



---

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

---

## **TTCI Technical Committee Agenda**

### **Thursday April 10<sup>th</sup>, 2025 at 1:30 PM**

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

**Or via zoom at:**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/81442290096>

Meeting ID: 814 4229 0096

- 1) Introductions and Roll Call of Voting Members (See **attached, Page 2**)
- 2) Review Draft Meeting Minutes from March 13<sup>th</sup>, 2025 (See **attached, Pages 3-6**)
- 3) Public comment
- 4) Presentation – Travel Demand Modeling Results (Daniela Khavajian, MDOT)
- 5) New Jobs/ Change Requests – BATA Transit Project Forms (See **attached, Pages 7-22**)
- 6) Continuing Business
  - a) Draft FY 26 UWP Review (See **attached, Pages 23-74**)
  - b) Draft FY 26-29 TIP Review (See **attached, Pages 75-117**)
- 7) Public comment
- 8) Member Comments/Discussion of future agenda items
- 9) Next Meeting: May 8<sup>th</sup>, 2025 at 1:30 PM
- 10) 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 TECHNICAL COMMITTEE VOTING MEMBERS						
Name	Title	Organization	Email	Phone	Officers	Voting Member
Maxwell Gierman	Transportation Planner	MDOT	<a href="mailto:GiermanM@michigan.gov">GiermanM@michigan.gov</a>			Yes
Angelica Scott	Project Engineer	GTCCRC	<a href="mailto:ascott@gtccrc.org">ascott@gtccrc.org</a>	231-922-4848	Vice Chair	Yes
Craig Brown	Engineer	LCRC	<a href="mailto:cbrown@leelanauroads.org">cbrown@leelanauroads.org</a>	231-271-3993		Yes
Maxwell Cameron	Community Development Coordinator	Grand Traverse County	<a href="mailto:mcameron@gtcountymi.gov">mcameron@gtcountymi.gov</a>	231-645-9336		Yes
Richard Lewis	Leelanau County Administrator	Leelanau County	<a href="mailto:rlewis@leelanau.gov">rlewis@leelanau.gov</a>	231-256-8100		Yes
Lindsey Wolf	Planning & Zoning Administrator	Acme Township	<a href="mailto:zoning@acmetownship.org">zoning@acmetownship.org</a>	231-938-1350	Treasurer	Yes
Steve Patmore	Zoning Administrator	Bingham Township	<a href="mailto:zoningadmin@suttonsbaytwp.com">zoningadmin@suttonsbaytwp.com</a>			Yes
Nicole Blonshine	Supervisor	Blair Township	<a href="mailto:supervisor@blairtownshipmi.gov">supervisor@blairtownshipmi.gov</a>	231-276-9263		Yes
Claire Karner	Director of Planning & Zoning	East Bay Township	<a href="mailto:ckarner@eastbaytwp.org">ckarner@eastbaytwp.org</a>	231.947.8681 x2		Yes
Sarah Clarren	Planner/Zoning Administrator	Elmwood Township	<a href="mailto:planner@elmwoodmi.gov">planner@elmwoodmi.gov</a>	231-946-0921		Yes
John Sych	Planning Director	Garfield Township	<a href="mailto:jsych@garfield-twp.com">jsych@garfield-twp.com</a>	231-225-3155	Chair	Yes
Andy Marek	Treasurer	Green Lake Township	<a href="mailto:treasurer@greenlaketownship.org">treasurer@greenlaketownship.org</a>			Yes
Cody Stricker	Township Planner	Long Lake Township	<a href="mailto:planner@longlaketownship.com">planner@longlaketownship.com</a>	231-946-2249		Yes
Vacant		Peninsula Township	<a href="mailto:planner@peninsulatownship.com">planner@peninsulatownship.com</a>	231-223-7314		Yes
Bill Clark	Transportation Planner	BATA	<a href="mailto:clarkw@bata.net">clarkw@bata.net</a>	231-933-5534		Yes
Shawn Winter	City Planner	Traverse City	<a href="mailto:swinter@traversecitymi.gov">swinter@traversecitymi.gov</a>	231-922-4465	Secretary	Yes
TTCI TECHNICAL COMMITTEE ALTERNATE VOTING MEMBERS						
Name	Title	Organization	Email	Phone	Officers	Voting Member
Heidi Phaneuf	North Region Planner	MDOT	<a href="mailto:PhaneufH@michigan.gov">PhaneufH@michigan.gov</a>	231-340-0326		Yes #1
Krista Phillips	MDOT TC TSC Operations Engineer	MDOT	<a href="mailto:phillipsk7@michigan.gov">phillipsk7@michigan.gov</a>	989-245-2173		Yes #2
Luke Walters	MPO Program Manager	MDOT	<a href="mailto:WaltersL3@michigan.gov">WaltersL3@michigan.gov</a>	517-331-2233		Yes
Gregg Bird	Emergency Management Coordinator	Grand Traverse County	<a href="mailto:gbird@gtcountymi.gov">gbird@gtcountymi.gov</a>	231-590-2373		Yes
Brendan Mullane	Managing Director	LCRC	<a href="mailto:bmullane@leelanauroads.org">bmullane@leelanauroads.org</a>	231-271-3993		Yes
Lynette Wolfgang	Clerk	Blair Township	<a href="mailto:clerk@blairtownship.org">clerk@blairtownship.org</a>	231-276-9263		Yes
Steve Hannon	Deputy Planning Director	Garfield Township	<a href="mailto:shannon@garfield-twp.com">shannon@garfield-twp.com</a>	231-225-3156		Yes
Bill Vandercook	Zoning Administrator	East Bay Township	<a href="mailto:zoning@eastbaytwp.org">zoning@eastbaytwp.org</a>	231.947.8681 x3		Yes
Eric Lingaur	Communications and Business Development Director	BATA	<a href="mailto:lingaure@bata.net">lingaure@bata.net</a>	231-941-2324		Yes
Zach Cole	Civil Engineer 1	Traverse City	<a href="mailto:zcole@traversecitymi.gov">zcole@traversecitymi.gov</a>	231-922 4492		Yes #1
Anne Pagano	Civil Engineer	Traverse City	<a href="mailto:apagano@traversecitymi.gov">apagano@traversecitymi.gov</a>	231-922 4455		Yes #2
Tracey Bartlett	Treasurer	East Bay Township	<a href="mailto:tbartlett@eastbaytwp.org">tbartlett@eastbaytwp.org</a>	231-947-8647		Yes
TTCI TECHNICAL COMMITTEE COMMUNITY PARTNERS						
Name	Title	Organization	Email	Phone	Officers	Voting Member
Kyle Kobylski	LAP Engineer	MDOT	<a href="mailto:Kobylskik@michigan.gov">Kobylskik@michigan.gov</a>	231-340-3541		No
Daniela Khavajian	Statewide and Urban Travel Analysis Section (SUTA)- MDOT	MDOT	<a href="mailto:KhavajianD@michigan.gov">KhavajianD@michigan.gov</a>	517-388-4060		No
Katie Beck	Supervisor, Urban Travel Analysis Unit	MDOT	<a href="mailto:beckk1@michigan.gov">beckk1@michigan.gov</a>			No
Alex Simonetti	MDOT-Office of Passenger Transportation - Project Manager	MDOT	<a href="mailto:SimonettiA@michigan.gov">SimonettiA@michigan.gov</a>			No
Dan Wagner	TC TSC Manager	MDOT	<a href="mailto:wagnerD2@michigan.gov">wagnerD2@michigan.gov</a>	231-340-9295		No
James Johnson	TSC Construction Engineer	MDOT	<a href="mailto:johnsonJ114@michigan.gov">johnsonJ114@michigan.gov</a>			No
Valerie Shultz	RPM North Unit Manager	MDOT	<a href="mailto:ShultzV@michigan.gov">ShultzV@michigan.gov</a>			No
Christina Nicholaides	Planning and Environmental Specialist	FHWA	<a href="mailto:c.nicholaides@dot.gov">c.nicholaides@dot.gov</a>			No
Troy Hinds	Manager	BCRC	<a href="mailto:brcrmanager@benzieroad.net">brcrmanager@benzieroad.net</a>	231-325-3051 X 207		No
Rob Kalbfleisch	Land & Roads Management Director	Grand Traverse Band of Ottawa and Chippewa	<a href="mailto:Rob.Kalbfleisch@gtb-nsn.gov">Rob.Kalbfleisch@gtb-nsn.gov</a>	231-534-7716		No
Kevin Klein	Airport Manager	Cherry Capital Airport	<a href="mailto:admin@tvairport.com, kevin.klein@tvairport.com">admin@tvairport.com, kevin.klein@tvairport.com</a>			No
Bob Nelesen	Airpor Engineer	Cherry Capital Airport	<a href="mailto:bob.nelesen@tvairport.com">bob.nelesen@tvairport.com</a>			No
Mark Bishop	Airport Finance Director	Cherry Capital Airport	<a href="mailto:mark.bishop@tvairport.com">mark.bishop@tvairport.com</a>			No
Carolyn Ulstad	Transportation Program Manager	Groundwork	<a href="mailto:carolyn.ulstad@groundworkcenter.org">carolyn.ulstad@groundworkcenter.org</a>	231-941-6584 x710		No
Troy Kierczynski	VP of Finance and Administration	Northwestern Michigan College	<a href="mailto:tkierczynski@nmc.edu">tkierczynski@nmc.edu</a>	231-995-1147		No
Elizabeth Calcutt	TART Trails Representative	TART	<a href="mailto:elizabeth@traversetrails.org">elizabeth@traversetrails.org</a>			No
Chris Kushman	TART Trails Representative	TART	<a href="mailto:ckushman@traversetrails.org">ckushman@traversetrails.org</a>			No
Christine Thomas	Assistant Superintendent of Finance and Operations	TCAPS	<a href="mailto:thomasch@tcaps.net">thomasch@tcaps.net</a>	231-933-1730		No
Camille Hoisington	Director of Ecosystem Development	Traverse Connect	<a href="mailto:Camille.Hoisington@traverseconnect.com">Camille.Hoisington@traverseconnect.com</a>			No
Warren Call	Executive Director	Traverse Connect	<a href="mailto:warren.call@traverseconnect.com">warren.call@traverseconnect.com</a>			No

# Traverse Transportation Coordinating Initiative (TTCI)

---

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

---

## **TTCI Technical Committee Meeting**

**Thursday, March 13, 2025 at 1:30pm**

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

**DRAFT – MEETING MINUTES - DRAFT**

### **Call to Order**

The Vice Chair called the meeting to order at 1:32 pm on Thursday, March 13th, 2025.

### **1) Introduction/Roll Call of Voting Members**

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

**Present:**

Cody Stricker (Long Lake Twp.); John Sych (Garfield Twp.); Maxwell Cameron (GT County); Shawn Winter (Traverse City); Angelica Scott (GT County Road Commission); Claire Karner (East Bay Twp.); Lindsey Wolf (Acme Twp.); Max Gierman (MDOT);

**Others present:**

Barry Hicks (NN); Emma Kelly (NN); Rob Carson (NN); Ben DuBois (MDOT); Rick Venner (Cherry Capital Cycling Club); Richard Robbins (GT Safe Street Alliance); Wayne Shoonover (OHM Advisors); Fern Spence (GT County); Ben Dubois (MDOT); Chris Elliott (GTCRC)

**Online:** Lynette Wolfgang (Blair Twp.), Sarah Clarren (Elmwood Twp.); Carolyn Ulstad (Groundwork); Christina Nicholaides (FHWA); Daniela Khavajian (MDOT); Bill Clark (BATA)

### **2) Approval of Agenda and Meeting Minutes for December 19th, 2024 (action requested)**

J. Sych asked if there needed to be any changes to the agenda and/or meeting minutes for December 19th, 2024.

*Motion: C. Stricker moved, supported by S. Winter, to approve the TTCI Technical Committee Meeting Minutes for December 19th, 2024.*

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

### **3) Public Comment**

The floor was open for public comment; Safe Street Alliance was introduced which emphasized the Alliance's focus on safe, non-motorized transportation corridors.

