			\$9,000	\$1,000	\$0	10,000.00	\$1,477,975.00	
		MDOT	2026	Trunkline	225106	Approved	MDOT	US-31	Road Capital Preventive Maintenance	PE	Programmed	ST	Road - Capital Preventive Maintenance			\$43,381	\$9,620	\$0	53,001.00	\$2,013,000.00	
		MDOT	2026	Trunkline	225108	Approved	MDOT	M-37	Road Capital Preventive Maintenance	PE	Programmed	ST	Road - Capital Preventive Maintenance			\$4,093	\$908	\$0	5,001.00	\$626,000.00	
		MDOT	2026	Local	226416	Approved	Region Wide	Various Locations	Bridge Miscellaneous	OPS	Programmed	ST	STP - Rural/Flexible			\$95,355	\$0	\$21,145	116,500.00	\$116,500.00	
	Pending	MDOT	2026	Trunkline	226439	Pending	MDOT	Various Locations- Traverse City TSC	Road Capital Preventive Maintenance	PE	Programmed	ST	Road - Capital Preventive Maintenance			\$0	\$0	\$0	0	\$1,000,000.00	
	Pending	MDOT	2026	Trunkline	226439	Pending	MDOT	Various Locations- Traverse City TSC	Road Capital Preventive Maintenance	CON	Programmed	ST	Road - Capital Preventive Maintenance			\$0	\$0	\$0	0	\$1,000,000.00	
		MDOT	2027	Trunkline	220411	Approved	MDOT	M-72	Minor Widening	CON	Programmed	HSIP	Traffic And Safety -			\$1,184,444	\$131,605	\$0	1,316,049.00	\$1,477,975.00	
	Pending	MDOT	2027	Trunkline	226398	Pending	MDOT	Regionwide	Traffic Safety	PE	Programmed	HSIP	Traffic And Safety - Pavement Markings			\$2,250	\$250	\$0	2,500.00	\$3,860,000.00	
	Pending	MDOT	2027	Trunkline	226398	Pending	MDOT	Regionwide	Traffic Safety	CON	Programmed	HSIP_VRU	Traffic And Safety - Pavement Markings			\$432,000	\$48,000	\$0	480,000.00	\$3,860,000.00	
		MDOT	2028	Trunkline	214656	Approved	MDOT	US-31	Minor Widening	CON	Programmed	NHFP	Operations			\$417,640	\$92,611	\$0	510,251.00	\$814,251.00	
		MDOT	2028	Trunkline	225106	Approved	MDOT	US-31	Road Capital Preventive Maintenance	CON	Programmed	ST	Road - Capital Preventive Maintenance			\$1,604,261	\$355,741	\$0	1,960,002.00	\$2,013,000.00	
		MDOT	2028	Trunkline	225108	Approved	MDOT	M-37	Road Capital Preventive Maintenance	CON	Programmed	ST	Road - Capital Preventive Maintenance			\$508,289	\$112,712	\$0	621,001.00	\$626,000.00	
		MDOT	2029	Trunkline	213968	Approved	MDOT	Old 55	Traffic Safety	CON	Programmed	STG	Traffic And Safety -			\$28,750	\$0	\$0	28,750.00	\$76,500.00	
		MDOT	2029	Trunkline	214786	Approved	MDOT	M-72	Reconstruction	CON	Suspended	NH	Road - Rehabilitation			\$3,233,075	\$716,925	\$0	3,950,000.00	\$300,000.00	

Michigan Department of Transportation
1799 (11/2024)

RURAL TASK FORCE DATA SHEET ROAD JOB

(To be completed by each county or city for every job submitted to the Task Force)

ALL ITEMS MUST BE COMPLETED

JOB REQUEST

NEW JOB <input type="checkbox"/> OR JOB CHANGE <input checked="" type="checkbox"/>	JOB NUMBER 219117	CHANGE TYPE <input type="checkbox"/> FY <input type="checkbox"/> COST <input checked="" type="checkbox"/> SCOPE <input type="checkbox"/> DELETE <input type="checkbox"/> MOVE TO ILLUSTRATIVE
FISCAL YEAR 2026	COUNTY Grand Traverse County	CITY / VILLAGE (If applicable)

ROAD JOB DESCRIPTION

ROAD NAME FROM NFC MAP (http://mcgi.state.mi.us/nfc) Cedar Run Road	NFC FUNCTIONAL CLASSIFICATION 5 MAJOR Collector	LENGTH (Miles) 3.58
FROM 125' East of Benzie county line	TO 650' West of Barney Rd	
PHYSICAL REFERENCE (PR) NUMBER: <u>3100051</u> BEGINNING MILE: <u>0.525</u> ENDING MILE: <u>4.079</u> OR MAP ATTACHED: <input type="checkbox"/>		

CONTRACT PROCESS: MDOT Let	CONTRACT TYPE: Design-Bid-Build
ALL SEASON ROAD STATUS <input type="checkbox"/> PROPOSED ALL SEASON <input type="checkbox"/> ALL SEASON NETWORK <input checked="" type="checkbox"/> N/A (NO STATE "D" FUNDING ON JOB)	
https://mdot.maps.arcgis.com/apps/webappviewer/index.html?id=ac067829f74e49eba28b33605ccd87c0	

ANTICIPATED LETTING DATE (Month/Year) 06/2026	ELEMENTS NEEDING COMMITTEE APPROVAL <input type="checkbox"/> GRAVEL ROAD <input type="checkbox"/> SIDEWALK <input checked="" type="checkbox"/> N/A
--	---

MAJOR WORK TYPE: One Course Asphalt Overlay (GPA)

JOB BUDGET CONSTRUCTION PHASE ONLY: (Not to include ROW, feasibility studies, design, or testing.)	ADDITIONAL JOB INFORMATION
1) STP \$ <u>317,200.00</u>	Request is to revise project begin termini (From) to 125' East of Benzie county line (125' change)
2) STP CE (RTF 1 ONLY) \$ _____	
3) LOCAL MATCH \$ <u>1,642,041.80</u>	Request also amends Job Budget to coincide with final estimate.
4) ACC FY \$ _____	
5) TOTAL PARTICIPATING STP BUDGET (Line 1-4) \$ <u>1,959,241.80</u>	
6) TEDF "D" AMOUNT: \$ _____	
7) OTHER PARTICIPATING AMOUNT: (CMAQ, BRIDGE, EARMARKS) \$ _____	
8) NON-LAP PARTICIPATING	
a) CE \$ _____	
b) PE \$ _____	
c) Other \$ _____	
9) NON-PARTICIPATING AMOUNT: GRANTS, LOCAL UTILITIES, ETC. \$ _____	
TOTAL JOB COST: \$ <u>1,959,241.80</u>	
JOB COST INCLUDING NON-LAP: \$ <u>1,959,241.80</u>	

By checking this box, the person completing this form certifies that the job identified in this document is eligible to be funded with federal Surface Transportation Program (STP) or state Transportation Economic Development Fund Category D funds.

SUBMITTED BY (Please print) Chris Elliott	TITLE Interim Engineering Manager	DATE 03/05/2026
SIGNATURE Digitally signed by Chris Elliott Date: 2026.03.11 15:29:12-04'00'		PHONE NUMBER (231) 922-4849

[TTCI Policy Board](#)

April 15, 2026

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
2606 (06/2025)

**MDOT SMALL URBAN PROGRAM
ROAD PROJECT APPLICATION**

ALL FIELDS MUST BE COMPLETED

JOB REQUEST

<input type="radio"/> New Job or <input checked="" type="radio"/> Job Change	Job Number 223784	Change Type <input type="radio"/> FY <input type="radio"/> Cost <input checked="" type="radio"/> Scope <input type="radio"/> Delete <input type="radio"/> Move Illustrative
--	----------------------	---

REQUESTING AGENCY INFORMATION

Agency Name Grand Traverse County Road Commission	Contact Person Chris Elliott	Telephone Number (231) 922-4849
Street Address 1881 LaFranier Rd	City/Zip Code 49696	E-Mail Address CElliott@gtrc.org

PROJECT INFORMATION

Small Urban Area TTCI	Small Urban Area Priority	Year of Improvement 2026	Length (Miles) 1.21
Road Name Cass Rd	Work Type Code 164 - Asphalt Reconstruction		
Project Limits/Location Hartman Rd northerly to S. Airport Rd			
Description Crush and shape reconstruction of existing 2-lane HMA roadway to 3-lane (2-lane with center-left turn lane) HMA roadway.			

Is The Road Segment/Project Federal-Aid Eligible? Yes No

Is Sidewalk Work to Be Included in the Participating Costs? Yes No

Is Right-Of-Way/Land Acquisition Required? Yes No
If Yes, Please Explain: Grading Easements to tie existing driveways into new roads.

Does The Road Have Truck Restrictions? Yes No
If Yes, Please Explain: _____

COST INFORMATION

Include participating in construction costs and non-participating costs, such as charges related to feasibility studies, design, testing, preliminary engineering, construction engineering, or right-of-way acquisition.

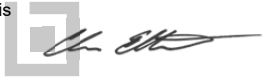
STP–Urban Requested (Federal Participating)	1,046,995.00
Local Match (Local Participating)	1,191,847.20
Non-Participating Costs	_____
Other (Describe: <u>STP Flex</u>)	46,373.00
PARTICIPATING CONSTRUCTION CAPITAL TOTAL	2,285,215.20

Advance Construct (AC) Year: _____ Amount: _____
 Advance Construct Conversion (ACC) Year: _____ Amount: _____

Local Financial Assurance - this indicates the local government has sufficient funds the local match amounts listed here.

OTHER COMMENTS

TTCI TIP amendment request to revise project funding, and overall project length.

SUBMITTED BY	TITLE	DATE
Digitally signed by Chris Elliott Date: 2026.03.13 14:01:37-04'00'  Chris Elliott	Interim Engineering Manager	11/20/2025

Job #: 225466 - Approved CR #1

Major CS: 28000

Major Route: Hannah Ave

Project Manager: Pethers Jackie

General Info

Job Type

Local

Job Status

Programmed

Major Route (Report)

Hannah Ave

MPO Program Manager

Gierman Maxwell

Rural Program Manager

N/A

Total Job Cost

\$694,520

Total Job Cost (Incl. Non LAP Funds)

\$868,150

Risk Based Project Involvement (RBPI)

No

Roundabout/Road Diet

Not Applicable

MDOT Environmental Justice (EJ) Priority Area

No Data

Work Type

Category

Traffic Safety

Sub-category

Traffic Safety

Major Work Type

112 - Traffic Signals

Federal Improvement Type

Safety

System Engineering Analysis Required?

No

Contract Information and Dates

Contracting Process

MDOT Let

Contracting Method

Design-Bid-Build

Contract Indicator

Not Applicable

CON Phase Recommended Fiscal Year Obligation

2027

CON Phase Recommended Fiscal Year Obligation Quarter

Third Quarter (April- June)

Scheduled Let Date

06/04/2027

Scheduled Plan Completion Date

03/04/2027

Location Description

Region

North

TSC (where work is located)

Traverse City

TSC (administering work)

Traverse City TSC

Responsible Jurisdiction

Agency Type

Municipality

Agency Name

Traverse City

Construction Length (miles)

0.385

Location (Report)

Hannah St at Garfield Ave and Hannah St at Woodmere St

Location (Detailed)

1. Hannah St at Garfield Ave 2. Hannah St at Woodmere St

Work Description

Work (Report)

Traffic signal modernization

Work (Detailed)

Traffic signal modernization, countdown pedestrian signals, sidewalk ramp upgrades, crosswalk pavement markings

Job #: 226439 - Approved CR #0

Major CS: 57023

Major Route: M-55

Project Manager: Neerken Ian

General Info

Job Type

Trunkline

Job Status

Programmed

Major Route (Report)

Various Locations-Traverse City TSC

Total Job Cost

\$1,000,000

Risk Based Project Involvement (RBPI)

No

MDOT Environmental Justice (EJ) Priority Area

Yes

Work Type

Category

Road

Sub-category

Road Capital Preventive Maintenance

Major Work Type

456 - Asphalt Crack Treatment

Fix Life [Range: 1-3]

3

Federal Improvement Type

4R Maintenance Restoration/Rehabilitation

Contract Information and Dates

Contracting Process

MDOT Let

Contracting Method

Design-Bid-Build

Contract Indicator

Not Applicable

Scheduled Let Date

06/05/2026

Scheduled Plan Completion Date

03/27/2026

Location Description

Region

North

TSC (where work is located)

Traverse City

[TTCI Policy Board](#)

April 15, 2026

17

Entity (administering work)

Traverse City TSC

Location (Report)

Various Locations -Traverse City TSC

Construction Length (miles)

81.487

Location (Detailed)

Various Locations -Traverse City TSC

Work Description

Work (Report)

HMA crack treatment

Work (Detailed)

HMA crack treatment and overband crack seal.

Job Objective

Job Objective

HMA crack treatment and overband crack seal to preserve asphalt pavement conditions.

Job #: 226398 - Approved CR #0

Major CS: 69023

Major Route: M-32

Project Manager: Bramble Mary

General Info

Job Type

Trunkline

Job Status

Programmed

Major Route (Report)

Regionwide

Total Job Cost

\$3,860,000

Risk Based Project Involvement (RBPI)

No

Roundabout/Road Diet

Not Applicable

MDOT Environmental Justice (EJ) Priority Area

Yes

Work Type

Category

Traffic Safety

Sub-category

Traffic Safety

Major Work Type

111 - Pavement Marking

Federal Improvement Type

Safety

Contract Information and Dates

Contracting Process

MDOT Let

Contracting Method

Design-Bid-Build

Contract Indicator

Not Applicable

Scheduled Let Date

04/02/2027

Scheduled Plan Completion Date

01/22/2027

Location Description

Region

North

TSC (where work is located)

Gaylord

[TTCI Policy Board](#)

April 15, 2026

Entity (administering work)

Gaylord TSC

Location (Report)

All trunkline routes in North Region

Construction Length (miles)

0.978

Location (Detailed)

All trunkline routes in North Region

Work Description

Work (Report)

Application of permanent pavement markings on trunklines in North Region

Work (Detailed)

Application of permanent pavement markings on trunklines in North Region PE Phase from date project is obligated thru 05/03/27 CON Phase 03/02/27-11/30/27



Date: March 31st, 2026

To: Barry Hicks Community & Transportation Program Manager - Networks Northwest

From: Shaughn Handley – Procurement & Grants Management Specialist – BATA

Subject: Memo – Change Request to Job Number 224117 – Section 5307 Operating

Barry,

The Bay Area Transportation Authority (BATA) needs to make a Cost change to Job Number 224117 for Fiscal Year 2026 Section 5307 Operating funding.

The apportionments for Fiscal Year 2026 were released today (3/31/2026), hence the late add to the agenda for the April technical and policy meetings for Traverse Transportation Coordinating Initiative.

The 1481 form for this job has been updated to reflect the funding amount specific to BATA that is shown in the full year apportionment table released on the United States Department of Transportation website. This is an increase of funding from the previous estimate for this job of \$4,000,000 total in Federal & State funding to what was released today in the FY26 Section 5307 apportionment, totaling \$5,209,318 in Federal and State funding.

This is Section 5307 formula funding, and this is used to cover BATA's daily operations for items such as fuel, utilities, and driver wages.