#### 4) New Business

##### A) TIP, MTP and UPWP Document Creation and Review

The committee discussed the creation and review process for the Transportation Improvement Program (TIP), Metropolitan Transportation Plan (MTP), and Unified Planning Work Program (UPWP), providing an overview of timelines and deliverables. They raised concerns about uncertainties around funding and potential policy changes, particularly regarding federal funding, including formula grants, discretionary grants, and environmental justice requirements.

The committee also provided input on key priorities for the MTP, such as complete streets, intelligent transportation systems, and resilience to extreme weather, as well as specific project needs like the M-72 corridor and the Tarte Trail. The importance of coordinating regional transportation planning across jurisdictions and addressing challenges from high-density development was emphasized.

Additionally, the committee highlighted the importance of securing funding for these initiatives. The technical committee is currently in the process of drafting the TIP as a three to four-year outlook of transportation projects, while also developing the UPWP with a focus on comprehensive community engagement, detailed mapping and analysis of transportation needs, emerging transportation technologies, connectivity challenges between jurisdictions, and innovative funding mechanisms. They aim to have all documents prepared and potentially approved by the end of June, with ongoing opportunities for public input and review. The approach emphasizes flexibility and a forward-thinking strategy to adapt to changing transportation landscapes and community needs.

##### B) MTP Goal Setting

- Biking and Walking Infrastructure
- New IT Infrastructure
- Lindsey Wolf (Acme Twp.)
  - Concern raised about excessive crashes between 5 Mile Road and Grand Traverse Resort.
  - Emphasis on integrating "Complete Streets" principles.
  - The Place-Making Plan is already in place.
  - TC-Charlevoix Trail discussed.
  - M-72: Proposed addition of an extra lane at the M-72 and US-31 intersection.
  - Addressed safety concerns at the M-72 and Bates intersection, a high-risk area for tourists.
- Claire Karner (East Bay Twp.)
  - Focus on Complete Streets & Economic and Land-Use integration.
  - Land Use should be a driving factor in transportation system development.
  - Coordination efforts with County and MDOT are ongoing.
  - Challenges in funding coordination.
  - Beach District Plan addresses Complete Network concepts.
  - Advocacy for mode-shift (diverse transportation options).
  - The community's top request: Snowplowing for trails and sidewalks in the Beach District.
  - Concern about providing safe access for vulnerable users.
- Shawn Winter (Traverse City)

- Development of a conceptual non-motorized map for the urbanized area to aid coordination of connections across the community.
- Proposed shift from using the term "Complete Streets" to "Complete Networks" to better reflect current goals.
- Suggested linking funding to the concept of Complete Networks.
- Concern raised about developers bearing disproportionate costs, particularly "last in" developments.
- Opportunity to differentiate and innovate compared to other MPOs.
- Shift in construction focus from new builds to rehabilitation due to cost constraints.
- Discussion about the region's perception of trails primarily as recreational rather than transportation assets.
- Emphasis on regional resilience and the need for alternative routes in the case of accidents.
- Discussed the broader impact of transportation decisions, including carbon offset, climate, and land-use implications.
- Richard Robbins (GT Safe Street Alliance)
  - Focus on trail development for biking and multi-modal transportation.
  - Coordination efforts between townships, counties, and cities for seamless connections.
  - Planning around both North-South and East-West corridors.
  - Nordic countries serve as examples of implementing year-round transportation corridors.
  - Vancouver, Canada, recognized as an example of integrating all-year trails and transportation routes.
  - Trails should be primary transportation routes year-round.
- Rick Venner (Cherry Capital Cycling Club)
  - Discussion on the potential for e-bikes to make previously inaccessible routes passable, especially for hilly areas.
  - Support for reduced restrictions to promote e-bike use.
- John Sych (Garfield Twp.)
  - Referenced the Master Street Plan mentioned in MI Planning Enabling Legislation.
  - Emphasized the importance of connectivity through private developments.
  - Discussion on the connection from Zimmerman to Heritage Road—close to completion but not finalized.
  - Active transportation is included in the Master Plan and mandated through zoning, with additional trails provided by the township.
  - Access management improvements discussed for S. Airport and Silver Lake; potential partnership with East Bay to extend improvements to Three Mile.
  - Corridor Improvement Authority (CIA) as a potential funding mechanism.
  - Collaborating with MDOT on a study to look at the US-31 corridor as a boulevard rather than a highway.
  - Land Use: Developers are attracted to areas with existing infrastructure and utilities, and higher-density development offers a better return on investment.
  - Resilience concerns: Potential issues at the S. Airport Crossing over the Boardman River due to high traffic and the delayed Hartman/Hammond Bridge project. Related considerations such as wetlands, floodplains, and storm water management were noted. These factors are being reviewed not only for maintaining reliable transportation networks, but also for ensuring broader infrastructure resilience in the event of disruptions.

- Cody Stricker (Long Lake Twp.)
  - The adopted Master Plan aims to create "village centers" that reduce traffic on major corridors.
  - Focus on lower-speed village centers as part of the plan.
  - Economic and land-use considerations are a priority in their execution of village center plans.
- Bill Clark (BATA)
  - Emphasized the importance of incorporating transit into planning from the start, rather than retrofitting it later.
- Daniela Khavajian (MDOT)
  - The Travel Demand Model (TDM) was discussed as a valuable forecasting tool for transportation planning.
  - MDOT is currently developing this model for the MPO area to support planning processes by providing insights into travel patterns, traffic volumes, and key data sets that can help identify the area's needs and priorities.
  - TDM can predict how changes in the network might affect traffic patterns and behaviors.

Other Updates:

- MAP - Transportation Planning Task Force: Claire is involved, and Shawn inquired about updates.
- Shawn mentioned that construction on Grandview Parkway will begin next Friday.

## 5) Public Comment

Fern Spence thanked the committee for their efforts and mentioned that she invited Safe Street Alliance today, in turn they get to tell community members to take the survey that is out.

## 6) Member Comments

## 8) Adjourn

Meeting Adjourned at 2:47 pm.

Sincerely,

Emma Kelly  
Administrative Specialist

<u>JobNumber</u>	<u>Job Description</u>	<u>Program</u>	<u>JobNet Update</u>	<u>Updates to JobNet - See 1481 or 1797 Form</u>
224053	FY2025 BATA 1481 Form GTC - 5307 Operating	5307	Y	JobNet Reads as for 2026 when this is for 2025 / <b>Scheduled Obligation Should Be 09/30/2025</b>
224115	FY2025 BATA 1481 Form GTC - 5339 - CTF Bus and Bus Facilities	5339	Y	Funding Amount Update / Work Description Update
<b>CREATE NEW JN</b>	FY2026 BATA 1481 Form GTC - 5339 - CTF Bus and Bus Facilities	5339	Y	<b>ADD New Job</b>
224132	FY2027 BATA 1481 Form GTC - 5339 - CTF Bus and Bus Facilities	5339	Y	Funding Amount Update / Work Description Update
<b>CREATE NEW JN</b>	FY2028 BATA 1481 Form GTC - 5339 - CTF Bus and Bus Facilities	5339	Y	<b>ADD New Job</b>
224152	FY2029 BATA 1481 Form GTC - 5339 - CTF Bus and Bus Facilities	5339	Y	Funding Amount Update / Work Description Update
214807	FY2026 BATA 1797 Form GTC - 5311 Transit-STIP-Rural-Flex -STL - Transit Capital - Bus Purchase	Note - These forms have been submitted through <b>RTFs</b> 1797 instead of 1481 to avoid duplication of jobs	Y	Updated 1797 form to include SP Code in Detail Job Description Line
223717	FY2027 BATA 1797 Form GTC - 5311 Transit-STIP-Rural-Flex -STL - Transit Capital - Bus Purchase		Y	Updated 1797 form to include SP Code in Detail Job Description Line
223719	FY2028 BATA 1797 Form GTC - 5311 Transit-STIP-Rural-Flex -STL - Transit Capital - Bus Purchase		Y	Updated 1797 form to include SP Code in Detail Job Description Line
223722	FY2029 BATA 1797 Form GTC - 5311 Transit-STIP-Rural-Flex -STL - Transit Capital - Bus Purchase		Y	Updated 1797 form to include SP Code in Detail Job Description Line
214836	FY2026 BATA 1797 Form LC - 5311 Transit-STIP-Rural-Flex -STL - Transit Capital - Bus Purchase		Y	Updated 1797 form to include SP Code in Detail Job Description Line / <b>Needs to Read Leelanau</b>
223718	FY2027 BATA 1797 Form LC - 5311 Transit-STIP-Rural-Flex -STL - Transit Capital - Bus Purchase		Y	Updated 1797 form to include SP Code in Detail Job Description Line
223721	FY2028 BATA 1797 Form LC - 5311 Transit-STIP-Rural-Flex -STL - Transit Capital - Bus Purchase		Y	Updated 1797 form to include SP Code in Detail Job Description Line
223723	FY2029 BATA 1797 Form LC - 5311 Transit-STIP-Rural-Flex -STL - Transit Capital - Bus Purchase		Y	Updated 1797 form to include SP Code in Detail Job Description Line

**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.**

<b>NEW PROJECT</b> <input checked="" type="checkbox"/> <b>OR</b> <b>PROJECT CHANGE</b> <input type="checkbox"/>		<b>IF YES, INCLUDE JOB NUMBER</b>	<b>JOB NUMBER</b>
<b>FISCAL YEAR</b> 2025	<b>COUNTY</b> Grand Traverse	<b>TRANSIT AGENCY - LEGAL NAME</b> Bay Area Transportation Authority	
<b>AGENCY ADDRESS</b> 1340 Hammond Rd W		<b>CITY</b> Traverse City	<b>ZIP CODE</b> 49686
<b>JOB TYPE: MULTI-MODAL</b>		<b>TEMPLATE: TRANSIT</b>	<b>BOUNDARIES: STATEWIDE</b>
<b>MODE: TRANSIT</b>		<b>JOB PHASE: NON-INFRASTRUCTURE (NI)</b>	
<b>MAJOR ROUTE: Transit Operating</b>		<b>LOCATION (Report): AREAWIDE</b>	<b>FUNDS FLEXED TO FTA: No</b>

**TRANSIT PROJECT DESCRIPTION**

<b>PHASE FINANCIAL SYSTEM</b> 5307 - CTF Urbanized Formula					<b>DESCRIPTION OF OTHER FUNDING TYPE</b>
<b>DESCRIPTION</b>	<b>FEDERAL</b>	<b>STATE</b>	<b>LOCAL</b>	<b>TOTAL</b>	<b>SCOPE CODE/SP CODE</b>
Operating	\$2,135,656	\$2,135,656	\$0	\$4,271,312	3000 - Operating Assistance
<b>WORK DESCRIPTION</b>					
Select an Item				\$0	Select an Item
<b>WORK DESCRIPTION</b>					
Select an Item				\$0	Select an Item
<b>WORK DESCRIPTION</b>					
Select an Item				\$0	Select an Item
<b>WORK DESCRIPTION</b>					
Select an Item				\$0	Select an Item
<b>WORK DESCRIPTION</b>					
<b>GRAND TOTAL</b>				\$4,271,312	

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.

<b>TRANSIT FLEX CATEGORY</b> ( <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	<b>GPA TYPE</b> Not applicable
---	-----------------------------------


**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.

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

**BUDGET**

1) FEDERAL:	\$2,135,656	SUBTOTAL:	\$4,271,312
2) STATE:	\$2,135,656	4) Other Local Funding ( <i>Not part of match</i> ):	
3) LOCAL ( <i>Part of match</i> ):	\$0	<b>TOTAL JOB COST:</b>	\$4,271,312

<b>SUBMITTED BY</b> ( <i>Please print</i> ) Chris Davis	<b>TITLE</b> Interim Executive Director	<b>DATE</b> 02/11/2025
<b>SIGNATURE</b> 		<b>PHONE NUMBER</b> (231) 778-1036

**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.**

<b>NEW PROJECT</b> <b>OR</b> <b>PROJECT CHANGE</b>		IF YES, INCLUDE JOB NUMBER	<b>JOB NUMBER</b>	
			CHANGE TYPE FY                      COST                      SCOPE SUSPENDED                      ABANDONED	
FISCAL YEAR		COUNTY	TRANSIT AGENCY - LEGAL NAME	
AGENCY ADDRESS		CITY	ZIP CODE	
JOB TYPE: MULTI-MODAL		TEMPLATE: TRANSIT	BOUNDARIES: STATEWIDE	
MODE: TRANSIT		JOB PHASE: NON-INFRASTRUCTURE (NI)		
MAJOR ROUTE:		LOCATION (Report): AREAWIDE	FUNDS FLEXED TO FTA:	

**TRANSIT PROJECT DESCRIPTION**

PHASE FINANCIAL SYSTEM					DESCRIPTION OF OTHER FUNDING TYPE	
DESCRIPTION	FEDERAL	STATE	LOCAL	TOTAL	SCOPE CODE/SP CODE	
WORK DESCRIPTION						
WORK DESCRIPTION						
WORK DESCRIPTION						
WORK DESCRIPTION						
WORK DESCRIPTION						
WORK DESCRIPTION						
<b>GRAND TOTAL</b>						

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

TRANSIT FLEX CATEGORY ( <i>Only need to complete if funds are flexed to FTA and selection is based on the type of Transit Agency</i> )		GPA TYPE
MDOT OBLIGATION Yes - (1) If the agency applies for funds (Except for Urban Operating) directly to FTA, and if there is a state match <u>or</u> if OPT applies for the funds directly to FTA (2) 100% state jobs. No - (1) Urban Operating jobs (2) If the agency applies directly to FTA for funding, and there is <u>no</u> state match.		
OPT PROJECT MANAGER NAME		ATTACHMENTS:      Yes      No ( <i>Must attach MDOT Form 1481</i> )

**BUDGET**

1) FEDERAL:	SUBTOTAL:	
2) STATE:	4) Other Local Funding ( <i>Not part of match</i> ):	
3) LOCAL ( <i>Part of match</i> ):	<b>TOTAL JOB COST:</b>	
SUBMITTED BY ( <i>Please print</i> )	TITLE	DATE
SIGNATURE		PHONE NUMBER





**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.**

<b>NEW PROJECT</b> <b>OR</b> <b>PROJECT CHANGE</b>		IF YES, INCLUDE JOB NUMBER	<b>JOB NUMBER</b>	
			<b>CHANGE TYPE</b> FY                      COST                      SCOPE SUSPENDED                      ABANDONED	
FISCAL YEAR	COUNTY	TRANSIT AGENCY - LEGAL NAME		
AGENCY ADDRESS		CITY	ZIP CODE	
<b>JOB TYPE:</b> MULTI-MODAL		<b>TEMPLATE:</b> TRANSIT	<b>BOUNDARIES:</b> STATEWIDE	
<b>MODE:</b> TRANSIT		<b>JOB PHASE:</b> NON-INFRASTRUCTURE (NI)		
<b>MAJOR ROUTE:</b>		<b>LOCATION (Report):</b> AREAWIDE	<b>FUNDS FLEXED TO FTA:</b>	

**TRANSIT PROJECT DESCRIPTION**

PHASE FINANCIAL SYSTEM					DESCRIPTION OF OTHER FUNDING TYPE
<b>DESCRIPTION</b>	<b>FEDERAL</b>	<b>STATE</b>	<b>LOCAL</b>	<b>TOTAL</b>	<b>SCOPE CODE/SP CODE</b>
WORK DESCRIPTION					
WORK DESCRIPTION					
WORK DESCRIPTION					
WORK DESCRIPTION					
WORK DESCRIPTION					
<b>GRAND TOTAL</b>					

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

TRANSIT FLEX CATEGORY ( <i>Only need to complete if funds are flexed to FTA and selection is based on the type of Transit Agency</i> )	GPA TYPE
MDOT OBLIGATION Yes - (1) If the agency applies for funds (Except for Urban Operating) directly to FTA, and if there is a state match <u>or</u> if OPT applies for the funds directly to FTA (2) 100% state jobs. No - (1) Urban Operating jobs (2) If the agency applies directly to FTA for funding, and there is <u>no</u> state match.	
OPT PROJECT MANAGER NAME	ATTACHMENTS:      Yes      No ( <i>Must attach MDOT Form 1481</i> )

**BUDGET**

1) FEDERAL:	SUBTOTAL:	
2) STATE:	4) Other Local Funding ( <i>Not part of match</i> ):	
3) LOCAL ( <i>Part of match</i> ):	<b>TOTAL JOB COST:</b>	
SUBMITTED BY ( <i>Please print</i> )	TITLE	DATE
SIGNATURE		PHONE NUMBER





## RURAL TASK FORCE DATA SHEET TRANSIT JOB

**INSTRUCTIONS:** Submit completed form to the Rural Task Force and  
a copy to your OPT Project Manager for each job.

### ALL ITEMS MUST BE COMPLETED

NEW JOB <input type="checkbox"/> OR JOB CHANGE <input checked="" type="checkbox"/>		JOB NUMBER 214807	CHANGE TYPE <input type="checkbox"/> FY <input type="checkbox"/> COST <input checked="" type="checkbox"/> SCOPE <input type="checkbox"/> MULTIPLE WORK DESCRIPTION <input type="checkbox"/> DELETE <input type="checkbox"/> MOVE TO ILLUSTRATIVE	
FISCAL YEAR 2026	COUNTY Grand Traverse	TRANSIT AGENCY - LEGAL NAME Bay Area Transportation Authority		
AGENCY ADDRESS 1340 Hammond Rd. W		CITY Traverse City	ZIP CODE 49686	

### REMINDERS FOR RPA JOB PROGRAMMING

JOB TYPE MULTIMODAL	MODE TRANSIT	JOB PHASE NON-INFRASTRUCTURE (NI)
TEMPLATE TRANSIT - STIP - RURAL - FLEX	TEMPLATE BOUNDARY Benzie, Grand Traverse, Leelanau [10c]	
MAJOR ROUTE REPORT TRANSIT CAPITAL	PHASE FINANCIAL SYSTEM STL	LOCATION REPORT AREA WIDE

Scheduled obligation date is the last day in September of the fiscal year. Scheduled end date is obligation date plus three years.  
Choose Transit Capital GPA.

SCOPE CODE Scope code pick list here	TRANSIT FLEX CATEGORY <input type="checkbox"/> 5310 <input checked="" type="checkbox"/> 5311	MDOT OBLIGATION YES
---	---	------------------------

### JOB COST

1) STBG	\$	72,200
2) STATE CTF	\$	18,050
3) LOCAL FUNDING (Part of 20% match)	\$	
SUBTOTAL	\$	90,250
4) OTHER LOCAL FUNDING (Not part of 20% match)	\$	
TOTAL JOB COST:	\$	90,250

JOB DESCRIPTION (REPORT)  
Bus Purchase

### DETAILED SCOPE CODES AND/OR JOB DESCRIPTIONS

If multiple scope codes are used, select "Multiple Scope Codes" in the "Scope Code" drop-down box. If multiple types of items are being purchased/replaced, select "Multiple Work Descriptions" in the "Job Description (Report)" drop-down box. If multiple scope codes and/or job descriptions are used, the agency must specify the scope code, job description, detailed work description, and dollar amount for each listed project.

SP1101 - <30Ft Replacement Bus

OPT PROJECT MANAGER NAME  
Alex Simonetti

SUBMITTED BY (Please print)  
Chris Davis

TITLE  
Interim Executive Director

DATE  
4/2/25

SIGNATURE  


PHONE NUMBER  
(231) 778-1036

## RURAL TASK FORCE DATA SHEET TRANSIT JOB

INSTRUCTIONS: Submit completed form to the Rural Task Force and  
a copy to your OPT Project Manager for each job.

### ALL ITEMS MUST BE COMPLETED

NEW JOB <input type="checkbox"/> OR JOB CHANGE <input checked="" type="checkbox"/>		JOB NUMBER 223717	CHANGE TYPE <input type="checkbox"/> FY <input type="checkbox"/> COST <input checked="" type="checkbox"/> SCOPE <input type="checkbox"/> MULTIPLE WORK DESCRIPTION <input type="checkbox"/> DELETE <input type="checkbox"/> MOVE TO ILLUSTRATIVE	
FISCAL YEAR 2027	COUNTY Grand Traverse	TRANSIT AGENCY - LEGAL NAME Bay Area Transportation Authority		
AGENCY ADDRESS 1340 Hammond Rd. W		CITY Traverse City	ZIP CODE 49686	

### REMINDERS FOR RPA JOB PROGRAMMING

JOB TYPE MULTIMODAL	MODE TRANSIT	JOB PHASE NON-INFRASTRUCTURE (NI)
TEMPLATE TRANSIT - STIP - RURAL - FLEX	TEMPLATE BOUNDARY Benzie, Grand Traverse, Leelanau [10c]	
MAJOR ROUTE REPORT TRANSIT CAPITAL	PHASE FINANCIAL SYSTEM STL	LOCATION REPORT AREA WIDE

Scheduled obligation date is the last day in September of the fiscal year. Scheduled end date is obligation date plus three years.  
Choose Transit Capital GPA.

SCOPE CODE Scope code pick list here	TRANSIT FLEX CATEGORY <input type="checkbox"/> 5310 <input checked="" type="checkbox"/> 5311	MDOT OBLIGATION YES
---	---	------------------------

### JOB COST

1) STBG	\$	73,700
2) STATE CTF	\$	18,425
3) LOCAL FUNDING (Part of 20% match)	\$	
SUBTOTAL	\$	92,125
4) OTHER LOCAL FUNDING (Not part of 20% match)	\$	
TOTAL JOB COST:	\$	92,125

### JOB DESCRIPTION (REPORT)

Bus Purchase

### DETAILED SCOPE CODES AND/OR JOB DESCRIPTIONS

If multiple scope codes are used, select "Multiple Scope Codes" in the "Scope Code" drop-down box. If multiple types of items are being purchased/replaced, select "Multiple Work Descriptions" in the "Job Description (Report)" drop-down box. If multiple scope codes and/or job descriptions are used, the agency must specify the scope code, job description, detailed work description, and dollar amount for each listed project.

SP1101 - <30Ft Replacement Bus

OPT PROJECT MANAGER NAME

Alex Simonetti

SUBMITTED BY (Please print)

Chris Davis

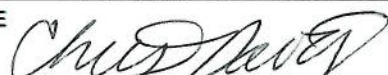
TITLE

Interim Executive Director

DATE

7/2/25

SIGNATURE



PHONE NUMBER

(231) 778-1036

## RURAL TASK FORCE DATA SHEET TRANSIT JOB

**INSTRUCTIONS:** Submit completed form to the Rural Task Force and  
a copy to your OPT Project Manager for each job.

### ALL ITEMS MUST BE COMPLETED

NEW JOB <input type="checkbox"/> OR JOB CHANGE <input checked="" type="checkbox"/>		JOB NUMBER 223722	CHANGE TYPE <input type="checkbox"/> FY <input type="checkbox"/> COST <input checked="" type="checkbox"/> SCOPE <input type="checkbox"/> MULTIPLE WORK DESCRIPTION <input type="checkbox"/> DELETE <input type="checkbox"/> MOVE TO ILLUSTRATIVE	
FISCAL YEAR 2029	COUNTY Grand Traverse	TRANSIT AGENCY - LEGAL NAME Bay Area Transportation Authority		
AGENCY ADDRESS 1340 Hammond Rd. W		CITY Traverse City	ZIP CODE 49686	

### REMINDERS FOR RPA JOB PROGRAMMING

JOB TYPE MULTIMODAL	MODE TRANSIT	JOB PHASE NON-INFRASTRUCTURE (NI)
TEMPLATE TRANSIT - STIP - RURAL - FLEX	TEMPLATE BOUNDARY Benzie, Grand Traverse, Leelanau [10c]	
MAJOR ROUTE REPORT TRANSIT CAPITAL	PHASE FINANCIAL SYSTEM STL	LOCATION REPORT AREA WIDE

Scheduled obligation date is the last day in September of the fiscal year. Scheduled end date is obligation date plus three years.  
Choose Transit Capital GPA.