Regards,

Shaughn Handley

Procurement and Grants Management Specialist

Bay Area Transportation Authority

231-778-1026

handleys@bata.net

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 224117	JOB NUMBER 224117
FISCAL YEAR 2026		COUNTY Grand Traverse	CHANGE TYPE <input type="checkbox"/> FY <input checked="" type="checkbox"/> COST <input type="checkbox"/> SCOPE <input type="checkbox"/> SUSPENDED <input type="checkbox"/> ABANDONED
AGENCY ADDRESS 1340 Hammond Rd. W		TRANSIT AGENCY - LEGAL NAME Bay Area Transportation Authority	CITY Traverse City
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: No

TRANSIT PROJECT DESCRIPTION

PHASE FINANCIAL SYSTEM 5307 - CTF Urbanized Formula	DESCRIPTION OF OTHER FUNDING TYPE
--	-----------------------------------

DESCRIPTION	FEDERAL	STATE	LOCAL	TOTAL	SCOPE CODE/SP CODE
Operating	\$2,604,659	\$2,604,659	\$0	\$5,209,318	3000 - Operating Assistance

WORK DESCRIPTION
FY26 Section 5307 Apportionment and is matched with FY26 State CTF funds.

Select an Item				\$0	Select an Item
----------------	--	--	--	-----	----------------

WORK DESCRIPTION

Select an Item				\$0	Select an Item
----------------	--	--	--	-----	----------------

WORK DESCRIPTION

Select an Item				\$0	Select an Item
----------------	--	--	--	-----	----------------

WORK DESCRIPTION

Select an Item				\$0	Select an Item
----------------	--	--	--	-----	----------------

WORK DESCRIPTION

GRAND TOTAL	<i>\$5,209,318</i>				
--------------------	--------------------	--	--	--	--

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 Transit Operating
--	-------------------------------

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 Alex Simonetti	ATTACHMENTS: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (Must attach MDOT Form 1481)
--	--

1) FEDERAL: _____ \$2,604,659	SUBTOTAL: _____ \$5,209,318
2) STATE: _____ \$2,604,659	4) Other Local Funding (<i>Not part of match</i>): _____
3) LOCAL (<i>Part of match</i>): _____ \$0	TOTAL JOB COST: _____ \$5,209,318

SUBMITTED BY (<i>Please print</i>) Chris Davis <i>TTCI Policy Board</i>	TITLE Interim Executive Director <i>April 15, 2026</i>	DATE 03/31/2026 22
--	---	--

SIGNATURE <i>Chris Davis</i>	PHONE NUMBER 313 778 1876
---------------------------------	------------------------------



Memorandum

DATE: April 8, 2026

TO: Traverse Transportation Coordinating Initiative Policy Board

FROM: Barry Hicks, AICP, MPO Program Manager

SUBJECT: FY27 Unified Work Program

The FY 2027 Unified Work Program (UWP) builds upon TTCI’s initial year of operations as a Metropolitan Planning Organization (MPO) and reflects a transition from program establishment to ongoing implementation and refinement. The updated UWP maintains compliance with federal and state requirements while aligning TTCI’s planning activities with available resources, regional priorities, and the development of the next Metropolitan Transportation Plan (MTP).

The following summarizes the key updates from the FY 2026 UWP to the FY 2027 UWP.

Summary of Updates

1. Refinement of Long-Range Planning Approach

The FY 2027 UWP refines TTCI’s long-range planning strategy to focus on targeted planning areas rather than the development of multiple standalone sub-plans. Planning efforts will concentrate on Complete Networks, Economic Vitality, and Safety, which reflect regional priorities and provide a practical framework for advancing data collection, analysis, and coordination activities in preparation for the FY 2030 MTP.

Elements previously identified as separate planning efforts, such as congestion management and resilience, have been incorporated into broader planning activities where appropriate. This approach allows TTCI to maintain flexibility while advancing meaningful planning work within existing capacity.

2. MDOT Planning Emphasis Areas

The FY 2027 UWP reflects continued alignment with MDOT and federal Planning Emphasis Areas (PEAs), which help guide MPO planning priorities. Updates to the UWP incorporate a more focused approach to areas such as safety, system performance, and multimodal accessibility, while integrating considerations such as tourism-related travel demand and evolving development patterns.

3. Transition to Ongoing MPO Operations

Language throughout the UWP has been updated to reflect TTCI’s transition from initial MPO establishment to ongoing operations. Core planning processes—including coordination with partner agencies, public engagement, and policy development—have been established and will continue to be refined as TTCI advances its programs.

This shift better reflects TTCI’s current role as an operational MPO and emphasizes continuous improvement rather than initial program development.

4. Travel Demand Model (TDM) Advancement

The FY 2027 UWP acknowledges the completion of the Travel Demand Model in FY 2025, developed in coordination with MDOT. Moving forward, TTCI's role will focus on monitoring, maintaining, and applying the model to support planning analysis, system evaluation, and future decision-making.

5. Enhanced Data Collection and Safety Analysis

The updated UWP places increased emphasis on GIS-based data collection and analysis to support planning and project development. This includes the integration of crash data provided by the Michigan State Police, along with coordination with local agencies to validate and better understand safety conditions within the planning area.

These efforts will support more data-driven decision-making and are anticipated to inform future project prioritization and updates to Transportation Improvement Program (TIP) criteria.

6. Consideration of Seasonal Travel Patterns

Recognizing the unique characteristics of the region, the FY 2027 UWP incorporates analysis of seasonal tourism and fluctuating population patterns. These factors can significantly influence travel demand, congestion, and overall system performance and will be considered as part of broader planning and data analysis efforts.

7. Asset Management Program Updates

The Asset Management Program is now reflected as an established and ongoing regional effort coordinated through Networks Northwest in partnership with MDOT and local agencies. The UWP has been updated to emphasize continued coordination, data collection, and refinement of processes rather than initial program development.

The FY 2027 UWP represents a natural progression in TTCI's development as an MPO. The document focuses on refining existing processes, strengthening data-driven planning efforts, and aligning work activities with regional priorities and available resources. These updates position TTCI to effectively support future planning efforts.

Staff will continue to coordinate with MDOT and regional partners and will incorporate any additional feedback received prior to final adoption.

Action Requested:

Recommend that the TTCI Policy Board adopt the FY 2027 Unified Work Program (UWP), with authorization for staff to make minor modifications as needed based on MDOT review and feedback prior to final submission.

Attached: FY27 Unified Work Program

Traverse Transportation Coordinating Initiative (TTCI)
Metropolitan Planning Organization

Unified Work Program Fiscal Year 2027

Approved by the TTCI Policy Board on **Month XX**th, 2026

Prepared by Networks Northwest
Community Development Department
as
Professional Staff
to the
Traverse Transportation
Coordinating Initiative (TTCI)

Traverse Transportation
Coordinating Initiative (TTCI)
600 E. Front St., Suite 205
Traverse City, MI 49685
Phone: 231-929-5000



TTCI

*Traverse Transportation
Coordinating Initiative*

Resolution Approving the Traverse Transportation Coordinating Initiative Fiscal Year 2027 Unified Work Program

WHEREAS, the Traverse Transportation Coordinating Initiative (TTCI) is the organization which has requested designation by the Governor, as being responsible together with the State for carrying out the provisions of 23 U.S.C. 134 (Federal Aid Planning Requirements); and

WHEREAS, the TTCI is responsible for overseeing the metropolitan transportation planning process making related decisions in the Traverse City-Garfield urbanized area; and

WHEREAS, the metropolitan transportation planning process for the Traverse City-Garfield urbanized area has been certified according to the requirements of 23 CFR 450.336; and

WHEREAS, the development of this initial UWP for the TTCI is based upon the input of Federal and State Transportation Agency Staff; and

WHEREAS, modifications for inclusion of necessary information as outlined by those agency staff may occur; and

WHEREAS, all proposed modifications will be provided to the TTCI Policy Board membership;

NOW THEREFORE BE IT RESOLVED, that the TTCI Policy Board adopts the Unified Work Program for fiscal year 2027, with any modifications to the document brought to the Board at the appropriate time.

This resolution adopted at a meeting of the TTCI Policy Board at their regular meeting scheduled on **Month XX**th, 2026.

Brendan Mullane, Chair
Traverse Transportation Coordinating Initiative

XX/XX/2026

Date

Page left intentionally blank

Table of Contents

Disclaimer	5
Introduction	6
History of TTCI.....	6
Geography	6
MPO Structure.....	9
Program Staffing and Funding	12
Staffing	12
Budget Narrative	13
MPA Transportation Issues	16
Road Issues	16
Transit Issues.....	16
Non-Motorized Issues	16
Air Quality	18
MPO Transportation Planning, Data Collection and Coordination	20
Transportation Emphasis and Planning Areas	20
Data Review, Collection & Management, Program Education and Information Dissemination.....	21
Task 1.0 Administration	27
Communication, Meeting Coordination, Financial Management Tasks	27
Policy and Process Scoping Tasks	27
Community Engagement, Public Input and Outreach Tasks:.....	27
Broad Community Benefit.....	28
Task 1.0 Processes and Deliverables:	28
Task 2.0 Data Collection & Processes	29
Communication, Coordination and Policy.....	29
Data Collection and Management Specifics.....	29
Task 2.0 Processes and Deliverables	31
Task 3.0 Asset Management	33
Communication and Policy.....	33
Asset Management	33
Tasks	33
Task 3.0 Processes and Deliverables	36
Task 4.0 Short Range Planning	37
Policy	37
Unified Work Program	37
MPO Policy Board and Technical Committee Engagement.....	37
Community Engagement.....	38
GIS Data Collection and Modeling	38
Regional Coordination and Joint Planning.....	38
Task 4.0 Processes and Deliverables	39
Task 5.0 Transportation Improvement Program	41
Policy	41
Coordination	41
Road Agency and Transit Agency Engagement	41
Policy Board and Technical Committee Engagement	42
Data integration and Public Input.....	42
TIP Updates and Continued Development.....	42
Task 5.0 Processes and Deliverables	43
Task 6.0 Long-Term Planning	45
Policy	45
Coordination	45
Policy Board and Technical Committee Engagement	46
Data integration and Public Input.....	46
Coordinated Planning Activities.....	46
Metropolitan Transportation Plan Development	47
Additional Planning Processes	47
Task 6.0 Processes and Deliverables	49

Disclaimer

This Unified Work Program was prepared by the Traverse Transportation Coordinating Initiative (TTCI) in cooperation with the Michigan Department of Transportation (MDOT), Bay Area Transportation Authority (BATA), Grand Traverse County Road Commission, Leelanau County Road Commission and local units of government including:

- ◇ Grand Traverse County
- ◇ Leelanau County
- ◇ City of Traverse City
- ◇ Acme Township
- ◇ Bingham Township
- ◇ Blair Township
- ◇ Charter Township of East Bay
- ◇ Charter Township of Elmwood
- ◇ Charter Township of Garfield
- ◇ Green Lake Township
- ◇ Charter Township of Long Lake
- ◇ Peninsula Township

Preparation of this document was financed in part by funds from the United States Department of Transportation, the Michigan Department of Transportation, Bay Area Transportation Authority, Grand Traverse County Road Commission, Leelanau County Road Commission, Grand Traverse County, City of Traverse City, Charter Township of East Bay, Charter Township of Elmwood, Charter Township of Garfield and Acme Township. The opinions, findings and conclusions in this document are that of the Authors (Networks Northwest Staff and Advisors) and not necessarily those of the aforementioned entities, and or their respective governing bodies. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation. This document has been prepared in accordance with the rules/guidelines of the Metropolitan Planning Program, Section 104(f) of Title 23, U.S. Code. Arrangements have been made for the required financial and compliance audit, and the audit was conducted within the prescribed audit reporting cycle.

[TTCI Website](#)

Introduction

The Greater Grand Traverse Area has been actively coordinating for transportation planning for over thirty years. This established effort to work cohesively has served the area well as relationships have been forged and communication channels between transportation and transit agencies and local units of government have been maintained. Transportation planning and coordination amongst agencies and local units of government is integral to the success of any region or place. Vehicular and transit movement is not dictated by governmental boundaries and a person's place of work is often not located in their place of residence. The impacts of commuting coupled with our influx of seasonal population have greatly impacted the movement of people and goods around the Greater Traverse Area, which is anecdotally supported through conversations with residents and visitors and is also supported objectively through data from the US Census Bureau and Cell Phone GPS "pings".

History of TTCI

Coordinated discussions concerning transportation issues were initiated in 1988 through formation of the "Grand Traverse Area Transportation Task Force" by the Grand Traverse County Commission and Grand Traverse County Road Commission. The Task Force was organized to investigate the long-standing issue of a by-pass/belt-line around Traverse City.

Overtime the Board broadened its scope to include all real and potential transportation projects and processes, and how implementation would affect regional transportation. The Michigan Department of Transportation, in 1990 believed that the Greater Traverse Area would be close to qualifying for an urbanized area designation as outlined by the US Census Bureau. This was the driver for the formation of the Traverse City Transportation and Land Use Study (TC-TALUS), which was

pitched by MDOT to the Task Force.

TC-TALUS served in the role of coordinating entity for transportation discussions for the Greater Traverse Area. In 2015 in an effort to reinvent the coordination, it was suggested by the Board to consider a name change. Criteria brought forth included: (1) eliminating "land use" and "study"; and (2) a name to better represent the role of the program. Unanimously approved by the Board, the name was changed to the Traverse Transportation Coordinating Initiative (TTCI) in March of 2016. TTCI has been operating since this time with a directive to more effectively serve the region by focusing on transportation implementation efforts, providing resources for local communities and transportation agencies, while maintaining the coordination of agencies and local units of government.

Geography

Census Urbanized Area

Upon the completion of the 2020 census; in late December of 2022, the US Census Bureau released the revised listing of urbanized areas. With a population of 56,890, the Traverse City/Garfield Urbanized Area was defined by the US Census Bureau (see map 1). The defined urbanized area in order to be established must meet the criteria of a population threshold of 50,000. Having met this threshold, the Census defined statistical area must now comply with requirements for the formation of a Metropolitan Planning Organization (MPO) which is federally mandated for local representation for transportation planning coordination and decision making.

Map 1: Metropolitan Planning Area (MPA)

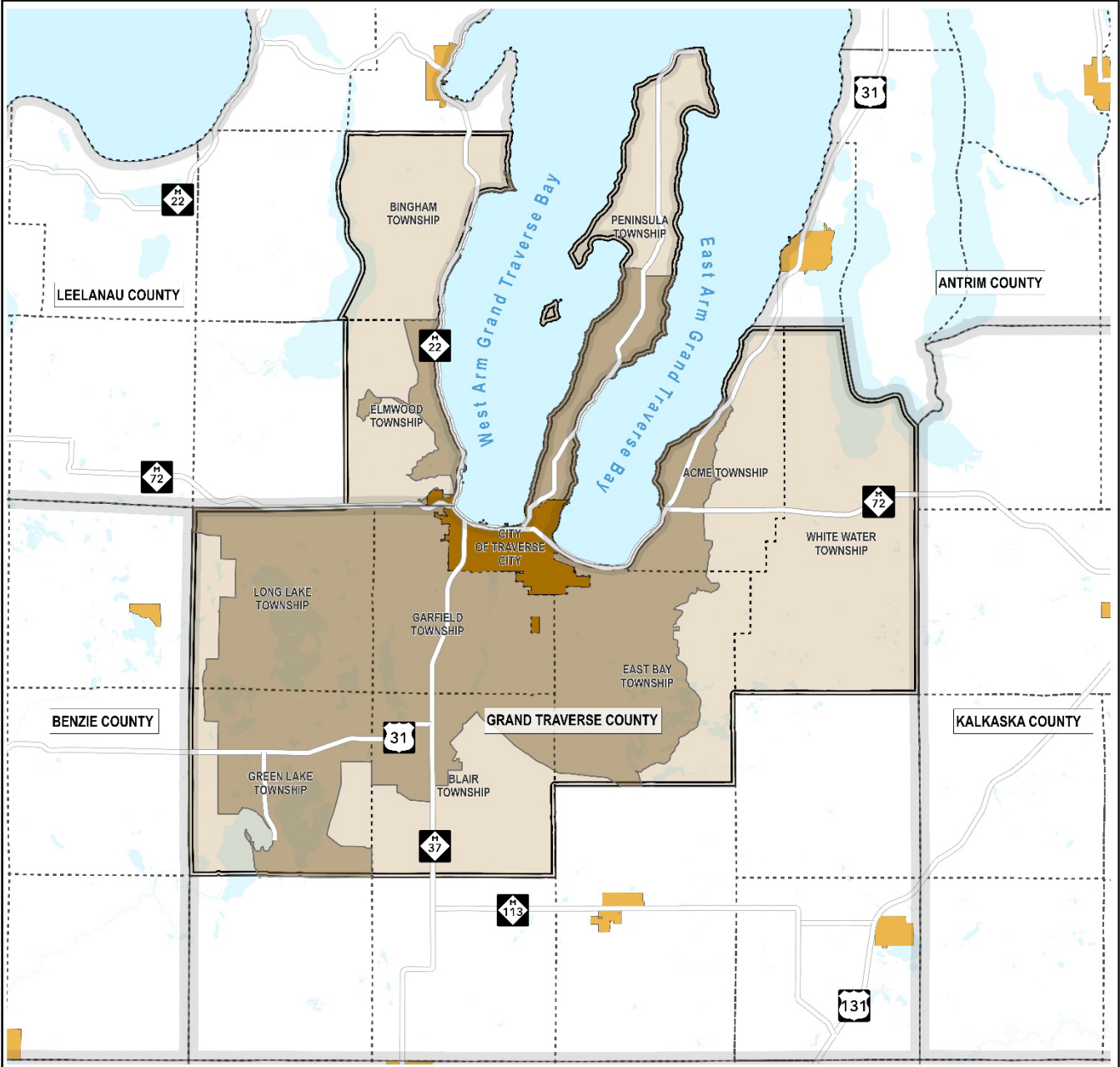
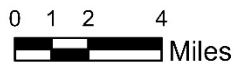


TRAVERSE TRANSPORTATION COORDINATING INITIATIVE (TTCI) MPO JURISDICTION BOUNDARY



LEGEND

- City
- Villages
- Urbanized Area Boundary
- TTCI MPO Boundary
- Township Boundary
- County Boundary



MPA Boundaries

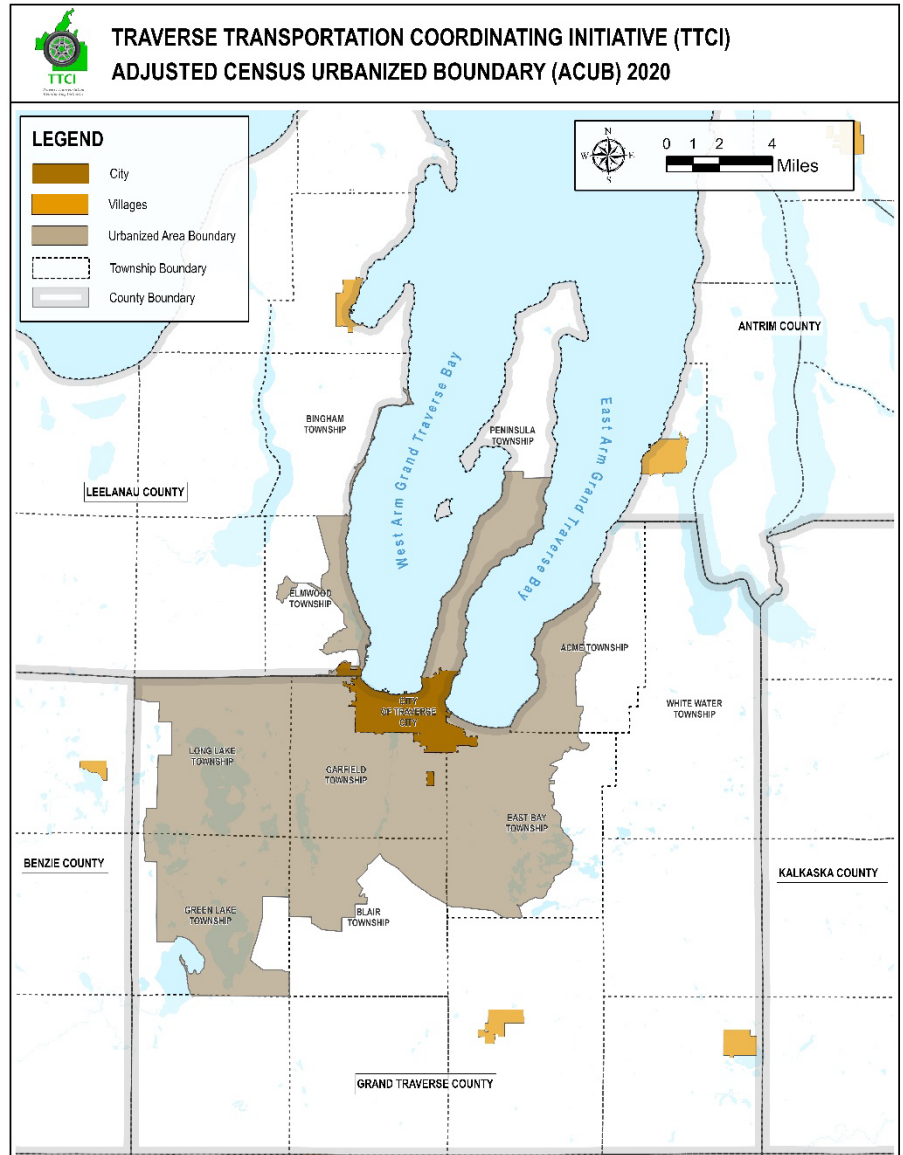
The Metropolitan Planning Area (MPA) is the geographic area determined by agreement between the MPO and the Governor. The area is where the transportation planning process is carried out and must contain at a minimum the defined urbanized area, but also must consider contiguous geographic area that is likely to become urbanized within the next 20 years. The MPA is displayed on Map 1. *MPA Communities:*

- ◇ City of Traverse City
- ◇ Acme Township
- ◇ Bingham Township
- ◇ Blair Township
- ◇ Charter Township of East Bay
- ◇ Charter Township of Elmwood
- ◇ Charter Township of Garfield
- ◇ Green Lake Township
- ◇ Charter Township of Long Lake
- ◇ Peninsula Township
- ◇ Whitewater Township

Planning Staff will also provide support to the following local units of government which may reach urbanized area designation forecasted out a bit further to 30 years.

- ◇ Paradise Township
- ◇ Village of Kingsley
- ◇ Almira Township
- ◇ Village of Lake Ann
- ◇ Suttons Bay Township
- ◇ Village of Suttons Bay

Map 2: Census Urbanized Area



MPO TTCI Structure

Policy Board Structure

Federal Statute outlines necessary composition of Policy Boards for MPO's as census urbanized areas of 50,000 - 200,000 or more residents. The Policy Board is open to membership from local governments, transportation agencies, transit providers, and other stakeholders within the metropolitan area and reflects the diversity of interests and communities within the region.

Transportation Agency Representation:

Our local Transportation Agencies serve in the capacity as voting members of the TTCI MPO Policy Board as experts in the field of transportation. These include:

- ◇ Grand Traverse County Road Commission
- ◇ Leelanau County Road Commission
- ◇ The City of Traverse City
- ◇ Bay Area Transportation Authority (BATA)

Local Unit of Government Representation:

The following local units of government contained within the Metropolitan Planning Area are members of the TTCI MPO Policy Board as experts of their local unit of government:

- ◇ Acme Township
- ◇ Bingham Township
- ◇ Blair Township
- ◇ Charter Township of East Bay
- ◇ Charter Township of Elmwood
- ◇ Charter Township of Garfield
- ◇ Charter Township of Long Lake
- ◇ Grand Traverse County
- ◇ Green Lake Township
- ◇ Leelanau County
- ◇ Peninsula Township

Governance

1. Participating transportation agencies and local units of government pay annual dues for membership and representation.
2. The board establishes clear decision-making processes, including voting procedures and conflict resolution mechanisms. Transparent decision-making ensures that all stakeholders have an opportunity to participate and voice their opinions.
3. The board develops and adopts long-term transportation plans and policies that reflect the region's transportation needs and priorities.
4. The board engages with the public and stakeholders to gather input on transportation issues, projects, and policies.
5. The board develops transportation policies and guidelines to guide project selection, design, and implementation.
6. The board monitors the performance of transportation projects and programs to assess their effectiveness in achieving regional goals.
7. The board collaborates with regional partners, such as state agencies, transit operators, and advocacy groups, to address cross-border issues and promote regional coordination in transportation planning and implementation.
8. The board ensures compliance with federal and state regulations governing transportation planning and funding.

State Transportation Officials:

MDOT State officials are engaged in the process and will be included as members of the MPO Policy Board. Voting rights are extended to MDOT staff.

Technical Advisors:

The TTCI Technical Committee is comprised of staff planners and engineers from transportation agencies and local units of government. The Technical Committee may consult with other local subject matter technical experts such as the Federal Highway Administration (FHWA), Northwest Regional Airport Authority, Northwestern Michigan College, Traverse City Area Public Schools, Traverse Connect and the Grand Traverse Band of Ottawa and Chippewa Indians.

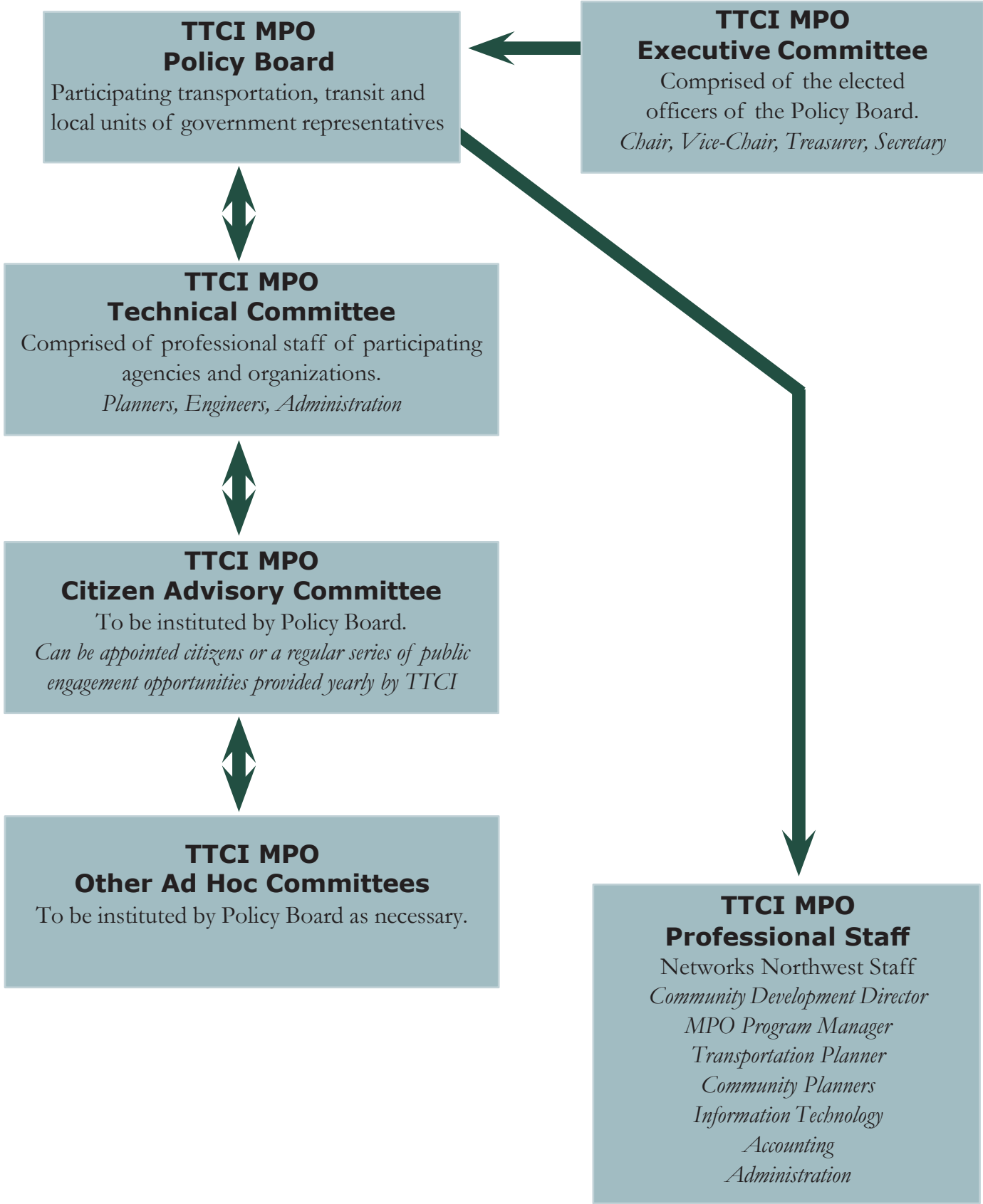
Public Input:

Establishment of the Citizen Advisory Committee is requested to occur and include either appointment based citizen advisors or function as an open forum public input setting which seeks to obtain broad citizen input multiple times each fiscal year.

Dues, Match Commitment and Funding Implications:

An 18.15% match commitment of the Consolidated Planning Grant (CPG) amount is statutorily required. The fiscal year 2027 appropriation of CPG to TTCI is \$239,528.99, which amounts to 81.85% of the total required funding. The local 18.15% required match amounts to \$53,114.86 in funding. This must be met by participating members of the TTCI MPO. The dues and match commitments will be included as an appendix referenced in the intergovernmental agreement.

TTCI MPO Structure



Program Staffing and Funding

The TTCI MPO is staffed through continued integration with the Networks Northwest organization. As a designated Regional Planning Organization, Networks Northwest's established relationship with State and Federal entities provides continuation of coordination for Transportation Programs for our region both within and outside of the Metropolitan Planning Area of the MPO. Networks Northwest maintains appropriate staffing levels, providing the expertise necessary to meet the needs of the MPO.

The Consolidated Planning Grant will be directed towards commitment of staff time for full-time staff which will serve strictly duties of the MPO and for portions of staff time for positions which will only commit a portion of their time towards MPO duties. The following staff positions and duties are outlined for support of the MPO.

Staffing

Community Development Director

The Community Development Director will attend TTCI meetings, assist in facilitation, and provide logistic organization of staff integrated into the MPO for completion of duties as required.

MPO Program Manager

The MPO Program Manager will answer directly to the MPO Policy Board, acting as lead staff for all duties of the MPO and works cooperatively and under the direction of the Community Development Director when integrating transportation planning activities into other planning processes within and outside of the Metropolitan Planning Area Boundary.

Transportation Planner

The Transportation Planner which serves as staff for transportation programs across the entirety of the region will act as support staff to the MPO Program Manager for duties associated with the MPO with direction taken from the Community Development Director.