SCOPE CODE Scope code pick list here	TRANSIT FLEX CATEGORY <input type="checkbox"/> 5310 <input checked="" type="checkbox"/> 5311	MDOT OBLIGATION YES
---	---	------------------------

### JOB COST

1) STBG	\$	76,800
2) STATE CTF	\$	19,200
3) LOCAL FUNDING (Part of 20% match)	\$	
SUBTOTAL	\$	96,000
4) OTHER LOCAL FUNDING (Not part of 20% match)	\$	
TOTAL JOB COST:	\$	96,000

JOB DESCRIPTION (REPORT)  
Bus Purchase

### DETAILED SCOPE CODES AND/OR JOB DESCRIPTIONS

If multiple scope codes are used, select "Multiple Scope Codes" in the "Scope Code" drop-down box. If multiple types of items are being purchased/replaced, select "Multiple Work Descriptions" in the "Job Description (Report)" drop-down box. If multiple scope codes and/or job descriptions are used, the agency must specify the scope code, job description, detailed work description, and dollar amount for each listed project.


SP1101 - <30Ft Replacement Bus

OPT PROJECT MANAGER NAME  
Alex Simonetti

SUBMITTED BY (Please print)  
Chris Davis

TITLE  
Interim Executive Director

DATE  
4/2/25

SIGNATURE  


PHONE NUMBER  
(231) 778-1036

## RURAL TASK FORCE DATA SHEET TRANSIT JOB

**INSTRUCTIONS:** Submit completed form to the Rural Task Force and  
a copy to your OPT Project Manager for each job.

### ALL ITEMS MUST BE COMPLETED

NEW JOB <input type="checkbox"/> OR JOB CHANGE <input checked="" type="checkbox"/>		JOB NUMBER 223719	CHANGE TYPE <input type="checkbox"/> FY <input type="checkbox"/> COST <input checked="" type="checkbox"/> SCOPE <input type="checkbox"/> MULTIPLE WORK DESCRIPTION <input type="checkbox"/> DELETE <input type="checkbox"/> MOVE TO ILLUSTRATIVE	
FISCAL YEAR 2028	COUNTY Grand Traverse	TRANSIT AGENCY - LEGAL NAME Bay Area Transportation Authority		
AGENCY ADDRESS 1340 Hammond Rd. W		CITY Traverse City	ZIP CODE 49686	

### REMINDERS FOR RPA JOB PROGRAMMING

JOB TYPE MULTIMODAL	MODE TRANSIT	JOB PHASE NON-INFRASTRUCTURE (NI)
TEMPLATE TRANSIT - STIP - RURAL - FLEX	TEMPLATE BOUNDARY Benzie, Grand Traverse, Leelanau [10c]	
MAJOR ROUTE REPORT TRANSIT CAPITAL	PHASE FINANCIAL SYSTEM STL	LOCATION REPORT AREA WIDE

Scheduled obligation date is the last day in September of the fiscal year. Scheduled end date is obligation date plus three years.  
Choose Transit Capital GPA.

SCOPE CODE Scope code pick list here	TRANSIT FLEX CATEGORY <input type="checkbox"/> 5310 <input checked="" type="checkbox"/> 5311	MDOT OBLIGATION YES
---	---	------------------------

### JOB COST

1) STBG	\$	75,200
2) STATE CTF	\$	18,800
3) LOCAL FUNDING (Part of 20% match)	\$	
SUBTOTAL	\$	94,000
4) OTHER LOCAL FUNDING (Not part of 20% match)	\$	
TOTAL JOB COST:	\$	94,000

JOB DESCRIPTION (REPORT)  
Bus Purchase

### DETAILED SCOPE CODES AND/OR JOB DESCRIPTIONS

If multiple scope codes are used, select "Multiple Scope Codes" in the "Scope Code" drop-down box. If multiple types of items are being purchased/replaced, select "Multiple Work Descriptions" in the "Job Description (Report)" drop-down box. If multiple scope codes and/or job descriptions are used, the agency must specify the scope code, job description, detailed work description, and dollar amount for each listed project.

SP1101 - <30Ft Replacement Bus

OPT PROJECT MANAGER NAME  
Alex Simonetti

SUBMITTED BY (Please print)  
Chris Davis

TITLE  
Interim Executive Director

DATE  
4/2/25

SIGNATURE



PHONE NUMBER

(231) 778-1036

## RURAL TASK FORCE DATA SHEET TRANSIT JOB

INSTRUCTIONS: Submit completed form to the Rural Task Force and  
a copy to your OPT Project Manager for each job.

### ALL ITEMS MUST BE COMPLETED

NEW JOB <input type="checkbox"/> OR JOB CHANGE <input checked="" type="checkbox"/>		JOB NUMBER 214836	CHANGE TYPE <input type="checkbox"/> FY <input type="checkbox"/> COST <input checked="" type="checkbox"/> SCOPE <input type="checkbox"/> MULTIPLE WORK DESCRIPTION <input type="checkbox"/> DELETE <input type="checkbox"/> MOVE TO ILLUSTRATIVE	
FISCAL YEAR 2026	COUNTY Leelanau	TRANSIT AGENCY - LEGAL NAME Bay Area Transportation Authority		
AGENCY ADDRESS 1340 Hammond Rd. W		CITY Traverse City	ZIP CODE 49686	

### REMINDERS FOR RPA JOB PROGRAMMING

JOB TYPE MULTIMODAL	MODE TRANSIT	JOB PHASE NON-INFRASTRUCTURE (NI)
TEMPLATE TRANSIT - STIP - RURAL - FLEX	TEMPLATE BOUNDARY Benzie, Grand Traverse, Leelanau [10c]	
MAJOR ROUTE REPORT TRANSIT CAPITAL	PHASE FINANCIAL SYSTEM STL	LOCATION REPORT AREA WIDE

Scheduled obligation date is the last day in September of the fiscal year. Scheduled end date is obligation date plus three years.  
Choose Transit Capital GPA.

SCOPE CODE Scope code pick list here	TRANSIT FLEX CATEGORY <input type="checkbox"/> 5310 <input checked="" type="checkbox"/> 5311	MDOT OBLIGATION YES
---	---	------------------------

### JOB COST

1) STBG	\$	48,900
2) STATE CTF	\$	12,225
3) LOCAL FUNDING (Part of 20% match)	\$	
SUBTOTAL	\$	61,125
4) OTHER LOCAL FUNDING (Not part of 20% match)	\$	
TOTAL JOB COST:	\$	61,125

JOB DESCRIPTION (REPORT)  
Bus Purchase

### DETAILED SCOPE CODES AND/OR JOB DESCRIPTIONS

If multiple scope codes are used, select "Multiple Scope Codes" in the "Scope Code" drop-down box. If multiple types of items are being purchased/replaced, select "Multiple Work Descriptions" in the "Job Description (Report)" drop-down box. If multiple scope codes and/or job descriptions are used, the agency must specify the scope code, job description, detailed work description, and dollar amount for each listed project.

SP1101 - <30Ft Replacement Bus

OPT PROJECT MANAGER NAME  
Alex Simonetti

SUBMITTED BY (Please print)  
Chris Davis

TITLE  
Interim Executive Director

DATE  
4/2/25

SIGNATURE



PHONE NUMBER  
(231) 778-1036

## RURAL TASK FORCE DATA SHEET TRANSIT JOB

**INSTRUCTIONS:** Submit completed form to the Rural Task Force and  
a copy to your OPT Project Manager for each job.

### ALL ITEMS MUST BE COMPLETED

NEW JOB <input type="checkbox"/> OR JOB CHANGE <input checked="" type="checkbox"/>		JOB NUMBER 223718	CHANGE TYPE <input type="checkbox"/> FY <input type="checkbox"/> COST <input checked="" type="checkbox"/> SCOPE <input type="checkbox"/> MULTIPLE WORK DESCRIPTION <input type="checkbox"/> DELETE <input type="checkbox"/> MOVE TO ILLUSTRATIVE	
FISCAL YEAR 2027	COUNTY Leelanau	TRANSIT AGENCY - LEGAL NAME Bay Area Transportation Authority		
AGENCY ADDRESS 1340 Hammond Rd. W		CITY Traverse City	ZIP CODE 49686	

### REMINDERS FOR RPA JOB PROGRAMMING

JOB TYPE MULTIMODAL	MODE TRANSIT	JOB PHASE NON-INFRASTRUCTURE (NI)
TEMPLATE TRANSIT - STIP - RURAL - FLEX	TEMPLATE BOUNDARY Benzie, Grand Traverse, Leelanau [10c]	
MAJOR ROUTE REPORT TRANSIT CAPITAL	PHASE FINANCIAL SYSTEM STL	LOCATION REPORT AREA WIDE

Scheduled obligation date is the last day in September of the fiscal year. Scheduled end date is obligation date plus three years.  
Choose Transit Capital GPA.

SCOPE CODE Scope code pick list here	TRANSIT FLEX CATEGORY <input type="checkbox"/> 5310 <input checked="" type="checkbox"/> 5311	MDOT OBLIGATION YES
---	---	------------------------

### JOB COST

1) STBG	\$	50,000
2) STATE CTF	\$	12,500
3) LOCAL FUNDING (Part of 20% match)	\$	
SUBTOTAL	\$	62,500
4) OTHER LOCAL FUNDING (Not part of 20% match)	\$	
TOTAL JOB COST:	\$	62,500

JOB DESCRIPTION (REPORT)  
Bus Purchase

### DETAILED SCOPE CODES AND/OR JOB DESCRIPTIONS

If multiple scope codes are used, select "Multiple Scope Codes" in the "Scope Code" drop-down box. If multiple types of items are being purchased/replaced, select "Multiple Work Descriptions" in the "Job Description (Report)" drop-down box. If multiple scope codes and/or job descriptions are used, the agency must specify the scope code, job description, detailed work description, and dollar amount for each listed project.

SP1101 - <30Ft Replacement Bus

OPT PROJECT MANAGER NAME  
Alex Simonetti

SUBMITTED BY (Please print)  
Chris Davis

TITLE  
Interim Executive Director

DATE  
4/2/25

SIGNATURE



PHONE NUMBER

(231) 778-1036

## RURAL TASK FORCE DATA SHEET TRANSIT JOB

**INSTRUCTIONS:** Submit completed form to the Rural Task Force and  
a copy to your OPT Project Manager for each job.

### ALL ITEMS MUST BE COMPLETED

NEW JOB <input type="checkbox"/> OR JOB CHANGE <input checked="" type="checkbox"/>		JOB NUMBER 223721	CHANGE TYPE <input type="checkbox"/> FY <input type="checkbox"/> COST <input checked="" type="checkbox"/> SCOPE <input type="checkbox"/> MULTIPLE WORK DESCRIPTION <input type="checkbox"/> DELETE <input type="checkbox"/> MOVE TO ILLUSTRATIVE	
FISCAL YEAR 2028	COUNTY Leelanau	TRANSIT AGENCY - LEGAL NAME Bay Area Transportation Authority		
AGENCY ADDRESS 1340 Hammond Rd. W		CITY Traverse City	ZIP CODE 49686	

### REMINDERS FOR RPA JOB PROGRAMMING

JOB TYPE MULTIMODAL	MODE TRANSIT	JOB PHASE NON-INFRASTRUCTURE (NI)
TEMPLATE TRANSIT - STIP - RURAL - FLEX	TEMPLATE BOUNDARY Benzie, Grand Traverse, Leelanau [10c]	
MAJOR ROUTE REPORT TRANSIT CAPITAL	PHASE FINANCIAL SYSTEM STL	LOCATION REPORT AREA WIDE

Scheduled obligation date is the last day in September of the fiscal year. Scheduled end date is obligation date plus three years.  
Choose Transit Capital GPA.

SCOPE CODE Scope code pick list here	TRANSIT FLEX CATEGORY <input type="checkbox"/> 5310 <input checked="" type="checkbox"/> 5311	MDOT OBLIGATION YES
---	---	------------------------

### JOB COST

1) STBG	\$	51,000
2) STATE CTF	\$	12,750
3) LOCAL FUNDING (Part of 20% match)	\$	
SUBTOTAL	\$	63,750
4) OTHER LOCAL FUNDING (Not part of 20% match)	\$	
TOTAL JOB COST:	\$	63,750

JOB DESCRIPTION (REPORT)  
Bus Purchase

### DETAILED SCOPE CODES AND/OR JOB DESCRIPTIONS

If multiple scope codes are used, select "Multiple Scope Codes" in the "Scope Code" drop-down box. If multiple types of items are being purchased/replaced, select "Multiple Work Descriptions" in the "Job Description (Report)" drop-down box. If multiple scope codes and/or job descriptions are used, the agency must specify the scope code, job description, detailed work description, and dollar amount for each listed project.

SP1101 - <30Ft Replacement Bus

OPT PROJECT MANAGER NAME  
Alex Simonetti

SUBMITTED BY (Please print)  
Chris Davis

SIGNATURE



TITLE  
Interim Executive Director

DATE  
7/2/25

PHONE NUMBER

(231) 778-1036

## RURAL TASK FORCE DATA SHEET TRANSIT JOB

INSTRUCTIONS: Submit completed form to the Rural Task Force and  
a copy to your OPT Project Manager for each job.

### ALL ITEMS MUST BE COMPLETED

NEW JOB <input type="checkbox"/> OR JOB CHANGE <input checked="" type="checkbox"/>		JOB NUMBER 223723	CHANGE TYPE <input type="checkbox"/> FY <input type="checkbox"/> COST <input checked="" type="checkbox"/> SCOPE <input type="checkbox"/> MULTIPLE WORK DESCRIPTION <input type="checkbox"/> DELETE <input type="checkbox"/> MOVE TO ILLUSTRATIVE	
FISCAL YEAR 2029	COUNTY Leelanau	TRANSIT AGENCY - LEGAL NAME Bay Area Transportation Authority		
AGENCY ADDRESS 1340 Hammond Rd. W		CITY Traverse City	ZIP CODE 49686	

### REMINDERS FOR RPA JOB PROGRAMMING

JOB TYPE MULTIMODAL	MODE TRANSIT	JOB PHASE NON-INFRASTRUCTURE (NI)
TEMPLATE TRANSIT - STIP - RURAL - FLEX	TEMPLATE BOUNDARY Benzie, Grand Traverse, Leelanau [10c]	
MAJOR ROUTE REPORT TRANSIT CAPITAL	PHASE FINANCIAL SYSTEM STL	LOCATION REPORT AREA WIDE

Scheduled obligation date is the last day in September of the fiscal year. Scheduled end date is obligation date plus three years.  
Choose Transit Capital GPA.

SCOPE CODE Scope code pick list here	TRANSIT FLEX CATEGORY <input type="checkbox"/> 5310 <input checked="" type="checkbox"/> 5311	MDOT OBLIGATION YES
---	---	------------------------

### JOB COST

1) STBG	\$	52,100
2) STATE CTF	\$	13,025
3) LOCAL FUNDING (Part of 20% match)	\$	
SUBTOTAL	\$	65,125
4) OTHER LOCAL FUNDING (Not part of 20% match)	\$	
TOTAL JOB COST:	\$	65,125

### JOB DESCRIPTION (REPORT)

Bus Purchase

### DETAILED SCOPE CODES AND/OR JOB DESCRIPTIONS

If multiple scope codes are used, select "Multiple Scope Codes" in the "Scope Code" drop-down box. If multiple types of items are being purchased/replaced, select "Multiple Work Descriptions" in the "Job Description (Report)" drop-down box. If multiple scope codes and/or job descriptions are used, the agency must specify the scope code, job description, detailed work description, and dollar amount for each listed project.

SP1101 - <30Ft Replacement Bus

OPT PROJECT MANAGER NAME

Alex Simonetti

SUBMITTED BY (Please print)

Chris Davis

TITLE

Interim Executive Director

DATE

4/2/25

SIGNATURE



PHONE NUMBER

(231) 778-1036

Traverse Transportation Coordinating Initiative (TTCI)  
Metropolitan Planning Organization

# Unified Work Program Fiscal Year 2026

Approved by the TTCI Policy Board on May XXth, 2025

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



*Traverse Transportation  
Coordinating Initiative*



600 E Front Street, Suite 205, PO Box 506  
Traverse City MI 49685-0506  
(231) 929-5000 • 1-800-692-7774 • FAX (231) 929-5012  
[www.traversetransportation.org](http://www.traversetransportation.org)



---

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

---

Resolution approving the Traverse Transportation Coordinating Initiative Fiscal Year 2026 Unified Work Program  
Resolution# 01-24

**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 2025, with any modifications to the document brought to the Board at the appropriate time.

This resolution adopted at a meeting of the TCCI Policy Board at their regular meeting scheduled on May XXth, 2025.

---

Beth Friend, Chair  
Traverse Transportation Coordinating Initiative

---

Date

DRAFT

*Page left intentionally blank*

# Table of Contents

<b>Disclaimer .....</b>	<b>5</b>
<b>Introduction .....</b>	<b>6</b>
History of TTCI.....	6
Geography .....	6
MPO Establishment.....	9
<b>Program Staffing and Funding.....</b>	<b>12</b>
Staffing .....	12
Budget Narrative .....	13
<b>MPA Transportation Issues.....</b>	<b>16</b>
Road Issues .....	16
Transit Issues.....	16
Non-Motorized Issues .....	16
<b>Air Quality .....</b>	<b>18</b>
<b>MPO Transportation Planning, Data Collection and Coordination .....</b>	<b>20</b>
Transportation Emphasis and Planning Areas .....	20
Data Review, Collection & Management, Program Education and Information Dissemination .....	21
<b>Task 1.0 Administration .....</b>	<b>26</b>
Communication, Meeting Coordination, Financial Management Tasks .....	26
Policy and Process Scoping Tasks .....	26
Community Engagement, Public Input and Outreach Tasks:.....	26
Equity and Fairness Alignment .....	27
Task 1.0 Processes and Deliverables: .....	27
<b>Task 2.0 Data Collection &amp; Processes .....</b>	<b>28</b>
Communication, Coordination and Policy Establishment Tasks .....	28
Data Collection and Management Specifics.....	28
Task 2.0 Processes and Deliverables .....	30
<b>Task 3.0 Asset Management.....</b>	<b>32</b>
Communication and Policy Establishment.....	32
Asset Management .....	32
Tasks .....	32
Task 3.0 Processes and Deliverables .....	35
<b>Task 4.0 Short Range Planning .....</b>	<b>36</b>
Policy Establishment .....	36
Unified Work Program .....	36
MPO Policy Board and Technical Committee Engagement.....	36
Community Engagement.....	37
GIS Data Collection and Modeling .....	37
Regional Coordination and Joint Planning.....	37
Task 4.0 Processes and Deliverables .....	38
<b>Task 5.0 Transportation Improvement Program.....</b>	<b>40</b>
Policy Establishment .....	40
Coordination, Process Scoping.....	40
Road Agency and Transit Agency Engagement .....	40
Policy Board and Technical Committee Engagement .....	41
Data integration and Public Input.....	41
TIP Development.....	41
Task 5.0 Processes and Deliverables .....	42
<b>Task 6.0 Long-Term Planning .....</b>	<b>44</b>
Policy Establishment .....	44
Coordination, Process Scoping.....	44
Policy Board and Technical Committee Engagement .....	44
Data integration and Public Input.....	45
Coordinated Planning Activities.....	45
Metropolitan Transportation Plan Development .....	45
Additional Planning Processes .....	45
Task 6.0 Processes and Deliverables .....	47

## 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: Census Urbanized Area**

## 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 2. *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: Metropolitan Planning Area (MPA)**



## 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.

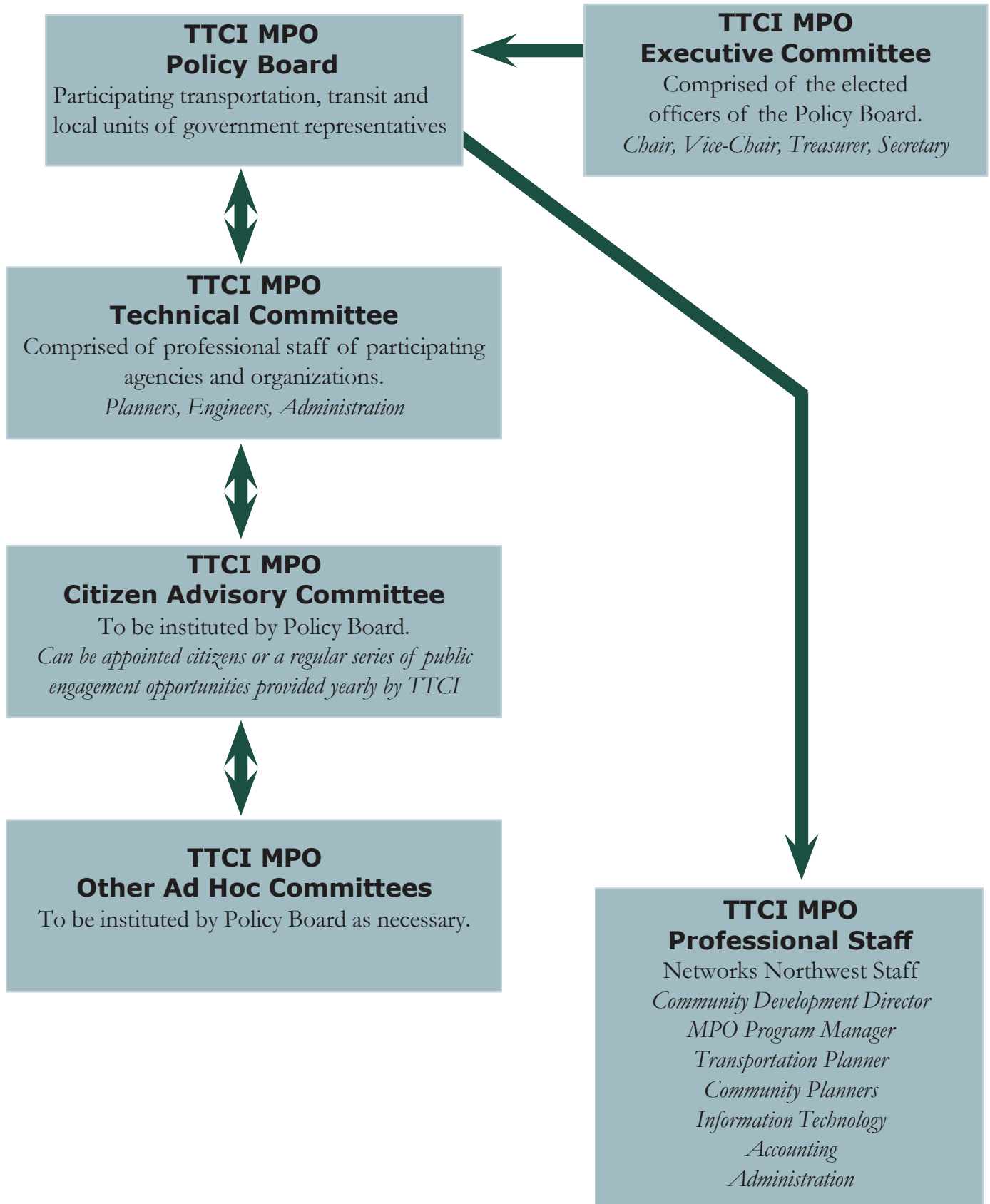
*Public Input:*

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 2026 appropriation of CPG to TTCI is \$240,235.48, which amounts to 81.85% of the total required funding. The local 18.15% required match amounts to \$53,271.52 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 Plan Tasks and the Operating Expenses, with 73% of the budget going towards staff capacity to meet the Work Plan Tasks and the remaining 27% directed to the support of Operating Expenses. It is important to note here that Work Plan 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 2026 UWP is as follows

Consolidated Planning Grant	
Funding Source	Funding
FHWA PL112 (Metro Planning)	\$201,796.48
Local Match 18.15%	\$37,068.61
FTA Section 5303 (Transit Planning)	\$38,439.00
Local Match 18.15%	\$16,202.91
<i>Total Federal Contribution</i>	<i>\$240,235.48</i>
<i>Total Local Match</i>	<i>\$53,271.52</i>
<b>Total Funding</b>	<b>\$293,507.00</b>

The following page details the overall budget for fiscal year 2026 for the TTCI MPO.