Community Planners

Community Planners within the Community Development Department will be called upon to assist with the collection of data on a yearly basis for the MPO and for coordination of planning processes which impact the MPO or are conducted within the MPA boundary. Data collection will consist of community engagement practices for soliciting information from the public as well as the collecting and cataloging of numerical data and support data for the development of Transportation Plans and Reports.

Accounting Staff

Accounting staff will assist with all financial tracking for the MPO which includes receiving and paying of invoices, tracking of receipts and purchases, payroll, management of all funds allocated to the MPO, management of grant funds, facilitating audit and all audit requirements.

Administration Staff

Administrative staff will support the MPO by directing inquiries to appropriate contacts. Support for meeting location setup. Support for web-based hosting of information and materials. Support for public information and media.

IT Department

IT staff will support the MPO by supporting the technology utilized by professional staff to the MPO and also through the management and sup-

port of technology at office and meeting spaces.

Budget Narrative

The budget accounts for the capacity to meet the required work program tasks outlined within this document through the maintaining of professional staff capacity, while also supporting organizational operating expenses directly related to the needs of the MPO. The budget outlines staff capacity equivalent to 2.5 full-time employees to meet the required workload of the MPO, which is outlined within the Unified Work Program.

Operational expenses for the MPO are also met within the outlined budget and include line items for support of rent, utilities, insurance, GIS services, IT services, public information and noticing, accounting and tax services, audit services, maintenance, infrastructure, office equipment, materials and supplies, travel, memberships and subscriptions, meeting food and beverage and printing costs. Each of these items supports the

staff and members of TTCI in meeting the mission of the MPO.

The budget is comprised of two main parts, the Work Program Tasks and the Operating Expenses, with 74% of the budget going towards staff capacity to meet the Work Program Tasks and the remaining 26% directed to the support of Operating Expenses. It is important to note here that Work Program Task 3.0 “Asset Management” is currently funded through allotment of State funds provided by the MDOT. This funding source has provided capacity at the Regional Planning Agency (Networks Northwest) to meet the requirements of data collection for the entirety of the ten County region. Through collaborative processes the duties of Asset Management will still continue to be met in the same fashion for the ten counties, with coordination occurring with TTCI for the collection of data within the planning area boundary. To ease accounting and audit processes, funding provided for asset management will not be processed through the MPO.

The overall funding for the 2027 UWP is as follows

Consolidated Planning Grant	
Funding Source	Funding
FHWA PL112 (Metro Planning)	\$202,970.00
Local Match	\$36,839.06
FTA Section 5303 (Transit Planning)	\$36,559.00
Local Match	\$16,275.79
<i>Total Federal Contribution</i>	<i>\$239,529.00</i>
<i>Total Local Match</i>	<i>\$53,114.84</i>
Total Funding	\$292,643.84

The following page details the overall budget for fiscal year 2027 for the TTCI MPO.

FY 2027 UWP

Work Plan Tasks (2.5 FTE: Staff Time Commitment)	FHW PL112/FTA 5303	Funding Sources		Total
		Local	State/Networks	
1.0 Administration	\$70,620.54	\$15,659.90		\$86,280.44
2.0 Data Collection and Processes	\$22,068.92	\$4,893.72		\$26,962.64
3.0 Asset Management			\$75,000	**N/A
4.0 Short Range Planning	\$9,710.32	\$2,153.24		\$11,863.56
5.0 Transportation Improvement Program	\$52,965.41	\$11,744.93		\$64,710.33
6.0 Long Term Planning	\$21,186.16	\$4,697.97		\$25,884.13
Total Work Plan Staff Time Expenditures	\$176,551.36	\$39,149.75		\$215,701.11

Operating Expenses

Administrative Operations	\$34,042.67	\$7,548.86	\$41,591.53
Rent			
Utilities			
Insurance			
GIS Services			
IT			
Organizational Operations	\$28,934.96	\$6,416.24	\$35,351.20

Public Information			
Accounting/Tax Services			
Audit			
Maintenance			
Infrastructure			
Office Equip./Materials/Supplies			
Travel			
Memberships/Subscriptions			
Meeting Food/Beverage			
Printing			

Total Operating Expenditures	\$62,977.63	\$13,965.11	\$76,942.73
Total Expenditures	\$239,528.99	\$53,114.86	\$292,643.84

Federal	Local
0.8185	0.1815

*Percentage of Funding Source Commitment
 **Asset Management Funded by State outside of MIPO

Page left intentionally blank

MPA Transportation Issues

This section of the document will be augmented with information as staff becomes actively engaged with road agencies, transit agencies, stakeholders, local units of government and other participating agencies. The UWP will include summarization of each of the issues types provided below.

Road Issues

Road and vehicular traffic issues will be detailed for the MPA. Staff will coordinate and actively engage road/transportation agencies, the Grand Traverse County Road Commission and the Leelanau County Road Commission, and the Michigan Department of Transportation for information concerning the current status of identified road issues.

Transit Issues

Transit issues will be detailed for the MPA through coordination with BATA.

Non-Motorized Issues

Non-motorized issues will be detailed for the MPA through coordination with the Traverse Area Recreation Trails (TART) and other bike and pedestrian organizations along with discussions with local units of government and transportation agencies whom oversee these improvements.

Page left intentionally blank

Air Quality

The Clean Air Act Amendments of 1990 (CAAA) established the mandate for better coordination between air quality and transportation planning. The CAAA requires that all transportation plans and transportation investments in non-attainment and maintenance areas be subject to an air quality conformity determination. The purpose of such determination is to demonstrate that the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP) conform to the intent and purpose of the State Implementation Plan (SIP). The intent of the SIP is to achieve and maintain clean air and meet National Ambient Air Quality Standards (NAAQS). Therefore, for non-attainment and maintenance areas, the MTP and the TIP must demonstrate that the implementation of projects does not result in greater mobile source emissions than the emissions budget.

The TTCI Planning Area meets all USEPA (the United States Environmental Protection Agency) Standards based on measured air quality and mobile source emissions. This means that a regional transportation conformity analysis for the MTP or TIP for the TTCI Planning Area is not required under this classification. This state of affairs is reflected in the current UWP by Air Quality not being one of the work tasks needed to be conducted within FY 2027, with time and funding assigned to it. If ever the EPA publishes a notice designating the TTCI Planning Area as non-attainment area for any regulated pollutants (resulting from large changes in emissions levels), then the above mentioned regional transportation conformity analysis would need to be conducted, and the future UWP would reflect necessary work tasks.

Page left intentionally blank

MPO Transportation Planning, Data Collection and Coordination

This Unified Work Program for the TTCI MPO outlines staffing, budget, and tasks to be completed during the continued development of the MPO. As a recently formed MPO, staff must initiate the planning and data collection processes which will carry over, expand in comprehension and evolve through consecutive fiscal years of the MPO. This section of the plan will introduce requirements to

be completed by the MPO, additional data collection needs for planning process supports, and will speak to coordination with processes which overlap and are important to the work of the MPO.

Transportation Emphasis and Planning Areas

MPO staff will undertake and focus on the following fiscal year 2027 planning emphasis areas incorporating these areas into transportation planning processes, documents and policies.

MDOT Planning Areas

- ◇ Maintenance of the FY2026-2029 TIP
 - Incorporation of performance-based planning in project selection.
 - Hold TIP amendment coordination meetings including OPT, region planners, SPS planners, and MPO staff .
 - Ensure that the public notification for TIP amendments aligns with the MPO's Public Participation Plan.
- ◇ Continue to ensure transit projects are accurately shown in the TIP and fiscally constrained, through coordination with local transit agencies and MDOT Office of Passenger Transportation.
- ◇ Clear identification in the UPWP of the utilization of a minimum of 2.5% of PL funds and any additional CPG funds to be utilized at 100% federal on any specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities.
- ◇ Ensure compliance with Transportation Performance Measures (TPM) requirements, including working with MDOT on data needed to identify how the MPO is working to meet the adopted targets within the MPO planning area.
- ◇ Draft of next State Long Range Transportation Plan (SLRTP) to be completed by Summer 2026, with anticipated plan adoption in Fall 2026. Continuing coordination and collaboration between MTPs and the SLRTP.
- ◇ MI Travel Counts 4 (MTC4) household Survey collection is wrapping up, reports will be available in Spring 2026. SUTA is coordinating Jackson, Holland, and Muskegon model development with the MTC4 household travel survey. This will require reviewing and approving base year socio-economic data in FY26.

Data Review, Collection & Management, Program Education and Information Dissemination

The following elements are required to be reviewed, gathered and managed through the MPO by State and Federal Agencies or are locally important data collection points for Transportation Planning Activities undertaken by the MPO.

ACUB/NFC

After the U.S. Census Bureau approves the 2020 Adjusted Census Urban Boundaries (ACUB), MDOT staff will prepare informational materials and meet with each MPO in the state. These meetings will consist of jurisdictional agencies proposing and reviewing National Functional Classification (NFC) revisions to the Act 51 certified public roads within their MPO planning boundary. MDOT staff may request materials such as traffic counts, worksheets, maps, local letters of concurrence, signed resolutions, and Act 51 certifications to process the proposed NFC revisions. The proposed revisions will be reviewed by MDOT staff. If MDOT is in concurrence, the proposals would then be submitted to FHWA for final review.

Transportation Alternatives Program (TAP)

Training and information disseminated on grant programs including TAP, the Transportation Economic Development Fund, and State Infrastructure Bank Loan program in order to outline selection of appropriate funding sources and efforts to assist with application questions and access to support experts.

Data Collection, Review and Management

Travel Information Unit:

Data collection and management is to be undertaken by the MPO for the compiling, storing and transferring of road traffic count data to MDOT.

Model Inventory Roadway Elements (MIRE) Fundamental Data Elements (FDE):

Required reporting of safety roadway data to MDOT by MPO's, specific to six pieces of required data collection pertaining to roadway design and feature elements.

Asset Management:

The coordination and completion of roadway condition data is required, with training offered and necessitated in order to meet the guidelines of the program.

Highway Performance Monitoring System (HPMS):

Inventory of HPMS data is required for the review of non-trunk line roadway systems, with data collection points supported through training opportunities provided by MDOT.

Crash Data (vehicular and non-motorized):

Crash data from public safety and road agencies and will be gathered and catalogued within GIS, allowing for future analysis of crash and safety data.

Transit Users:

Working closely with the Bay Area Transportation Authority MPO staff will collect and manage data related to transit users for transit planning activities.

Non-Motorized and Pedestrian Counts:

Non-motorized and pedestrian counts will be gathered from sources such as trail/bike organizations, governmental units, and internally for the MPA. The data will be cataloged and utilized for planning purposes of the MPO.

Data Collection for Transportation Plans

Community Engagement:

Community Development staff gathered significant public input during the latter half of 2024 and early 2025. Engagement activities were focused on collecting data to support the formation of the newly established MPO and included input across all modes of transportation. These engagement efforts followed standard practice and were conducted through public meetings hosted at the Michigan Works! Conference Room.

The TC-TALUS Public Participation Plan (PPP), originally adopted in FY 2015/16, was updated in 2024 and replaced by the TTCI Public Participation Plan. The updated plan outlined opportunities for public input through varying public comment periods, depending on the type of document or plan being updated. In 2024–2025, TTCI hosted a series of public input sessions as part of the development of both the Transportation Improvement Program (TIP) and the Metropolitan Transportation Plan (MTP). TTCI also continued public engagement activities into FY 2027–2030 to support the development of the FY 2030 MTP update. These efforts supported the identification of key planning focus areas, including safety, complete transportation networks, and other critical planning topics.

Planning Process Coordination:

- Coordination with BATA Next Wave Transit Master Plan (TMP): Completion of the BATA TMP in October of 2022 has outlined a path forward for BATA as they continue to expand and evolve with the changing patterns of the Traverse Area, and to meet the demands of transit users both within and outside of the MPA boundary. Linking the TMP to Transportation Plans of the MPO allows for integration of strategies to be shared between the planning documents and to incorporate desired improvements and projects of BATA within the alternatives of the MPO Transportation Plans.
- The North Region Active Transportation Plan, completed in 2025, was developed through a coordinated process led by Networks Northwest in partnership with the Northeast Michigan Council of Governments and under the authorization of the Michigan Department of Transportation. The plan covers the entire Northern Lower Peninsula, with Networks Northwest responsible for the ten-county northwest portion of the region. The plan provides a comprehensive assessment of non-motorized infrastructure needs and identifies regionally significant strategies and improvements related to sidewalks, shared-use paths, bike lanes, crosswalks, and other active transportation facilities. Coordination between the Metropolitan Transportation Plan (MTP) and the North Region Active Transportation Plan ensures consistency in identifying and prioritizing non-motorized investments within the Metropolitan Planning Area (MPA) and supports integration of active transportation within the MPO's long-range planning framework.

- Coordination with local unit plans: Local unit Master Plans, Recreation Plans, Corridor Plans and other comprehensive planning documents are important to coordinate with and include in reference to the MPO Transportation Plans. Projecting future densities, use intensity, build-out scenarios and desired improvements in relation to transportation infrastructure are strategies often outlined within local unit planning documents. The MPO staff will include and reference strategies from local planning documents as appropriate to the Transportation Plans to be developed.

Travel, Commuter and Land Use Intensity Modeling:

GIS Data and Model Development: Much of the spatial relationship of grounded data for population and structure density, commuter patterns and travel times for local units of government within the MPA and immediately adjacent, is able to be effectively displayed in GIS. The production of GIS maps with relevant datasets provides the opportunity to establish baseline analysis from which methodology for models can be developed and run. Successive year's data can then be compared against the models to display accuracy and effectiveness of the methodology. This model-based planning will be extremely useful to the MPO and the Transportation Planning Processes which are undertaken.

Inclusion of Performance Based Planning (evaluation):

Performance based planning seeks to collectively work together to achieve nationally set goals. Targets for performance are set for each of the outlined measures in the TTCI Planning area by State and are supported by the MPO Policy Board. Data and processes undertaken by the MPO and support agencies must utilize the performance based planning as a method of determining investment priorities and evaluating effectiveness.

MPO Transportation Planning Processes:

- The Metropolitan Transportation Plan (MTP), completed in 2025, outlines the TTCI MPO's long-range transportation priorities and investment strategies through a 20-year planning horizon. The plan identifies proposed transportation improvements and alternatives within the Metropolitan Planning Area (MPA) and is financially constrained, meaning all included projects are supported by committed or reasonably anticipated funding.
- The FY2025 MTP serves as a foundation for ongoing and future planning activities. Additional studies and planning efforts will be conducted between now and the next MTP update in 2030. These efforts will be guided by the Unified Planning Work Program (UPWP) and are intended to further inform and refine the region's long-term transportation vision.

- **Transportation Improvement Program (TIP):** The Transportation Improvement Program is required to be completed as a collaborative process of the MPO, with incorporation of federally funded projects within the MPA which cover a four year period. The process must include State and public transit providers. The TIP should include capital and non-capital surface transportation projects, bicycle and pedestrian facilities and other transportation enhancements, Federal Lands Highway projects, and safety projects included in the State's Strategic Highway Safety Plan. All projects must be fiscally constrained similar to the MTP. Work programs will detail tasks towards the development of the initial draft of this planning document.
- **Unified Work Program (UWP):** The Unified Work Program is required to be updated on a yearly or biannual basis. A UWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds. Work program tasks will detail the necessary updating of this document.

Other Metropolitan Planning Activities:

The scope of activities under the umbrella of the MPO and facilitated and carried out by professional staff will continue to expand as the MPO matures as the MPO becomes well established and moves beyond the initial steps of setting planning processes and formulating policy for data gathering and management. Coordination of local units of government, convening citizens for the effective collection of public input around specific alternatives and topics, providing professional grant research and application services, and leading additional transportation planning processes are a few of opportunities which can be built into successive Work Programs of the MPO.

The remainder of this document outlines the specific Work Tasks to be undertaken by the MPO.

**TTCI MPO
Work Task Schedule**

Work Task Schedule												
TTCI Tasks	Oct 26'	Nov 26'	Dec 26'	Jan 27'	Feb 27'	March 27'	April 27'	May 27'	June 27'	July 27'	Aug 27'	Sept 27'
1.0 Administration												
2.0 Data Collection & Processes												
3.0 Asset Management												
4.0 Short Range Planning												
5.0 Transportation Improvement Program												
6.0 Long-Term Planning												

Page left intentionally blank

Task 1.0 Administration

Administration Budget			
	FHWA PL112 & FTA 5303	TTCI	Local
Source	\$70,620.54		\$15,659.90
Expenditures		\$86,280.44	
Staff Time (percentage)		40%	

Communication, Meeting Coordination, Financial Management Tasks

Tasks associated with communication, meeting coordination and financial management of the TTCI MPO are numerous and comprise a significant commitment of staff time to complete. Tasks include management of meeting and meeting documents, communication locally and with State and Federal entities, web space and social media presence management and communication, financial administration activities including handling of financial and progress reporting, and management of payment of invoices and billing for reimbursements, participation in and assistance with required audits, reviewing State and Federal legislation, participation in training, workshops, seminars and activities and meetings of the State Transportation Association.

Policy and Process Scoping Tasks

Staff of the MPO will outline and develop policies associated with Administration. The policies will frame tasks and actions which will meet the approval of the TTCI MPO Board and provide guidance for the following:

- ◇ Communications
- ◇ Meeting management, noticing, and document development and posting
- ◇ Web presence and social media
- ◇ Broad community benefit

- ◇ Financial administration, reporting, invoicing, billing and audits
- ◇ Budget development
- ◇ Training, workshops and seminars
- ◇ Community Engagement

Community Engagement, Public Input and Outreach Tasks:

Community engagement activities are to be undertaken through the fiscal year, with outreach efforts occurring through several methods as outlined here.

- ◇ The holding of drop-in public input sessions with information and data prepared for discussion and to stimulate conversations about all aspects of transportation.
- ◇ Pop-up public input sessions which occur in public spaces where input can be garnered from citizens who may not typically attend formal community engagement events.
- ◇ Outreach to participating Transportation and Transit Agencies, Local Units of Government and organizations associated with the MPO. Efforts will include communications and updates at respective meetings.
- ◇ Maintaining updated web presence, social media use and communications through media with press releases and interviews concerning topics of the MPO.
- ◇ Public comment opportunities at each Policy Board and Technical Committee Meetings.

Broad Community Benefit

TTCI will meet all requirements in promoting broad community benefit through all of its programs and activities. Alignment and compliance with Federal and State Civil Rights legislation related to transportation will be outlined within policy and will necessitate open lines of communication with a list of agencies for consultation as needed, which will include the Department of Natural Resources (DNR), the Department of Environmental Quality (DEQ), the State Historic Preservation Office (SHPO), and groups such as the Grand Traverse Band of Ottawa and Chippewa Indians.

Task 1.0 Processes and Deliverables:

- 1. Policy development for the following:**
 - i. Communications.**
 - ii. Meeting management, noticing, and document development and posting.**
 - iii. Web presence and social media.**
 - iv. Broad community benefit.**
 - v. Financial administration, reporting, invoicing, billing and audits.**
 - vi. Budget development.**
 - vii. Training, workshops and seminars.**
 - viii. Community Engagement.**
- 2. Setting meeting schedules of the MPO Policy Board, Executive Committee, Technical Committee, Public Advocacy Committee and Ad Hoc Committees .**
- 3. Preparing meeting agendas, materials and packets, taking minutes for each respective board and committee.**
- 4. Communications with board members, committee affiliates, and respective partner organizations.**
- 5. Budget preparation, oversight, management and reporting to MPO Policy Board.**
- 6. Financial management of all invoices, payments, financial and progress reporting as required.**
- 7. Participation in required financial audits.**
- 8. Dissemination of information, trainings and educational information to board members.**
- 9. Participation with State Transportation Planning Meetings.**
- 10. Participation in applicable workshops, seminars and trainings.**
- 11. Organizing, hosting and gathering input through community engagement sessions and opportunities.**
- 12. Maintain web presence**
- 13. Meet all requirements of the Open Meetings Act.**
- 14. Disseminate information to the public through social media, press releases and media organizations.**
- 15. Review and note updates necessary to existing Public Participation Plan.**

Task 2.0 Data Collection & Processes

Data Collection & Processes Budget			
	FHWA PL112 & FTA 5303	TTCI	Local
Source	\$22,068.92		\$4,893.72
Expenditures		\$26,962.64	
Staff Time (percentage)		12.5%	

Communication, Coordination and Policy

Data collection, management and coordination are an important function of the MPO. Integration of the required State and Federal data collection and management programs into the processes of the organization will set the stage for successful collection and management moving forward. Coordination with appropriate contacts at the State of Michigan Department of Transportation is important to establish strong working relationships and will be undertaken immediately for MPO staff. Utilizing opportunities for educational training for the various required data collection categories will be undertaken by appropriate staff to ensure accuracy and compliance with requirements.

Communication to local road, transit, BPW and public safety agencies will be made, outlining the ability and necessity of the MPO in collection, management and sharing of data through the organization. Program specifics will be shared and coordination will be established.

Policy language will be developed which will outline the required data collection and management programs of State and Federal Transportation Agencies and the relationship of the MPO in collecting, management and transferring of this data as required. These policies will outline necessary training, the methods of collection, methods of review, coordination required with local agencies,

how the data is managed, where it is stored, how it is shared and the specifics related to the software utilized for all aspects of data collection and management.

Data Collection and Management Specifics

Travel Information Unit

- ◇ TTCI will aggregate, compile and store Non-Trunkline (Federal Aid/Non-Federal Aid) and Local Roads traffic count data collected throughout the year by Local Agencies (CRC's, Cities, Villages, etc.) within the MPA for preparation of submission to MDOT on an annual basis for HPMS Reporting to FHWA & the 2027 Model Inventory for Roadway Elements (MIRE) Fundamental Data Element (FDE) Requirement of count-based Annual Average Daily Traffic (AADT)s on all public roads. Through established relationships with the Local Agencies, TTCI will act as the primary contact for requesting the data by MDOT. This method of coordination streamlines the process of requesting and sharing data.
- ◇ TTCI will be prepared for MDOT's annual Non-Trunkline and Local Roads Traffic Count Data Submittal Request and respond to the request in a timely manner for HPMS Reporting to FHWA & the 2027 MIRE FDE Requirement of count-based AADTs on all public roads.
- ◇ When TTCI prepares to collect traffic counts in future years, and when local agencies are

collecting traffic counts; TTCI will communicate to MDOT the location of such counts. If there is availability for additional count locations, coordination with MDOT to generate supplemental count locations of Non-Trunkline and Local Roads for HPMS Reporting to FHWA & the 2027 MIRE FDE Requirement of count-based AADTs on all public roads. This will ensure minimal overlap of data collection locations and encourage coordination and collaboration for collection methods.

Model Inventory Roadway Elements (MIRE) Fundamental Data Elements (FDE)

Federal reporting requirements for MIRE and FDE outline necessity of collecting roadway safety data. Statutes outline necessity of local agency participation in the data collection processes required to fulfill data collection responsibilities to MDOT. TTCI will coordinate with the local agencies of the planning area and perform annual maintenance and validating of six data items. The six items of data which must be reviewed include: Surface Type, number of through lanes, access control, median type, and traffic control. Established relationships with local agencies will support this data collection effort. All review and revision to data items will be completed within Roadsoft, with exports of the data files from Roadsoft to be sent to MDOT.

Highway Performance Monitoring System (HPMS)

Federal reporting requirements for HPMS will be supported by TTCI. TTCI will work with the HPMS Team to update the sample file (spreadsheet or GIS file) provided by MDOT in October with the file returned by April 1st of the next calendar reporting year. Review of sample sections along the non-trunkline roadway system to identify data items that are in need of updating will be completed. Coordination with local road agencies will help facilitate the collection of this data. The requirement of MDOT to submit HPMS data fulfill federal reporting requirements

under Title 23 U.S.C. s315. There are a variety of uses of the data by FHWA including reports to Congress, Transportation Performance Measures, apportionment of federal highway funds, Highway Statistics, research, and economic models, among others. MDOT requests MPO assistance with HPMS due to relationships with local road agencies and familiarity with the non-trunkline roadway system.

Crash Data (vehicular and non-motorized)

Data pertaining to vehicular and non-motorized accidents and crashes can be an important tool for planning for and prioritizing transportation related improvements. Crash data is typically captured by roadway and public safety agencies. Communication to and coordination with these agencies to acquire and store this data will allow for a single clearing house to be developed for the MPO planning area. A timeline shall be established for TTCI staff to perform coordination for obtaining this data and management activities to ensure the data is spatially referenced for inclusion as a GIS shapefile.

Transit Data

Data encompassing information on Transit use, including user data, peak hours and location is very useful for tracking changes in mass transit ridership and patterns. TTCI staff will continually coordinate with BATA staff to assist with acquiring, management and sharing of data related to transit users. TTCI will provide data management space for a single clearing house for mass transit data. Coordination for sharing of data and data collection activities shall be undertaken by TTCI staff in combination with BATA staff.

Non-Motorized and Pedestrian Counts

Non-motorized users of facilities such as sidewalks, pathways, bike-lanes and crosswalks are often accounted for through trail organizations

and bicycle groups. TTCI staff will communicate with these groups and initiate coordinated efforts to assist as available for the collection of this data and for the hosting and management of databases. The efforts are to meet an approach of providing a single clearing house for this data.

Task 2.0 Processes and Deliverables

- 1. Policy Development which outlines the coordinated approach to data collection. Policy should include:**
 - i. Coordination with State representatives for the various data collection and management programs outlined by State and Federal entities.**
 - ii. Necessary training for collection of data and for understanding use of software programs.**
 - iii. Coordination with local road and transit agencies and units of government for collection, management and sharing of data.**
 - iv. Coordination with local non-motorized user groups and advocacy organizations for the collection, management and sharing of data.**
- 2. T'TCI in conjunction with the RPA will maintain necessary licensing and server space for data collection and management needs.**
- 3. Staff will attend training for data collection and software use**
- 4. Staff will communicate and coordinate with State, Federal and Local Agency staff in regard to data collection and management.**
- 5. Staff will develop a timeline for data collection needs, including establishing communication, outlining data collection timeframes, and timelines for collection completion and transferring of data to required entities.**
- 6. T'TCI will collect, manage and share the data items identified for completion for the Travel Information Unit.**
- 7. T'TCI will collect, manage and share the data items identified for the Model Roadway Elements and the Fundamental Data Elements.**
- 8. T'TCI will collect, manage and share the data items identified for the Highway Performance Monitoring System.**
- 9. T'TCI will establish communication with public safety and road agencies for the coordinated sharing and management of vehicular and pedestrian crash/accident data.**
- 10. T'TCI will coordinate with BATA for transit related data collection needs.**
- 11. T'TCI will establish communication with local agencies, local units of government and non-motorized advocacy and support organizations for the collection of data of non-motorized users.**

Page left intentionally blank

Task 3.0 Asset Management

Asset Management Budget

Funding for Asset Management is provided to Networks Northwest for the entirety of the 10 county region. Transfer of funds to the TTCI MPO is unnecessary for completion of these duties; rather coordination of the MPO Program Manager and Transportation Planner shall occur for the areas of the MPA.

Communication and Policy

Asset Management for the ten-county region is coordinated as an established program of Networks Northwest in conjunction with MDOT and local road agencies. Asset Management funding through the Michigan Transportation Fund provides the necessary resources to support the ongoing collection of roadway condition data. The program is funded and administered through the Regional Work Program, with coordination between TTCI and Community Development staff to ensure that asset management requirements within the MPO planning area are met.

Policies guiding the Asset Management Program have been established and will continue to be refined as coordination and data collection processes evolve. These policies outline data collection methods, training and educational opportunities related to Roadsoft and other tools, inter-agency communication and coordination, and timelines for data collection and program deliverables.

Asset Management

The resources allocated to the Metropolitan/Regional Planning Organization (MPO/RPO) from the Transportation Asset Management Council (TAMC) annual budget shall be utilized to assist in the completion of the TAMC Work Program. All work shall be consistent with the policies and priorities established by the TAMC. All invoices submitted for reimbursement of Asset Management

activities shall utilize Michigan Department of Transportation (MDOT) standard invoice forms and include the required information for processing. The MPO/RPO shall complete the required products and perform tasks according to the timeframes and directives established within TAMC's data collection policies, which can be found on the TAMC website (<http://www.michigan.gov/tamc>). The MPO/RPO will emphasize these tasks to support the largest PA 51 agencies (agencies that certify under Public Act (PA) 51 a minimum of 100 centerline miles of road) within the planning area when resources are limited. The activities are to provide TAMC reimbursement to local agencies including the following:

Tasks

Training Activities

- ◇ Attendance at training seminar(s) on the use of Pavement Surface Evaluation and Rating (PASER) and Inventory-based Rating System for unpaved roadways.
- ◇ Represent MPO/RPO at TAMC-sponsored conferences and seminars, including attending either the Spring or Fall TAMC Conference.
- ◇ Attending TAMC-sponsored Investment Reporting Tool (IRT) training seminars.
- ◇ Attending TAMC-sponsored Asset Management Plan Development training seminars.
- ◇ Attending Roadsoft Training.
- ◇ Attending GIS training.

Roadway Inventory and Condition Data Collection Participation and Coordination

Federal Aid System:

- ◇ Organize schedules with PA 51 agencies within MPO/RPO's boundary for participating in Federal Aid data collection efforts; ensure all participants of data collection have access to State of Michigan travel reimbursement rates.
- ◇ Coordinate, participate and facilitate road surface data collection on no less than one-half of the Federal Aid System in accordance with the TAMC Policy for the Collection of Roadway Condition Data on Federal Aid Eligible Roads and Streets.
- ◇ Collect unpaved roadway condition data on approximately half of any unpaved Federal Aid eligible roadways using the Inventory-based Rating System developed by the Michigan Technological University's Center for Technology and Training.

Non-Federal Aid System:

- ◇ It is required that the RPO/MPO make a formal call for interest for NFA data collection reimbursements to their respective PA 51 agencies annually, and that requests by PA 51 agencies are submitted to their respective RPO/MPO by October 1 each year to assist in the coordination of data collection priorities of the following data collection season. The RPO/MPO will allocate reimbursements for NFA data collection to PA 51 agencies according to the resources available to them in the manner that best reflects the priorities of their area and supports the TAMC work.
- ◇ Coordinate NFA data collection cycles with PA 51 agencies with an emphasis on the top 125 agencies.
- ◇ Ensure all participants of data collection understand procedures for data sharing with TAMC as well as TAMC policy and procedures for collecting NFA data.

- ◇ Participate and perform data collection with PA 51 agencies on an as-needed basis for the data collection of Non-Federal Aid roads when requested.
- ◇ The RPO/MPO will allocate funding for Non-Federal Aid data collection to PA 51 agencies according to the resources available to them in the manner that best reflects the priorities of their area and supports the TAMC work in accordance with Section VII (C).