FY 2026 UWP

Work Plan Tasks		Funding Sources		
(2.5 FTE: Staff Time Commitment)	FHW PL112/FTA 5303	Local	State/Networks	Total
1.0 Administration	\$70,068.34	\$15,537.45		\$85,605.79
2.0 Data Collection and Processes	\$42,174.21	\$9,352.01		\$51,526.22
3.0 Asset Management			\$75,000 **N/A	
4.0 Short Range Planning	\$16,248.96	\$3,603.16		\$19,852.12
5.0 Transportation Improvement Program	\$4,195.63	\$930.37		\$5,126.00
6.0 Long Term Planning	\$42,735.73	\$9,476.52		\$52,212.25
<b>Total Work Plan Staff Time Expenditures</b>	<b>\$175,422.87</b>	<b>\$38,899.51</b>		<b>\$214,322.38</b>
<b>Operating Expenses</b>				
Administrative Operations	\$35,034.57	\$7,768.82		\$42,803.39
Rent				
Utilities				
Insurance				
GIS Services				
IT				
<b>Organizational Operations</b>	<b>\$29,778.04</b>	<b>\$6,603.19</b>		<b>\$36,381.23</b>
Public Information				
Accounting/Tax Services				
Audit				
Maintenance				
Infrastructure				
Office Equip./Materials/Supplies				
Travel				
Memberships/Subscriptions				
Meeting Food/Beverage				
Printing				
<b>Total Operating Expenditures</b>	<b>\$64,812.61</b>	<b>\$14,372.01</b>		<b>\$79,184.62</b>
<b>Total Expenditures</b>	<b>\$240,235.48</b>	<b>\$53,271.52</b>		<b>\$293,507.00</b>

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

*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 2026, 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 Plan for the TTCI MPO outlines staffing, budget and tasks to be completed during the initial year 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 2026 planning emphasis areas incorporating these areas into transportation planning processes, documents and policies.

#### MDOT Planning Areas

- ◇ Development of the FY 2029-2032 TIP and maintenance of the FY2026-2029 TIP
  - Incorporation of performance-based planning in project selection.
  - Correct utilization of GPAs, in alignment with the guidance document (should the MPO utilize GPAs)
  - Ensure that the public notification for TIP amendments aligns with the MPO's Public Participation Plan
- ◇ Development of the FY2029-2032 TIP
- ◇ Continued involvement and feedback in JobNet application enhancements;
- ◇ 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 on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities.
- ◇ As needed, continue to review, evaluate, and update public participation plan (PPP) including consideration of virtual options for public participation.
- ◇ 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.

MDOT Planning Areas Continued

- ◇ Enhanced Long Range Plan Coordination between MDOT and MPOs.
  - Continuing coordination and collaboration between MTPs and the SLRTP.
  - Discussion of the next series of MTPs and travel demand models being adopted in the next few years. Several MPOs have MTPs that will need to be adopted between November 2026 and June 2028.
  - SUTA is coordinating model development for the MPOs with MTPs to be adopted between November 2026 and June 2028 with the MTC4 household travel survey. This will require developing, reviewing, and approving base year socio-economic data in FY25 in coordination with the MTP due date.
  - MDOT is working to re-develop the long range planning 101 course, taught originally in 2014, and updated in 2017 and 2023. More trainings will be available in the future.
- ◇ Continue to focus on partnerships utilizing continuing, cooperative, and comprehensive (3C) approach to transportation planning.
- ◇ Participate in MDOT's TAP TMA Lean Process Improvement (LPI) and facilitate outreach and implementation of the updated process for project selection and programming

## 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 Plan Preparations

### *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 outlines 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 plans to continue public engagement activities from FY 2026–2030 to support the development of the FY 2030 MTP update. These efforts will include the creation of sub-plans focused on safety, congestion, 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 can be far reaching and will certainly expand 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 plans 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 25'	Nov 25'	Dec 25'	Jan 26'	Feb 26'	March 26'	April 26'	May 26'	June 26'	July 26'	Aug 26'	Sept 26'
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

<b>Administration Budget</b>			
	FHWA PL112 & FTA 5303	TTCI	Local
Source	\$70,068.34		\$15,537.45
Expenditures		\$85,605.79	
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
- ◇ Equity and Fairness

- ◇ 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.

## Equity and Fairness Alignment

TTCI will meet all requirements in promoting equity and fairness 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. Equity and Fairness.
  - 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

<b>Data Collection &amp; Processes Budget</b>			
	FHWA PL112 & FTA 5303	TTCI	Local
Source	\$42,174.21		\$9,352.01
Expenditures		\$51,526.22	
Staff Time (percentage)		24%	

### Communication, Coordination and Policy Establishment Tasks

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 2026 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 2026 MIRE FDE Requirement of count-based AADT's 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 2026 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. TTCI 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. TTCI will collect, manage and share the data items identified for completion for the Travel Information Unit.
7. TTCI will collect, manage and share the data items identified for the Model Roadway Elements and the Fundamental Data Elements.
8. TTCI will collect, manage and share the data items identified for the Highway Performance Monitoring System.
9. TTCI will establish communication with public safety and road agencies for the coordinated sharing and management of vehicular and pedestrian crash/accident data.
10. TTCI will coordinate with BATA for transit related data collection needs.
11. TTCI 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 Establishment

Asset Management for the ten county region is coordinated as a program of Networks Northwest in conjunction with MDOT and the local road agencies. Asset Management funding through the Michigan Transportation Fund provides the budgetary expenditures necessary to meet capacity for completion of the gathering of roadway condition data. The Asset Management program is funded and administered through the Regional Work Program. Internal coordination amongst Community Development planning staff will ensure that asset management requirements of the MPO are met.

Policy will be developed which will outline the activities and coordination of the Asset Management Program, directing the collection methods for data, training and educational opportunities for the program and roadsoft, inter-agency communication and coordination, timelines for collection and deliverables of the program.

### 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.

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

### 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

### 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

<b>Short Range Planning Budget</b>			
	FHWA PL112 & FTA 5303	TTCI	Local
Source	\$16,248.96		\$3,603.16
Expenditures		\$19,852.12	
Staff Time (percentage)		9%	

### Policy Establishment

Short range planning encompasses the activities of TTCI staff in preparation of data, performing community engagement, coordinating with local transportation and transit agencies for projects and processes, specified spatial data construction and modeling and coordination with regional planning processes which impact the MPO. Building on the initial year of establishment and planning efforts, the MPO will continue the development of the TIP and the MTP, through the development of scopes of work and support data.

Development of policy which outlines the standards for TTCI staff as they move through coordination and development of short range planning activities shall occur. The policy will speak to the communication and coordination with all entities included in the planning process to include but not limited to transportation and transit agencies, local units of government, educational, non-profit and business organizations and agencies within the planning area. The policy will speak to internal coordination with planning staff of the RPA and integration of staff members into MPO Planning Processes. Drafting, review and approval of short range planning processes and plans of the MPO will be at the discretion of the MPO Policy Board and will be included in the policy.

### 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 2026 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

Data collection beyond what is required of State and Federal partners will be undertaken by TTCI and Community Development staff. The data to be collected will be spatially referenced GIS data and will provide information and support for the decision making processes directing the development of various planning activities of which the Transportation Improvement Program and Long Range Transportation Plan are included. Data collection will set a baseline for land use, population density and commuter patterns which can evolve over time to display a picture of what is occurring with our population and transportation assets within the planning area and region. The Travel Demand Model managed by MDOT will be utilized and monitored as a baseline for functionality of other models. Various models are to be developed utilizing data which can outline drive time, population shifts, and land use density shifts for location of home, employment and entertainment. These models will be updated regularly through ACS, Census, and Bureau of Labor Statistics. The

models to be developed include:

- ◇ Existing land use and population densities.
- ◇ Spatial analysis of drive times modeling for commuter data from specific civil divisions.
- ◇ Residential and employment location spatial analysis of kernel density.

## 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 2026 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 collection and management of a geodatabase for use by the MPO.
11. GIS data shall be collected from available sources for the civil divisions of the MPA and immediately surrounding communities.
12. A plan outlining the GIS models to be developed shall be completed and implemented over the course of the fiscal year.
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

<b>Transportation Improvement Program Budget</b>			
	FHWA PL112 & FTA 5303	TTCI	Local
Source	\$4,195.63		\$930.37
Expenditures		\$5,126.00	
Staff Time (percentage)		2%	

### 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 and Involvement

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.

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.

## 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

## 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 2026 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	\$42,735.73		\$9,476.52	\$4,879.00
Expenditures		\$52,212.25		
Staff Time (percentage)		24%		

### 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 2026 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 2026 through FY 2030, TTCI will lead the development of a series of targeted sub-plans that expand upon the adopted MTP and inform the next full update. These efforts will be carried out in close coordination with federal, state, and local partners to ensure consistency with regional priorities and regulatory frameworks. Each sub-plan will include a defined scope of work, timeline, and public engagement strategy. Planned areas of focus include the development of complete transportation networks—addressing non-motorized trails, sidewalks, public transit, and the integration of smart technologies—as well as economic vitality through the assessment of transportation needs driven by new residential and commercial growth. TTCI will also advance a congestion management approach rooted in industry best practices, including multimodal alternatives and intelligent traffic control systems. In addition, a resilience-focused sub-plan will examine the region's infrastructure in light of increasing and seasonal population demands, stormwater management needs, and the impacts of Great Lakes water level fluctuations to support forward-looking infrastructure investment decisions.

## 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.

partment 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.

## 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 De-

## Long Range 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. Continued development and calibration of the model will support future planning efforts, including sub-plan 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 sub-planning efforts between FY 2026 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 to 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 \$4,879.00, will be used to support targeted planning activities that promote safe, accessible, and equitable travel options for people of all ages and abilities across all transportation modes. Proposed activities for FY 2025 and beyond include:

- Developing data-driven insights and a monitoring system to measure the effectiveness of transportation planning strategies and support future decision-making across all planning focus areas.
- Initiating the development of a Complete Networks Plan, addressing multimodal accessibility, connectivity, and the integration of smart transportation technologies.
- Engaging with local governments, transit

agencies, and other partners to collaborate on planning activities tied to regional priorities and future growth needs.

- Providing updates, technical support, and training opportunities to local agencies and stakeholders to strengthen regional planning capacity and build support for TTCI's transportation planning program.

As part of the next phase of TTCI's long-range planning efforts, four thematic sub-plans will be developed between FY 2026 and FY 2030 to guide investment, policy, and coordination efforts. These sub-plans will include:

- Complete Networks - This sub-plan will focus on enhancing multimodal mobility by improving non-motorized transportation infrastructure such as trails and sidewalks, increasing public transit accessibility and connectivity, and integrating smart transportation technologies to support a more connected and efficient transportation network.
- Economic Vitality - This sub-plan will evaluate transportation needs in response to changing land use patterns, identify infrastructure gaps related to new residential and commercial development, and align future transportation investments with the region's economic growth objectives.
- Congestion Management - This sub-plan will focus on applying industry best practices to manage congestion, promote transportation alternatives that reduce reliance on single-occupancy vehicles, and explore the use of smart traffic management systems and demand-responsive strategies to improve overall network efficiency.
- Resilience - This sub-plan will evaluate infrastructure vulnerabilities related to climate change and shifting demographics, plan proactively for seasonal and fluctuating population patterns, and address environmental factors such as stormwater runoff and Great Lakes water level variability in transportation infrastructure planning.