Equipment

- ◇ Ensure rating teams have the necessary tools to complete the federal aid data collection activity by maintaining a laptop compatible with the Laptop Data Collector and Roadsoft programs, a functioning Global Positioning System (GPS) unit, and other required hardware in good working order.
- ◇ Communicate any equipment needs and purchases with the TAMC Coordinator; laptops are eligible for replacement on a three-year cycle.

Data Submission

- ◇ Develop and maintain technical capability to manage regional Roadsoft databases and the Laptop Data Collector program; maintain a regional Roadsoft database that is accurate and consistent with local agency data sets.
- ◇ Coordinate Quality Assurance/Quality Control activities and data submission tasks according to protocols established in TAMC Data Collection Policies for Federal Aid and NFA Roads.
- ◇ Monitor and report status of data collection efforts to TAMC Asset Management Coordinator through monthly coordinator calls and/or monthly or quarterly program updates that are mailed with invoices.
- ◇ Provide links on agency websites and reports to the TAMC website, interactive maps, and dashboards for the dissemination of roadway data.

Asset Management Planning

- ◇ Participate and attend TAMC-sponsored training and workshops in order to provide technical support for Asset Management Plan development activities.
- ◇ Provide an annual reporting of the status of PA 51 agency Asset Management Plans and keep abreast of the status of these plans for updates and revision.
- ◇ Provide technical assistance and training funds to PA 51 agencies during the development of local Asset Management Plans using TAMC templates when applicable; coordinate these tasks with an emphasis on the Top 125 agencies.

Technical Assistance

- ◇ Provide technical assistance to local agencies in using the TAMC reporting tools for planned and completed infrastructure investments or any other TAMC Work Program Activity.
- ◇ Integrate PASER ratings and asset management into project selection criteria:
 1. Analyze data and develop road preservation scenarios.
 2. Analyze performance of implemented projects.

Bridget and Culvert Inventory and Condition Data Collection

- ◇ Provide administrative and technical assistance to PA 51 agencies and MDOT for reimbursement of TAMC funds for participation in data collection efforts for culvert inventory, condition assessment and data submission.
- ◇ Utilize TAMC reporting forms to communicate progress and expenditures of Public Act 51 agencies to assist TAMC in the Culvert Mapping Pilot Report.
- ◇ PA 51 agencies must submit a written request for reimbursement; the request should include a total estimate of costs (actual costs claimed

must not exceed the estimated costs) for the data gathering, trained/certified team members' time, and vehicle use. It is required that the RPO/MPO make a formal call for interest for bridge and culvert collection reimbursements to their respective PA 51 agencies annually, and that requests by PA 51 agencies are submitted to their respective RPO/MPO by October 1 each year to assist in the coordination of data collection priorities of the following data collection season.. The RPO/MPO decision on what requests for reimbursement are approved may consider available budget, absence, or age of bridge data to be collected.

Task 3.0 Processes and Deliverables

1. Policy established for coordination with Community Development Transportation Planning Staff who perform Asset Management duties for the entirety of the ten county region.
2. PASER data for Federal Aid System submitted to TAMC via the IRT.
3. PASER data for Non-Federal Aid System submitted to TAMC via the IRT.
4. Quarterly or monthly activities reports submitted with invoices to TAMC Coordinator.
5. Create an Annual Report of Asset Management program activities as well as a summary of annual PASER condition data by local agency, functional classification, and PA 51 Legal System; provide links to the Regional Annual Report on agency website and submit copies to TAMC Coordinator by April 1 of each year.
6. Prepare a draft status report of PA 51 agency Asset Management activities and plans within MPO/RPO boundary by September 30 of each year.

**Funding for Asset Management is provided to Networks Northwest for the entirety of the 10 county region. Transfer of funds to the TTCI MPO is unnecessary for completion of these duties; rather coordination of the MPO Program Manager and Transportation Planner shall occur for the areas of the MPA.*

Task 4.0 Short Range Planning

Short Range Planning Budget			
	FHWA PL112 & FTA 5303	TTCI	Local
Source	\$9,710.32		\$2,153.24
Expenditures		\$11,863.56	
Staff Time (percentage)		5.5%	

Policy

Short range planning encompasses the ongoing activities of TTCI staff related to data preparation, community engagement, coordination with local transportation and transit agencies, spatial data development and modeling, and coordination with regional planning processes that impact the MPO. Building on the initial establishment of the MPO and completion of key planning efforts, TTCI will continue to support the implementation and ongoing development of the Transportation Improvement Program (TIP) and Metropolitan Transportation Plan (MTP) through refinement of data, analysis, and planning processes.

Policies and procedures guiding short range planning activities have been established and will continue to be refined as TTCI advances its planning processes. These policies outline communication and coordination with transportation and transit agencies, local units of government, educational institutions, non-profit organizations, and business stakeholders, as well as internal coordination with Community Development staff. Drafting, review, and approval of short range planning activities and related planning documents will continue under the direction of the MPO Policy Board, with updates made as needed to reflect evolving priorities, data, and planning needs.

Unified Work Program

The Unified Work Program (UWP) for the current fiscal year shall guide the activities of the MPO. The UWP tasks shall be monitored by TTCI staff, and effectiveness of the existing UWP shall be communicated to the TTCI Board and Technical Committee. The undertaking of current year policy development, initial data collection activities and communication and coordination with participating stakeholders and entities coupled with evaluation of on-going UWP activities and desired future tasks shall help guide future updates to successive year's UWP.

MPO Policy Board and Technical Committee Engagement

As the TTCI MPO continues to advance its planning processes, sustained engagement with the Policy and Technical Committees remains critical to ensuring alignment with regional priorities and coordination across jurisdictions. The identification and evaluation of transportation projects and alternatives rely on active participation and timely input from member entities and stakeholders. Establishing and maintaining strong engagement practices sets the foundation for an inclusive, data-informed planning process. TTCI staff will outline the structure and approach for this engagement, which will be reviewed and approved by the TTCI Board as part of the implementation of this UWP.

Community Engagement

During the course of the 2027 fiscal year, TTCI will undertake additional community engagement efforts. These engagement efforts will be shaped by the Policy and Technical Committee membership with capacity provided by the entirety of the Community Development Department staff in order to achieve a sufficient ratio of staff leaders to public participants across several venues. These community engagement efforts will support updates to the current TIP and next MTP.

GIS Data Collection and Modeling

TTCI and Community Development staff have undertaken data collection efforts beyond those required by State and Federal partners. These efforts have focused on the development of spatially referenced GIS data to support decision-making processes for key planning activities, including the Transportation Improvement Program (TIP) and Metropolitan Transportation Plan (MTP). Initial data collection efforts established baseline conditions for land use, population density, and commuter patterns, providing a foundation for tracking changes in population and transportation assets within the planning area and region over time.

The Travel Demand Model, developed in coordination with the Michigan Department of Transportation (MDOT), was completed in FY 2025 and established a baseline for regional travel behavior and system performance. TTCI will continue to coordinate with MDOT to monitor and update the model as new data becomes available.

Building upon these baseline efforts, TTCI has developed and continues to refine additional GIS-based analytical tools and datasets. These include models and spatial analyses that evaluate drive times, population shifts, and land use density related to residential, employment, and activity centers. These datasets are maintained and

updated using sources such as the American Community Survey (ACS), U.S. Census, and Bureau of Labor Statistics.

In addition, TTCI has initiated the use of Michigan State Police crash data, supplemented by coordination with local agencies to conduct localized safety reviews and ground-truthing of identified crash trends. This effort has enhanced the understanding of safety conditions within the planning area and will inform the development of updated project selection criteria for future TIP cycles.

Ongoing and planned GIS data collection and modeling activities include:

- ◇ Existing land use and population density analysis.
- ◇ Spatial analysis of drive times and commuter patterns from specific civil divisions.
- ◇ Residential and employment location analysis using kernel density methods.
- ◇ Safety analysis using crash data and local agency coordination to support project prioritization.

Regional Coordination and Joint Planning

On-going and upcoming planning processes for the region which impact or include areas of the MPA will be undertaken by TTCI and Community Development Staff. Proposed strategies in planning documents for local units of government and organizations may impact and can be impacted by transportation alternatives being discussed by the MPO. Mindful coordination within the Networks Northwest Community Development Department with TTCI staff and extending out to all local units of government and organizations will establish and maintain open communication and dialogue. On-going or drafted planning processes which will be included for consideration of cross-reference of strategies for MPO Planning processes include:

- ◇ Northern Michigan Active Transportation Plan
- ◇ BATA Next Wave Transit Plan
- ◇ Local Unit Planning Plans and Processes

Task 4.0 Processes and Deliverables

1. Policy development to include:
 - i. Communication and Coordination for short-term planning processes with all entities including transportation and transit agencies, local units of government, educational, non-profit and business organizations and agencies within the planning area.
 - ii. Internal coordination with Community Development staff outside of TTCI staff in assistance of TTCI processes and programs.
 - iii. Drafting, review and approval of short range planning processes and plans of the MPO.
4. TTCI staff shall complete Unified Work Program tasks.
5. TTCI shall evaluate and weigh effectiveness of initial Unified Work Program, and make notes for necessary revisions.
6. TTCI shall develop the Fiscal Year 2028 Unified Work Program.
7. TTCI staff shall outline future items to be included in successive year's UWP.
8. TTCI staff shall engage the membership of the TTCI Policy Board and Technical Committee in preparation of upcoming planning processes. Engagement shall be outlined in a scope of work detailing information sought.
9. TTCI staff in conjunction with Community Development staff shall undertake community engagement efforts for the current fiscal year.
10. TTCI staff shall coordinate with Community Development staff for the ongoing maintenance and enhancement of the MPO geodatabase, including integration of land use, demographic, travel demand, and safety data.
11. GIS data shall be collected, updated, and validated from available sources, including ACS, U.S. Census, Bureau of Labor Statistics, and Michigan State Police crash data with local agency coordination.
12. TTCI staff shall maintain, refine, and apply GIS models, including coordination with MDOT to update the Travel Demand Model and support planning efforts such as future TIP project selection criteria.
13. Coordination with on-going planning processes which incorporate all or portions of the MPA shall be undertaken.
14. Coordination to obtain drafted plans of transportation and transit agencies and local units of government shall occur.

Page left intentionally blank

Task 5.0 Transportation Improvement Program

Transportation Improvement Program Budget			
	FHWA PL112 & FTA 5303	TTCI	Local
Source	\$52,965.41		\$11,744.93
Expenditures		\$64,710.33	
Staff Time (percentage)		30%	

Policy

The Transportation Improvement Program (TIP) is a short-range planning document that identifies federally funded and regionally significant transportation improvements to be implemented over a three- to four-year period. As a core responsibility of the MPO, the TIP must be developed, approved, and regularly updated in compliance with federal and state requirements.

The TIP development policy establishes a clear framework for project solicitation, evaluation, selection, and implementation through the Call for Projects (CFP) process. This policy outlines procedural requirements for coordination with state and federal transportation agencies, transit providers, and local jurisdictions. It also includes provisions for public involvement, stakeholder engagement, assignment of responsibilities, and performance-based evaluation criteria to ensure that TIP strategies, projects, and processes are implemented effectively and transparently.

Coordination

The adopted TIP complies with Federal Regulations 23 CFR Part 450 and 49 CFR Part 613, which establish the planning assistance and standards for highway and transit programs, respectively. The TIP includes all required project types, such as capital and non-capital surface transportation projects, bicycle and pedestrian infrastructure, transportation enhancements,

Federal Lands Highway projects, and safety initiatives identified in the State’s Strategic Highway Safety Plan. It encompasses all federally funded projects, regionally significant non-federally funded projects, and any projects requiring FHWA or FTA approval. Additionally, non-federally funded projects included in the TIP are consistent with the goals and priorities outlined in the Metropolitan Transportation Plan (MTP). The TIP is fiscally constrained, demonstrating that programmed projects can be implemented with reasonably anticipated funding, as required under federal guidelines

Road Agency and Transit Agency Engagement

Engagement and coordination with local road agencies, transit providers, and the Michigan Department of Transportation (MDOT) have been integral to the development of the adopted TIP. Many of the alternatives and projects included in the TIP were identified through agency-led planning efforts and reflect local, regional, and state priorities. While this coordination was foundational during the initial development of the TIP, it remains an ongoing process. Continued collaboration with partner agencies will occur as the TIP is amended, revised, or updated, ensuring that project selections remain consistent with current plans, funding availability, and regional transportation goals.

Policy Board and Technical Committee Engagement

The adopted TIP was developed through close coordination with both the TTCI Policy Board and Technical Committee. These bodies provided critical guidance throughout the planning process, including review and feedback on key elements of the TIP. The Policy Board also retained the option to establish an ad hoc steering committee, composed of members from both committees, to support the TIP's development. As the TIP moves into its implementation phase, continued engagement with the Policy Board and Technical Committee will be essential. Their ongoing involvement will help guide amendments, administrative modifications, and periodic updates to ensure the TIP remains current, fiscally constrained, and aligned with regional priorities until the next TIP is adopted.

Data integration and Public Input

Data and public input gathered by TTCI staff, in collaboration with the Community Development team, have been integral to the development of the adopted TIP. This information has been used to support the justification and prioritization of transportation alternatives within the TIP. As the TIP is implemented and updated, staff will continue to gather and analyze relevant data and public feedback. This ongoing process will ensure that the TIP remains responsive to community needs and priorities. Staff will present updated information in a clear and concise manner to inform the continued prioritization of projects by the TTCI Policy Board.

TIP Updates and Continued Development

The FY 2026-2029 TIP is now complete, and the ongoing process for its implementation will continue to be transparent and inclusive, coordinating the efforts of TTCI members and remaining open to

public input. Information related to the TIP will be regularly updated on the TTCI website, allowing stakeholders to track progress and access relevant details throughout the TIP's lifecycle.

As part of the continuous planning process, the TIP will be updated periodically, with the next TIP development cycle (FY 2029-2032) beginning shortly after the completion of the current one. The development of the next TIP will follow a similar two-year timeline, with the draft expected to be completed during fiscal year 2028. Prior to the development and implementation of the FY 2029-2032 TIP, prioritized projects selected by the MPO will be included in the State Transportation Improvement Program (STIP) as an Interim Program of Projects.

Task 5.0 Processes and Deliverables

1. Policy Development and Revision:
 - i. TIP engagement activities related to all TTCI partners, stakeholders and the public.
 - ii. Prioritization of transportation alternatives within TIP and interim program of projects.
 - iii. Implementation process for prioritized alternatives proposed in TIP.
 - iv. Evaluation process for identifying successes and hindrances to the process and implementation of projects.
2. TTCI staff will coordinate and engage all TTCI transportation/transit agencies, technical advisors, local units of government, stakeholders and the public for inclusiveness, consensus building and transparency within the TIP process.
3. TTCI staff in conjunction with Community Development staff will hold public input sessions with the intent of obtaining information for the MPO and the development or updating of required planning documents.
4. TTCI staff will incorporate the list of prioritized projects created prior to TIP.
5. TTCI staff will collect, manage, share and utilize the best available information and data for the development and maintenance of the TIP.
6. TTCI staff will manage the tasks outlined in the Scope of Work, ensuring that all timeline requirements for updates to the current adopted TIP and the development of the upcoming TIP are met throughout the duration of this UWP. The staff will also detail the specific steps necessary for the completion of these activities in the fiscal year 2027 UWP.
7. TTCI staff will log successes and hindrances for improvement of the plan development process for consecutive versions of the TIP to be developed/revised in later years.

Page left intentionally blank

Task 6.0 Long-Term Planning

Long-Term Planning Budget				
	FHWA PL112 & FTA 5303	TTCI	Local	PL Funding (2.5% of CPG)
Source	\$21,186.16		\$4,697.97	\$4,879.00
Expenditures		\$25,884.13		
Staff Time (percentage)		12%		

Policy

The Metropolitan Transportation Plan (MTP) provides a long-range vision for transportation, typically extending 20 years or more, with certain transportation alternatives potentially requiring decades to realize. The initial MTP for the TTCI MPO has been completed, setting the foundation for future transportation planning in the region.

The MTP development process included significant communication, coordination, data collection, public input, and review. It involved the identification of transportation alternatives, prioritization of projects, and assessment of financial support and funding avenues. Detailed project specifics were outlined, and strategies were developed, establishing a framework for ongoing regular reviews and updates of the plan.

Moving forward, additional planning efforts will continue throughout FY 2027 and beyond to refine and update the long-range transportation vision. These efforts will focus on specific transportation modes or alternatives, and new policies will be developed as needed to guide these processes. TTCI staff will oversee these activities, with policies subject to approval by the MPO Policy Board.

Coordination

TTCI's Metropolitan Transportation Plan (MTP) was completed and adopted in June 2025, fulfilling all applicable state and federal requirements within

the initial three-year planning period. Throughout that process, TTCI established strong coordination with federal, state, and local partners, including transportation and transit agencies, local governments, and regional stakeholders. These collaborative relationships will continue to guide the next phase of long-range planning efforts.

From FY 2027 through FY 2030, TTCI will conduct targeted planning activities, data collection, and analysis to support the next update of the Metropolitan Transportation Plan (MTP). These efforts will focus on key planning areas including Complete Networks, Economic Vitality, and Safety, and will be carried out in coordination with federal, state, and local partners.

Planning activities will include analysis of multimodal transportation systems, including non-motorized infrastructure such as trails and sidewalks, public transit accessibility, and the integration of emerging transportation technologies to improve system connectivity and efficiency. TTCI will also evaluate transportation needs in relation to existing and anticipated residential and commercial development patterns, while assessing system performance and travel behavior—including the impacts of seasonal tourism and fluctuating population patterns on congestion, travel demand, and network efficiency. These efforts will incorporate industry best practices, including multimodal strategies and traffic management approaches, to support a more resilient and responsive transportation system.

All activities will emphasize data-driven decision-making, stakeholder engagement, and coordination with regional planning efforts to inform future investment priorities and policy direction.

Policy Board and Technical Committee Engagement

As with other processes undertaken by the TTCI Staff at the direction of the Policy Board, both membership of the policy board and technical committee shall be actively engaged throughout the process. The scope and timeline shall set tasks with meetings denoted for update, review and feedback on specific steps of the process by members of the Policy Board and Technical Committee. The appointment of a MTP ad hoc committee by the Policy Board is recommended for more established participation within the process.

Data Integration and Public Input

Support for the plan strategies is borne of data and public input gathered by TTCI staff and Community Development Staff. Data integration is a high priority of each and every planning process undertaken by the MPO, which also is to include sufficient public input to meet a pure level of transparency and information sharing to the public realm. Cross-reference of data is encouraged across planning documents, creating a network of connectivity from one process to the next. All information, data and input presented within the plan and supporting documents shall be concise and easily interpreted for the reader.

Coordinated Planning Activities

Through the year of this Unified Work Program multiple planning processes, data collection activities and public engagement opportunities will commence. Each of the activities has future

needs for continuous review and revision, which cumulates with updated plans, public input, and data management and collection methods.

Continual coordination of processes within the TTCI MPO, the Community Development Department and with other agencies, local units of government and partners will limit duplicative tasks, create efficiencies and lead to overall stronger support structure for all entities planning activities. Engagement activities outlined within areas of this document will initiate and lead to establishment of coordinated planning activities.

Metropolitan Transportation Plan Development

The adopted MTP was developed in accordance with the approved Scope of Work and in collaboration with federal, state, and local partners. The plan addresses the region's diverse transportation assets, varying physical conditions, sensitive environmental contexts, and the evolving needs of residents and visitors. These challenges are further shaped by growing demands for safety, congestion mitigation, and the need to address the effects of climate change. The MTP presents multimodal strategies that respond to these issues and offers alternatives to meet transportation needs throughout the Metropolitan Planning Area (MPA).

As part of the initial MTP development, TTCI collaborated with MDOT's Statewide and Urban Travel Analysis (SUTA) team to initiate the creation of a regional travel demand model. This work included review and committee approval of the base year and forecast-year socioeconomic and employment assumptions, as well as refinements to the road network and traffic analysis zones. The model will be monitored, maintained, and refined in coordination with MDOT to support future planning efforts, including targeted planning activities analysis and scenario testing.

The MTP includes a financial plan that demonstrates how recommended investments can be implemented within a fiscally constrained framework. It identifies expected public and private funding sources and recommends potential financing strategies to address identified needs. Prioritization of investments across all modes and facility types is central to the plan, ensuring that resources are allocated effectively and equitably. As the regional landscape continues to evolve, TTCI will revise and adapt the scope of work for future planning activities as needed, using the most current data and best practices.

Future targeted planning activities between FY 2027 and FY 2030 will serve as building blocks for the next MTP update. These efforts will be structured to include opportunities for evaluation, refinement, and integration, and will culminate in a comprehensive update that reflects both community priorities and technical analysis. Public engagement and Policy Board adoption will be integral to each phase of the process.

Additional Planning Processes

Processes are likely be undertaken in successive years under the umbrella of the TTCI MPO, these are likely to include focused transportation planning efforts to include but not limited to those outlined herein.

Transit Planning

BATA has recently completed its "BATA Next Wave Transit Plan (Oct. 2023)". The plan horizon is 5-10 years out, during this time the TTCI MPO may work in conjunction with BATA on other transit related planning processes, whether that be gathering public input, data collection, specific infrastructure related planning or assisting with updates to the current transportation plan. TTCI will coordinate with BATA in consideration of transit asset management targets and transit agency safety targets.

Non-motorized and Pedestrian Planning

The North Region Active Transportation Plan, completed in early 2025, established a comprehensive set of strategies for improving non-motorized transportation across the Northern Lower Peninsula. This plan will serve as a foundation for continued efforts to develop complete networks that enhance regional connectivity and multimodal transportation options.

Freight Planning

In 2020 the “Northwest Michigan Freight Plan” was developed by Community Development Staff. The freight plan can be augmented in coming years through additional data collection and more focused planning and analysis within the MPA.

TTCI MPA Benchmarks

A benchmark document which provides baseline demographic information for the civil divisions within the MPA will be updated regularly.

Performance Based Planning

TTCI will make efforts to coordinate and work with MDOT to incorporate Federal Transportation Performance Measure and performance-based planning requirements, with a product of TTCI being support and approval of relevant TPM targets, and the establishment of a performance-based planning process.

2.5% PL Funding

The 2.5% PL funding, totaling \$5,074.25, will be used to support targeted planning activities that promote safe, accessible, and efficient travel options across all transportation modes. Planning efforts will focus on data collection, analysis, and coordination to support development of the FY 2030 Metropolitan Transportation Plan (MTP).

- Proposed activities for FY 2027 and beyond include:
Developing data-driven insights and monitoring tools to evaluate transportation system performance and support future decision-making.
- Conducting planning and analysis activities related to Complete Networks, Economic Vitality, and Safety, with an emphasis on

multimodal connectivity, regional development patterns, and transportation safety outcomes.

- Evaluating transportation system impacts associated with seasonal tourism and fluctuating population patterns, including effects on travel demand, network performance, and infrastructure needs.
- Engaging with local governments, transit agencies, and regional partners to coordinate planning efforts aligned with regional priorities and anticipated growth.
- Providing technical assistance, data support, and training opportunities to local agencies and stakeholders to strengthen regional planning capacity.

As part of ongoing long-range planning efforts, TTCI will conduct focused research and data collection activities between FY 2027 and FY 2030 to support development of the FY 2030 MTP. Rather than developing formal sub-plans, these efforts will inform key planning areas, including:

Complete Networks – Focused on improving multimodal connectivity and accessibility across the transportation system, including consideration of seasonal travel patterns and tourism-related impacts on network performance.

Economic Vitality – Focused on aligning transportation planning with existing and anticipated development patterns, including areas with approved or planned residential and commercial growth.

Safety – Focused on analyzing crash data, identifying high-risk locations, and coordinating with local agencies to support data-driven safety improvements and project prioritization.

Task 6.0 Processes and Deliverables

1. Planning Framework and Policy Support
 - i. Establish frameworks, timelines, and engagement strategies for targeted planning activities aligned with the region's transportation goals.
 - ii. Define planning requirements and objectives to ensure consistency with federal and state guidance and regional priorities.
 - iii. Coordinate long-range planning activities with other regional and non-MPO planning initiatives to ensure integration and consistency.
 - iv. Identify and prioritize transportation needs and strategies based on data, system performance, and stakeholder input.
 - v. Develop an evaluation process to measure the effectiveness of planning strategies and inform the FY 2030 MTP.
2. Partner and Stakeholder Engagement
3. Coordinate with TTCI member communities, transportation and transit agencies, technical advisors, and other stakeholders to ensure an inclusive and transparent planning process.
4. Facilitate public input sessions in collaboration with Community Development staff to gather input for targeted planning activities and future MTP development and ensure community needs are reflected.
5. Update the Public Participation Plan (PPP) based on lessons learned and feedback received through recent planning activities.
6. Data Collection and Analysis
7. Collect, manage, and share current transportation, demographic, land use, environmental, and safety data to support planning analysis and development of the FY 2030 MTP.
8. Coordinate strategies for data collection and analysis in support of system performance monitoring and future plan development.
9. Travel Demand Model Coordination
 - i. Continue collaboration with MDOT and TTCI committees to review and update Travel Demand Model (TDM) elements.
 - ii. Monitor and refine the TDM to reflect evolving conditions and support system analysis.
 - iii. Augment Freight Plan as additional data is made available.
10. Program Monitoring and Capacity Building
11. Utilize Michigan's 2.5% PL funding to develop data-driven insights and a monitoring system that tracks the effectiveness of planning initiatives.
12. Support planning activities related to Complete Networks, including multimodal connectivity and consideration of seasonal travel patterns and tourism impacts.
13. Provide training, updates, and technical assistance to local agencies and partners to support implementation and build capacity around TTCI initiatives.
14. Track successes and challenges in the planning process to improve methodologies and support future updates to long-range planning documents.

Appendix A

Cost Allocation Plan
Effective 10/01/2024

COST ALLOCATION PLAN **Effective 10/1/2024**

The Northwest Michigan Council of Governments (COG) dba Networks Northwest is a consortium of ten county governments and was formed under the Urban Cooperation Act of 1967. Member counties include Antrim, Benzie, Charlevoix, Emmet, Grand Traverse, Kalkaska, Leelanau, Manistee, Missaukee and Wexford. By definition under the Urban Cooperation Act of 1967, Networks Northwest is considered a governmental subdivision in the State of Michigan.

The mission of Networks Northwest is to further the purposes of federally and state-funded employment and training programs, and to fulfill the locally-determined functions of a regional planning commission in accordance with State laws providing for the formation of regional planning commissions.

Networks Northwest is financially supported by a combination of many different sources: federal, state, and local public funds, plus private foundations and contributions. The annual budget runs between \$7 million and \$17 million per fiscal year, and can vary widely. In addition, Networks Northwest's budget at the end of a fiscal year never looks the same as it did at the beginning of a fiscal year. Consequently a flexible cost allocation method which will account for varying start and end dates for a wide variety of grants and contracts, plus a variation in spending amounts within any given grant or contract within the same fiscal year, is a necessity. Also, Networks Northwest requires a cost allocation system that would account for the fact that some of Networks Northwest's functions involve products, objectives and/or outcomes differing drastically from those common to the employment and training community. The cost allocation method described in this document allows for easy monthly adjustments, allows for efficiency in application since data sources and allocation steps are minimized, and accommodates a multitude of programs, functions and funding sources.

Networks Northwest will not use an indirect cost rate. All costs incurred by Networks Northwest will either be direct costs or actual indirect costs generated from the general ledger cost centers detailed in this cost allocation plan. Net cumulative expenses for the cost centers will be shared among multiple funds and charged to each fund via the monthly application of this cost allocation plan.

The methodology described in this plan will be effective as of October 1, 2024 and will remain in effect until subsequently modified. Annually, before the beginning of the new fiscal year, this plan will be reviewed and a determination will be made as to whether it should be modified. However, such modification may not occur in the middle of a fiscal year; modifications may only occur at the start of a new fiscal year. At a minimum, each fiscal year this plan will be modified to include, as an attachment, the most current chart of accounts.

Networks Northwest will establish eight cost objectives (or cost centers) that will be directly charged under the cost allocation plan. The following cost centers will be maintained through the use of different department numbers under GL fund number 106:

- "COG Operating Expenses" (Dept. 750.000) includes building rent, utilities, insurance, lease of equipment used by all funding sources, company vehicles used by all funds, purchase of supplies used by all funds, telephones and internet. These are the most basic activities required by all Networks Northwest staff in the performance of their duties.

- "Public Information" (Dept. 775.000) includes staff and other costs associated with maintaining Networks Northwest website, maintaining Networks Northwest Intranet, production of Networks Northwest newsletter and its distribution via email to board members, staff, partners and businesses, producing news releases, producing brochures or fliers for program outreach or informational purposes, documenting program activities (including video production), and completing other types of tasks as required.
- "Secretarial" (Dept. 761.000) includes all costs associated with the provision of secretarial services to all funding sources including receptionist duties, answering the telephone, completing mailings, taking board minutes, completing word processing tasks, and performing other miscellaneous duties as required.
- "Accounting and Payroll" (Dept. 760.000) includes all costs associated with the provision of accounting and payroll services for all funding sources including payroll, accounts payable, receiving and depositing funds, audits, and performing other miscellaneous duties as required.
- "Overall Administration" (Dept. 770.000) includes all costs associated with the administration of all funding sources including supervision of programmatic staff, secretarial and accounting staff, and staffing Networks Northwest governing board.
- "Infrastructure Support" (Dept. 780.000) includes all costs associated with providing technical support to staff including technology training, acquisition, installation and configuration of hardware and software, maintenance of hardware and software, provision of a "help desk" for computer systems and applications, MIS and contract support, and performing other miscellaneous duties as required.
- "Employment and Training Administration" (Dept. 785.000) includes all costs associated with the administration of only employment and training funding sources including procurement of service delivery providers, representing the organization at state and federal levels, managing and overseeing the employment and training delivery structure and operations, and employment and training program planning. These tasks are required for each employment and training program for which Networks Northwest receives funds.
- "Employment and Training Program" (Dept. 787.000) includes all costs related to the direct provision of employment and training programs including service delivery staff training, providing the supplies and tools necessary for service delivery to employment and training program participants and employers, coordinating field-based service delivery with one-stop partners, troubleshooting program delivery problems, maintenance and dissemination of service delivery manuals and reference tools, program development and monitoring, and performing other miscellaneous duties as required. All job seeker and job provider employment and training programs will be delivered through the Northwest Michigan Works! Service Centers.