## Task 6.0 Processes and Deliverables

1. Sub-Plan Development and Policy Support
  - i. Establish frameworks, timelines, and engagement strategies for the creation of sub-plans aligned with the region's transportation goals.
  - ii. Define planning requirements and objectives for each sub-plan to ensure consistency with federal and state guidance and regional priorities.
  - iii. Coordinate the development of long-range planning sub-plans with other regional and non-MPO planning initiatives to ensure integration and consistency.
  - iv. Identify and prioritize transportation alternatives within each sub-plan area based on data, need, and stakeholder input.
  - v. Develop an evaluation process to measure the success and impact of each sub-plan's implementation strategies.
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 sub-plan 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, and environmental data to support sub-plan development.
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 approve Travel Demand Model (TDM) elements.
  - ii. Maintain and update the TDM to reflect evolving conditions and to support analysis across the sub-plans.
  - 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 the development of a Complete Networks Program that enhances non-motorized, transit, and smart mobility options.
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.

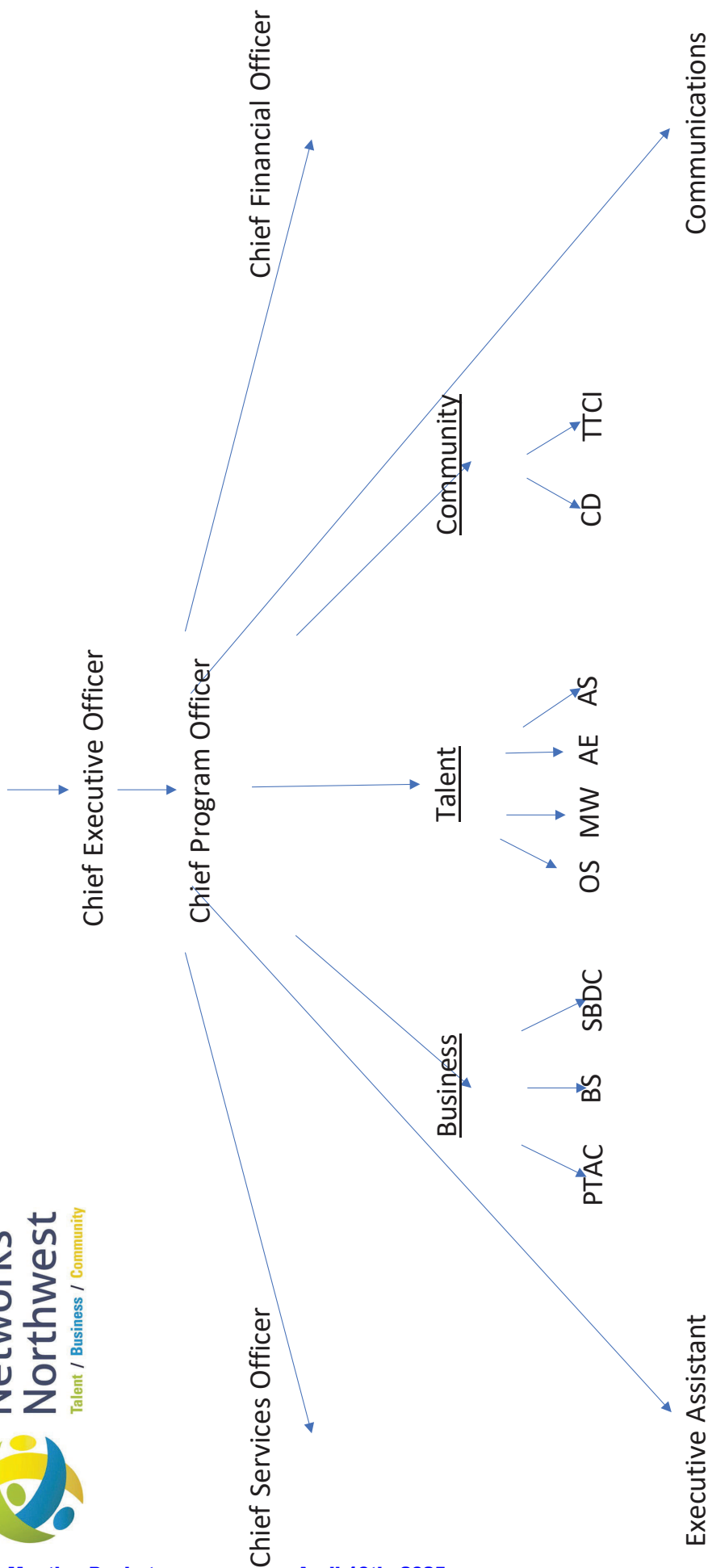
**DRAFT**  
**Appendix A**

Cost Allocation Plan  
Effective 10/01/2022

To be added



# Networks Northwest Board



**KEY:** PTAC-Procurement & Technical Assistance Center, BS- MI Works Business Services, Small Business Development Center, OS- Offender Success, MW- Michigan Works, AE- Adult Education, CD- Community Development, TTCI- Traverse Transportation Coordinating Initiative , AS – Apprenticeship Services

Effective February 2021

**DRAFT**

**Certificate of Cost Allocation Plan**

To be added

---

# TTCI

## Transportation Improvement Program

### FY 2026 - 2029

---

Approved by TTCI Policy Board on  
**MM/DD/2025**



**Traverse Transportation Coordinating Initiative**

PO Box 506

Traverse City, MI 49685-0506

(231) 929-50

## ACKNOWLEDGEMENT

This document partially fulfills work item 6 of TTCI's annual Unified Work Program (UWP) for FY 2025.

The preparation of this report has been financed, in part, through grants from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), U.S. Department of Transportation, under the Metropolitan Planning Program, Section 104(f) of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation. Additional financing was provided by the local agencies within the Traverse Transportation Coordinating Initiative (TTCI) Metropolitan Planning Area. This document was prepared by Networks Northwest.

TTCI's FY 2026-2029 Transportation Improvement Program was approved by the TTCI Policy Committee on June XX, 2025 (Resolution #25-0\_). The draft minutes of the June XX, 2025 Policy Committee meeting, including discussion of the TIP and the specific resolution, are included in the Appendix of this document.

## TRAVERSE TRANSPORTATION COORDINATING INITIATIVE

600 East Front Street

Suite205

Traverse City, MI 49686

(269) 963-1158 - fax (269) 963-4951

[Contact Form](#)

[Website](#)

## **TABLE OF CONTENTS**

Introduction

Traverse Transportation Coordinating Initiative (TTCI) Jurisdiction

TIP Development Process

TTCI FY 2026-2029 Transportation Projects

Public Participation

Consultation

Demographic Analysis

Financial Plan

- Federal Funding
- State Funding
- Demonstration of Fiscal Constraint
- **TTCI GPA Target Report**

Performance Measures and Investment Strategy

TTCI TIP FY 2026-2029 Resolution

Metropolitan Planning Process Certification

## INTRODUCTION

The Transportation Improvement Program (TIP) is the official programming document for the area served by the Traverse Transportation Coordinating Initiative (TTCI) for Fiscal Year 2026, beginning October 1, 2025, through Fiscal Year 2029, ending September 30, 2029.

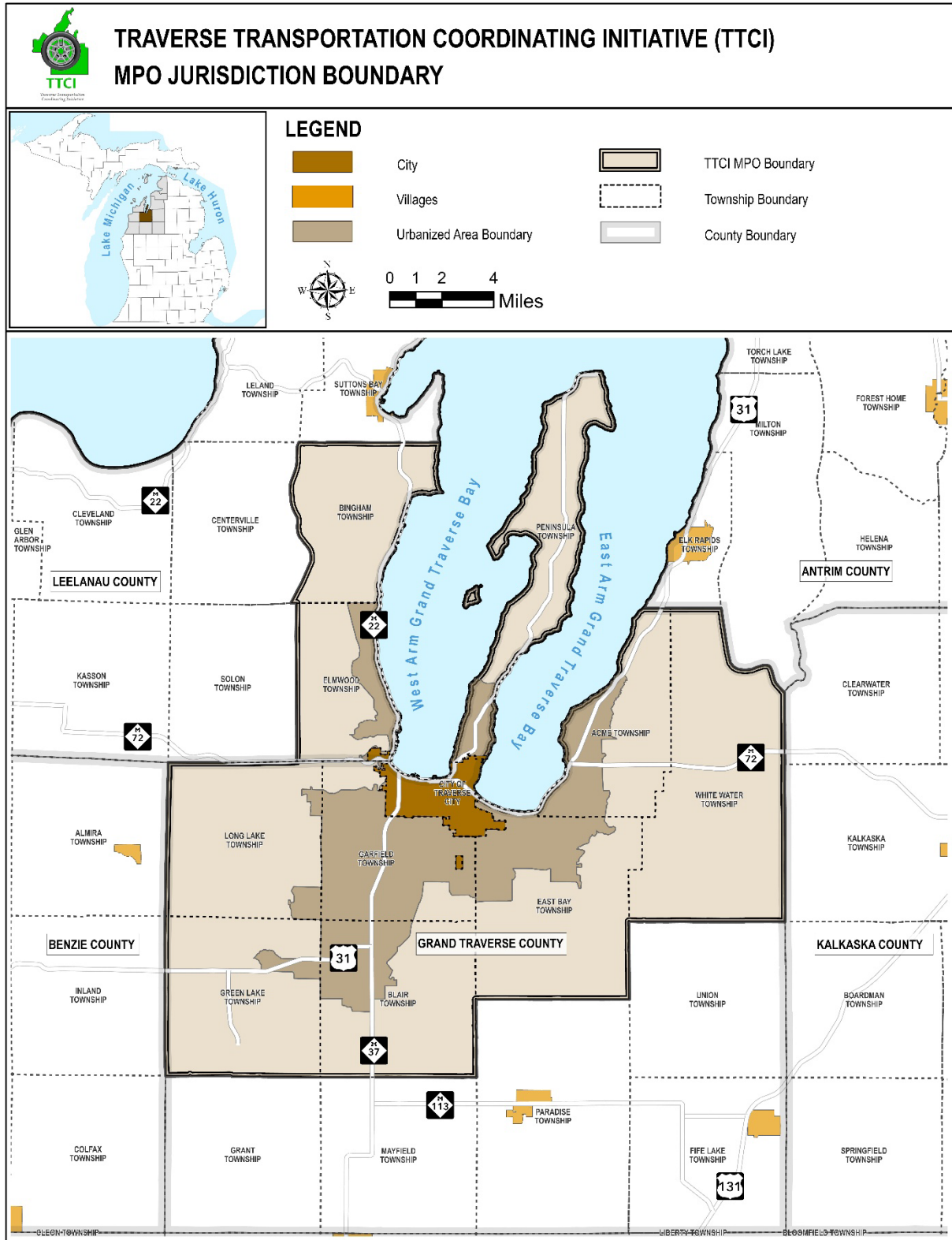
The TIP identifies proposed projects developed by local agencies in accordance with the joint regulations of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). These regulations establish the TIP as the programming phase of the continuing, comprehensive, and cooperative (3C) planning process. This planning process involves collaboration among local jurisdictions, transit agencies, and state and federal transportation officials to ensure that transportation investments align with the Traverse City metropolitan area needs and funding availability.

The process for selecting multimodal transportation projects is based on locally determined transportation priorities and helps to ensure that programmed improvements are consistent with expected revenues from federal, state, and local sources. The TIP, as required by federal regulations, includes all projects utilizing federal funding within the TTCI study area, covering highway and roadway projects (including nonmotorized initiatives) as well as public transportation operations and expenditures. At the time of adoption, the FY 2026-2029 TIP includes a comprehensive list of projects that represent a significant investment in the metro area's transportation infrastructure.