Monthly, the net expenses (from the trial balance, total expense debits minus total expense credits) in these cost centers will be allocated in the following order:

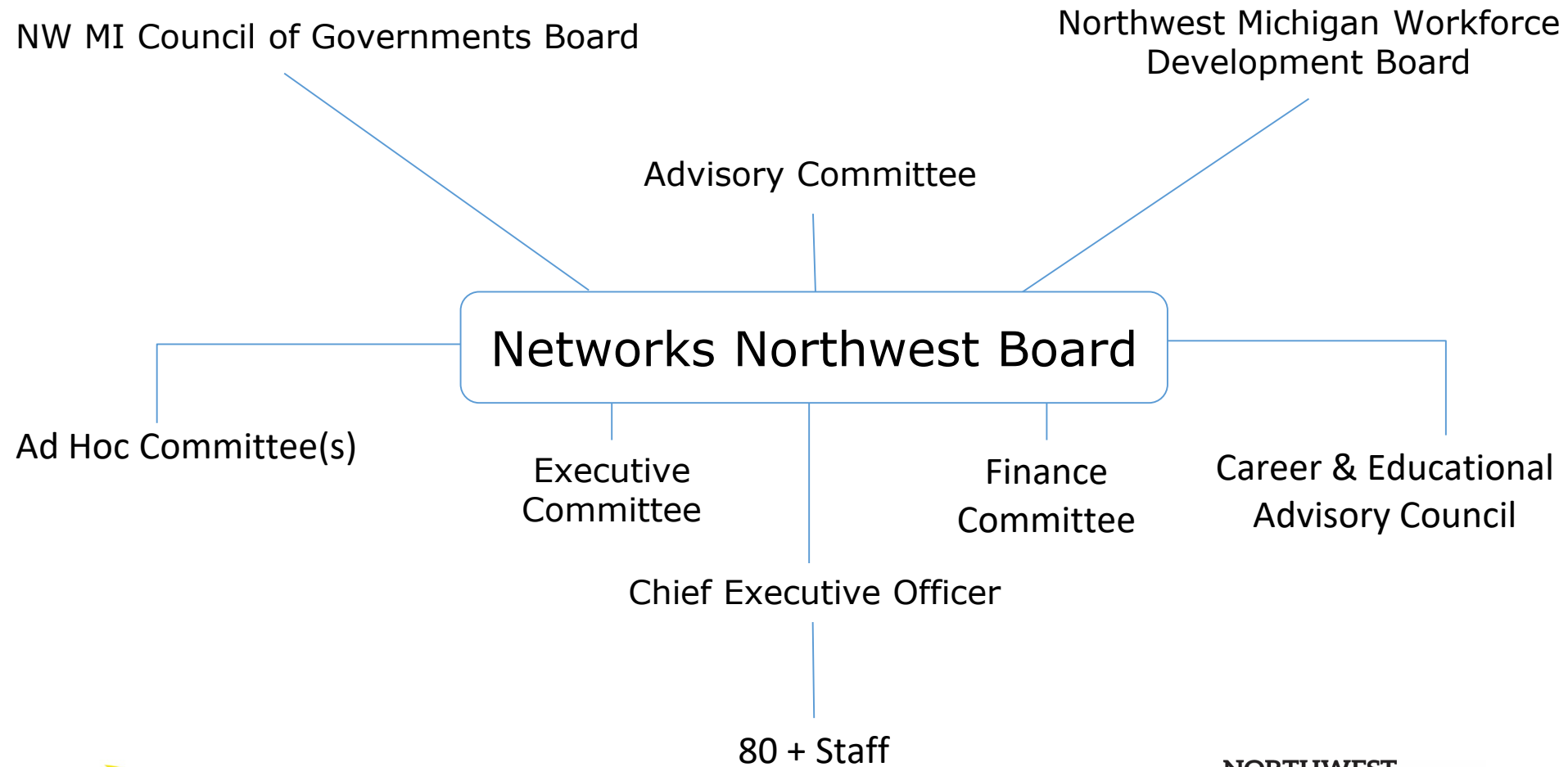
1. "COG Operating Expenses" and "Secretarial" costs will be allocated to each COG fund under activity code 754.000 based on its prorated share of personal compensation expenses for the month.
2. "Accounting and Payroll" and "Overall Administration" costs will be allocated to each COG fund under activity code 763.000 based on its prorated share of program expenses for the month. That portion of the "Accounting and Payroll" and "Overall Administrative" costs which are allocable to employment and training programs will be allocated to the "Employment and Training Administration" cost center.
3. "Public Information" costs will be allocated to each Networks Northwest fund under activity code 775.000 based on its prorated share of program expenses for the month.
4. "Employment and Training Program" will be allocated to each Networks Northwest employment and training fund under activity code 787.000 based on its prorated share of program expenses for the month.
5. "Infrastructure Support" will be allocated to each Networks Northwest fund under activity code 780.000 by department based on its prorated share of program expenses for the month.
6. "Employment and Training Administration" will be allocated to each Networks Northwest employment and training fund under activity code 799.002 based on its prorated share of program expenses for the month. In addition to employment and training administration expenses incurred directly by Networks Northwest, expenses for administration costs of any contractors with contracts including administration and covering more than one employment and training funded program will be booked into this fund and subsequently allocated.

Amounts to be allocated will be derived from Networks Northwest Trial Balance and Monthly Expenditure Report for the month. These reports shall be attached as backup to the computer-based spreadsheets used to complete the allocation process. The computer-based spreadsheets will be used to make appropriate General Ledger Journal entries. Both the General Ledger Journal entries and the computer-based spreadsheets with backup will be filed with all other Networks Northwest accounting records for the fiscal year.

Allocation of Costs Charged to Carry-in Funding:

The MWA will use the most current subrecipient reported expenditures as an allocation base to report cost categories for carry-in funds.

Governance



CERTIFICATE OF COST ALLOCATION PLAN

This is to certify that I have reviewed the cost allocation plan submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this proposal to establish cost allocations or billings for fiscal years starting FY 2007 (and continuing until amended) are allowable in accordance with the requirements of 2 CFR Part 200 and the Federal award(s) to which they apply. Unallowable costs have been adjusted for in allocating costs as indicated in the cost allocation plan.

(2) All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the awards to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently.

I declare that the foregoing is true and correct.

Governmental Unit: Northwest Michigan Council of Governments dba Networks Northwest

Signature: 

Name of Official: Darla Rowland

Title: Chief Financial Officer

Date of Execution: 10/1/2024



Memorandum

DATE: April 8, 2026

TO: Traverse Transportation Coordinating Initiative Policy Board

FROM: Barry Hicks, AICP, MPO Program Manager

SUBJECT: **FY 2026 Safe Streets and Roads for All (SS4A) Planning Grant Opportunity**

The purpose of this memo is to provide an overview of the FY 2026 Safe Streets and Roads for All (SS4A) grant opportunity and to request authorization for TTCI staff to prepare and submit a grant application for a regional Comprehensive Safety Action Plan.

The SS4A program provides competitive funding to support local and regional efforts to reduce roadway fatalities and serious injuries, with approximately \$305 million available nationally in FY 2026 for planning and demonstration grants.

TTCI currently does not have a standalone, region-wide safety action plan that identifies high-risk locations, establishes a coordinated Safe System Approach, and prioritizes data-driven safety investments. Developing a regional Safety Action Plan would provide a unified framework for improving safety across jurisdictions and strengthen coordination among partner agencies. Because TTCI's transportation system functions as a connected regional network, addressing safety effectively requires coordination across jurisdictions rather than isolated efforts. While a completed plan may enhance competitiveness for future funding opportunities as programs evolve, its primary value is that it provides a data-driven framework to guide safety investments and decision-making across the region.

TTCI's member jurisdictions function as a connected regional system, where residents regularly travel across community boundaries for work, school, shopping, and recreation. This effort will take a coordinated, region-wide approach to safety, improving shared understanding of regional safety needs and coordination of investments, while also strengthening the region's position to pursue funding opportunities if they become available.

Proposed Application – Draft Scope of Services

The proposed scope of work below reflects the core components of a Comprehensive Safety Action Plan (CSAP) and aligns with SS4A program requirements. TTCI will develop a regional CSAP consistent with SS4A program requirements. The scope of work will include the following key tasks:

- Project Management and Coordination: Establish project schedule; coordinate with TTCI committees and partner agencies; manage consultant services as needed
- Data Collection and Safety Analysis: Analyze multi-year crash data; identify trends and systemic risks; develop a High-Injury Network (HIN)
- Stakeholder and Public Engagement: Conduct outreach with agencies, stakeholders, and the public; incorporate local input
- Policy and Practice Review: Evaluate existing policies, standards, and practices to identify safety improvements

- Project and Strategy Development: Identify and prioritize safety projects and strategies aligned with the Safe System Approach
- Implementation Framework and Final Plan: Define implementation actions, performance measures, and prepare a final adoption-ready plan

TTCI staff propose submitting an application for a Planning Grant to develop a regional Comprehensive Safety Action Plan.

Estimated Grant Request

TTCI staff are considering a scalable application approach, with a request ranging from approximately \$200,000 to \$400,000 in federal funding, depending on final scope.

- Federal Request: Approximately \$200,000 – \$400,000
- Local Match (20%): Approximately \$50,000 – \$100,000 total

A lower funding level would focus on core plan development elements, while a higher funding level would allow for expanded analysis, engagement, and project identification.

Project Duration

- Approximately 24–36 months (target: ~30 months)
- Anticipated start: 2027, following federal award and grant agreement execution

Why This Level of Funding is Needed

The estimated project cost reflects the level of effort required to develop a meaningful, data-driven, and implementation-ready regional safety plan.

Major cost components include:

- Data Analysis and Mapping: Development of a High-Injury Network and identification of systemic safety risks across the region
- Public and Stakeholder Engagement: Surveys, workshops, and coordination with partner agencies over the duration of the project
- Project Identification and Prioritization: Development of a list of prioritized safety projects and strategies based on data and stakeholder input
- Plan Development and Documentation: Preparation of a final, adoption-ready plan with supporting maps, graphics, and analysis
- Consultant Support: Targeted use of engineering and safety expertise not available in-house

TTCI staff would complete a significant portion of the work, helping to reduce overall costs while ensuring local knowledge and coordination.

Overall, this approach leverages approximately \$400,000 in federal funding to develop a regional safety plan with a relatively modest local contribution. This coordinated approach allows all partner agencies to benefit from a shared regional analysis that would be difficult to replicate individually.

Local Match Requirement

SS4A requires a minimum 20% non-federal match, which may be provided through a combination of cash and in-kind contributions. This match is not required upfront and can be distributed over the duration of the project, allowing costs to be aligned with the timing of project activities and expenditures.

Networks Northwest has committed to contributing up to 50% of the required local match, not to exceed \$50,000. This significantly reduces the financial burden on TTCI partner agencies.

Under a \$400,000 federal request (requiring a \$100,000 total match):

- Networks Northwest Contribution: \$50,000
- Partner Contribution (combined): \$50,000

TTCI staff propose distributing the partner portion of the match equally among the 15 partner agencies:

Fiscal Year	Total Match	Approx. Cost per Partner
FY 2027 (partial year)	\$10,000	~\$667
FY 2028	\$20,000	~\$1,333
FY 2029	\$20,000	~\$1,333
Total	\$50,000	~\$3,333 per partner

Due to timing of the federal award, the first year may require a separate invoice, with subsequent years incorporated into TTCI’s annual dues billing as a separate line item.

Timeline

Milestone	Estimated Timing
Application Deadline	May 26, 2026
Award Announcement	Fall 2026
Project Start	Mid–Late 2027
Project Completion	2029–2030

Staffing Approach

TTCI staff would lead the majority of the planning effort, including data analysis, GIS mapping, stakeholder engagement, and plan development. Targeted consultant support would be used to supplement in-house capabilities, particularly for specialized engineering and safety analysis.

Program Resources:

More information about the Safe Streets and Roads for All (SS4A) Grant Program can be found here:

- Safe Streets and Roads for All (SS4A) Grant Program
<https://www.transportation.gov/grants/SS4A>
- Comprehensive Safety Action Plans (Overview and 7 Components)
<https://www.transportation.gov/grants/ss4a/comprehensive-safety-action-plans>

Summary

The SS4A program presents an opportunity to develop a coordinated, data-driven safety investment strategy for the TTCI region while leveraging significant federal funding. Even independent of future funding, this plan provides a practical framework to guide safety investments and decision-making across the region. While SS4A is currently authorized through 2026 and future programs will depend on federal reauthorization, safety remains a national priority, and a completed plan will position TTCI and its partners to compete for future funding opportunities as they emerge.

Due to the May 26, 2026 application deadline and the current TTCI meeting schedule, April represents the most practical opportunity for the Technical Committee and Policy Board to consider and authorize submission of an application.

Technical Committee –Motion from April 2, 2026:

Stricker moved, supported by Cole, to recommend that the TTCI Policy Board authorize staff to prepare and submit an application for the FY 2026 Safe Streets and Roads for All (SS4A) Planning Grant.

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

Suggested Motion – Policy Board

Motion to approve the Resolution of Support for submission of an application for the FY 2026 Safe Streets and Roads for All (SS4A) Planning Grant, including a local match commitment not to exceed \$100,000, and to authorize TTCI staff to prepare, finalize, and submit the application.

Attached: Safe Streets for All Grant Application Resolution

A Resolution of the Traverse Transportation Coordinating Initiative (TTCI) Policy Board Supporting the Submission of a Safe Streets and Roads for All (SS4A) Planning Grant Application

WHEREAS, the Traverse Transportation Coordinating Initiative (TTCI) is the designated Metropolitan Planning Organization (MPO) for the Traverse City urbanized area and is responsible for regional transportation planning and coordination; and

WHEREAS, the safety of all roadway users, including motorists, pedestrians, bicyclists, and transit users, is a top priority for the TTCI region; and

WHEREAS, the Safe Streets and Roads for All (SS4A) provides funding to support the development of Comprehensive Safety Action Plans and the implementation of projects that reduce roadway fatalities and serious injuries; and

WHEREAS, TTCI does not currently have a comprehensive, data-driven Safety Action Plan that systematically identifies high-risk locations and prioritizes safety investments across the region; and

WHEREAS, the development of a Comprehensive Safety Action Plan will provide a coordinated, data-driven framework to improve roadway safety, strengthen regional collaboration, and guide future transportation investments; and

WHEREAS, TTCI will coordinate with local jurisdictions, transportation agencies, public safety partners, and community stakeholders throughout the development of the Safety Action Plan; and

NOW THEREFORE BE IT RESOLVED, the TTCI Policy Board supports the submission of a Planning and Demonstration grant application under the Safe Streets and Roads for All (SS4A) program to develop a Comprehensive Safety Action Plan for the TTCI region;

BE IT FURTHER RESOLVED, the TTCI Policy Board authorizes TTCI staff to prepare and submit the SS4A grant application, including making minor modifications as necessary to meet program requirements;

BE IT FURTHER RESOLVED, the TTCI Policy Board commits to supporting the development, review, and adoption of the Safety Action Plan, in coordination with regional partners and stakeholders;

BE IT FURTHER RESOLVED, the TTCI Policy Board recognizes the importance of implementing strategies and projects identified in the Safety Action Plan, as funding becomes available;

This resolution adopted at a meeting of the TCCI Policy Board at their regular meeting scheduled on April 15th, 2026.

Brendan Mullane, Chair
Traverse Transportation Coordinating Initiative

04/15/2026

Date