Recognizing that transportation decisions have regional implications, the planning process provides a forum for local, state, and federal agencies to collaborate on infrastructure improvements. This ensures methodical and strategic development of transportation facilities and services. Any urbanized area with a population of more than 50,000 must have a designated Metropolitan Planning Organization (MPO) to qualify for federal highway or transit funding. The United States Department of Transportation (USDOT) relies on MPOs to ensure that federally funded roadway and transit projects result from a thorough planning process and align with local needs. Unless projects are included in the MPO's TIP, the USDOT will not authorize federal funding for urban roadway and transit initiatives. As a result, the TTCI MPO plays a critical role in developing and maintaining the area's transportation plan to secure federal funding for locally driven projects. Additionally, MPOs are responsible for ensuring public engagement through citizen participation measures.

The Transportation Improvement Program (TIP) is a fundamental component of this process. According to FHWA and FTA regulations, the TIP is "a prioritized listing/program of transportation projects covering a period of four years that is developed and formally adopted by a MPO as part of the metropolitan transportation planning process, consistent with the metropolitan transportation plan, and required for projects to be eligible for funding under Title 23 U.S.C. and Title 49 U.S.C. Chapter 53." The TIP serves to identify and prioritize federal-aid projects while ensuring that scheduled transportation improvements align with anticipated financial resources. A well-developed TIP facilitates the efficient use of available funding to address the Traverse City metro area's transportation needs in an organized and strategic manner.

## TRAVERSE TRANSPORTATION COORDINATING INITIATIVE (TTCI) JURISDICTION



## TRANSPORTATION IMPROVEMENT PROGRAM DEVELOPMENT PROCESS

The development of the Transportation Improvement Program (TIP) is a core function of the metropolitan transportation planning process, as defined in 23 CFR Part 450.326. The TIP serves as a fiscally constrained, four-year listing of regionally significant transportation projects and programs that are prioritized for federal funding. These projects must demonstrate consistency with the Metropolitan Transportation Plan (MTP) and must be developed through a performance-based planning framework that supports regional goals and complies with federal requirements under Title 23 U.S.C. §134(a) and (h) and 49 U.S.C. Chapter 53 (FTA-Sec 8).

The Infrastructure Investment and Jobs Act (IIJA), signed into law in 2021, reaffirmed the performance-based planning and programming requirements initially introduced by MAP-21 and expanded under the FAST Act. These laws mandate that MPOs, in cooperation with state departments of transportation and public transit operators, develop TIPs that address national planning emphasis areas, integrate performance measures for key infrastructure and mobility indicators (e.g., pavement condition, bridge condition, system reliability, safety, congestion, and transit asset management), and support investments that make measurable progress toward established targets.

The Traverse Transportation Coordinating Initiative (TTCI)—designated as the Metropolitan Planning Organization (MPO) for the Traverse City urbanized area in October 2023—is responsible for coordinating this process for the FY 2026–2029 TIP. TTCI’s designation followed approval by the Governor of Michigan and the Federal Highway Administration (FHWA) through the formal endorsement of its Unified Planning Work Program (UPWP). For historical context, TTCI succeeded the Traverse City Transportation and Land Use Study (TC-TALUS), which previously coordinated regional planning activities in the area.

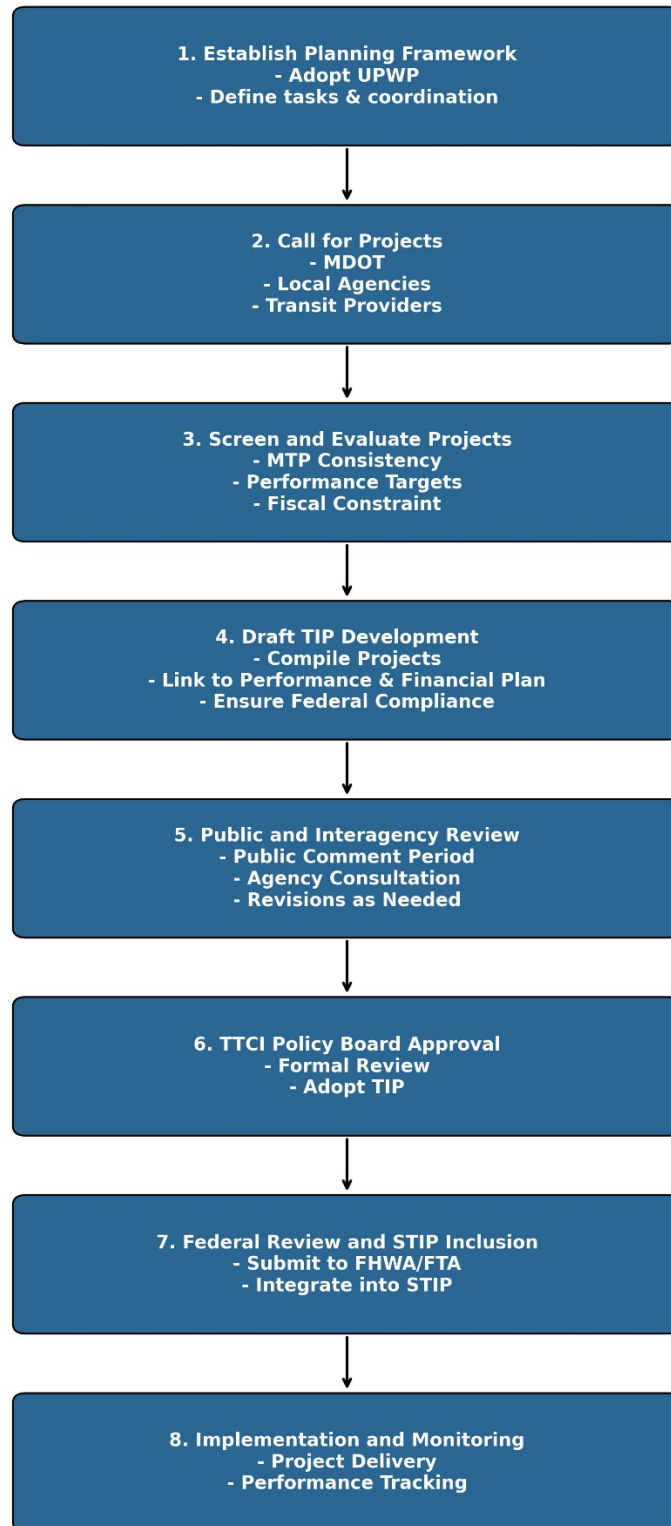
TIP development under TTCI begins with project submittals from the Michigan Department of Transportation (MDOT), local road agencies, and transit operators, each of whom identifies candidate projects aligned with their own strategic priorities and capital improvement programs. These proposed projects are then reviewed by TTCI’s Technical Committee and refined through an iterative process that considers regional priorities, federal eligibility, available revenue, project readiness, and alignment with statewide performance targets and the MTP.

In accordance with federal law, only projects that can demonstrate fiscal constraint—meaning that funding is reasonably expected to be available—can be programmed in the TIP. The TIP must also reflect input from a diverse array of stakeholders and incorporate considerations related to equity, environmental sustainability, multimodal connectivity, and long-term system preservation.

The final TIP is subject to public review, policy board adoption, and approval by both FHWA and the Federal Transit Administration (FTA). Once approved, the TIP becomes part of the Statewide Transportation Improvement Program (STIP) and authorizes the use of federal transportation funds for implementation.

Through this process, TTCI ensures that federally funded transportation investments in the Traverse City metro area are data-informed, collaboratively developed, fiscally constrained, and aligned with both local priorities and national performance objectives.

## TIP Development Process Workflow



All transportation projects or recognized project phases included in the TIP—such as pedestrian walkways, bicycle transportation facilities, transportation enhancement projects, and paratransit plans—must contain descriptive details that identify:

- The project or phase scope
- Estimated total cost
- Amount of federal funds allocated per program year
- Proposed federal and non-federal funding sources
- Recipient/sub-recipient and responsible state and local agencies

The TIP must cover a period of at least four years and include a priority list of projects planned for the first four years. It must also be financially constrained, meaning it must demonstrate how projects can be implemented while ensuring the existing transportation system is adequately operated and maintained. Only projects for which construction and operating funds can reasonably be expected to be available may be included. The financial analysis considers all funding sources, including Title 23 U.S.C., the Federal Transit Act, other federal funds, state and local assistance, and private contributions. Additionally, this TIP adheres to performance-based planning requirements, as detailed in the Performance Measures chapter.

To guide project selection, the TTCI Technical Committee developed the Application & Instructions for Transportation Improvement Program Projects, which was formally adopted by the TTCI Policy Board on April 1, 2024. This document established policies for navigating the Call for Projects (CFP) process and selecting projects for inclusion in the first TIP for the region.

The TIP must also be consistent with the region's Long-Range Metropolitan Transportation Plan (MTP). Since TTCI is a newly established MPO, this TIP and MTP are being developed concurrently to ensure alignment between short-term and long-term transportation priorities.

As an essential component of the metropolitan transportation planning process, the TIP serves to identify and prioritize federal-aid projects while ensuring that planned improvements align with anticipated financial resources. A well-developed TIP facilitates the efficient use of available funding to address the Traverse City metro area's transportation needs in an organized and strategic manner.

## **TTCI FY 2026-2029 TRANSPORTATION PROJECTS**

### **Project Selection**

TTCI has established a structured approach for selecting projects for TIP funding. Selection criteria may include pavement condition, traffic volumes, the number of years since the last repair, and other relevant factors. MDOT employs a similar process for its projects, aligning with asset management principles established by the Michigan Transportation Asset Management Council (TAMC), whose responsibilities are defined by state law.

Transit agencies determine project selection based on internal assessments of capital and operational needs. Projects that provide a high level of benefit in meeting established performance targets may be prioritized for programming, in alignment with the goals, objectives, and performance measures outlined in the Metropolitan Transportation Plan (MTP) and long-range planning efforts.

A detailed listing of programmed projects within TTCI planning area for fiscal years 2026-2029 is included on the following pages, grouped by year and containing funding sources and cost breakdowns.

## TTCI TIP Development Project List FY 2026-2029

**Table X: MPO Projects**

TTCI Projects					
FY	Description	STBG	STGB Flex	CRP	TOTAL
2026	LCRC - Cherry Bend - (Breithaupt Rd to M-22)	\$1,047,000	\$46,000		\$1,093,000
	Transit BATA			\$129,000	\$129,000
<b>TOTAL 26</b>	<b>Total funding available by program</b>	\$1,047,000	\$46,000	\$129,000	\$1,222,000
2027	GTCRC - Cass Rd (Hartman Rd to S Airport Rd)	\$1,068,000	\$48,000		\$1,116,000
	Transit BATA			\$131,000	\$131,000
<b>TOTAL 27</b>	<b>Total funding available by program</b>	\$1,068,000	\$48,000	\$131,000	\$1,247,000
2028	TC - 14th Street (Division St to Railroad Crossing)	\$1,089,000	\$49,000		\$1,138,000
	Transit BATA			\$134,000	\$1,298,000
<b>TOTAL 28</b>	<b>Total funding available by program</b>	\$1,089,000	\$49,000	\$134,000	\$1,272,000
2029	LCRC - Cherry Bend (Center Hwy to Breithaupt)	\$1,111,000	\$50,000		\$137,000
	Transit BATA			\$137,000	\$161,000
<b>TOTAL 29</b>	<b>Total funding available by program</b>	\$1,111,000	\$50,000	\$137,000	\$1,161,000
	<b>Total</b>	<b>\$4,315,000</b>	<b>\$193,000</b>	<b>\$531,000</b>	<b>\$4,902,000</b>

**Table X: MPO Total Project Cost by Fiscal Year**

TTCI - Total Project Cost			
FY	FEDERAL: STBG + STBG Flex	Local Match From agencies	Total Actual Project Cost
<b>2026</b>	\$1,093,000	\$2,439,130	<b>\$3,532,130</b>
<b>2027</b>	\$1,116,000	\$384,000	<b>\$1,500,000</b>
<b>2028</b>	\$1,138,000	\$252,349	<b>\$1,390,349</b>
<b>2029</b>	\$1,161,000	\$807,700	<b>\$1,968,700</b>
<b>Total</b>	<b>\$4,508,000</b>	<b>\$3,883,179</b>	<b>\$8,391,179</b>

**Table X: RTF Projects by County and Fiscal Year**

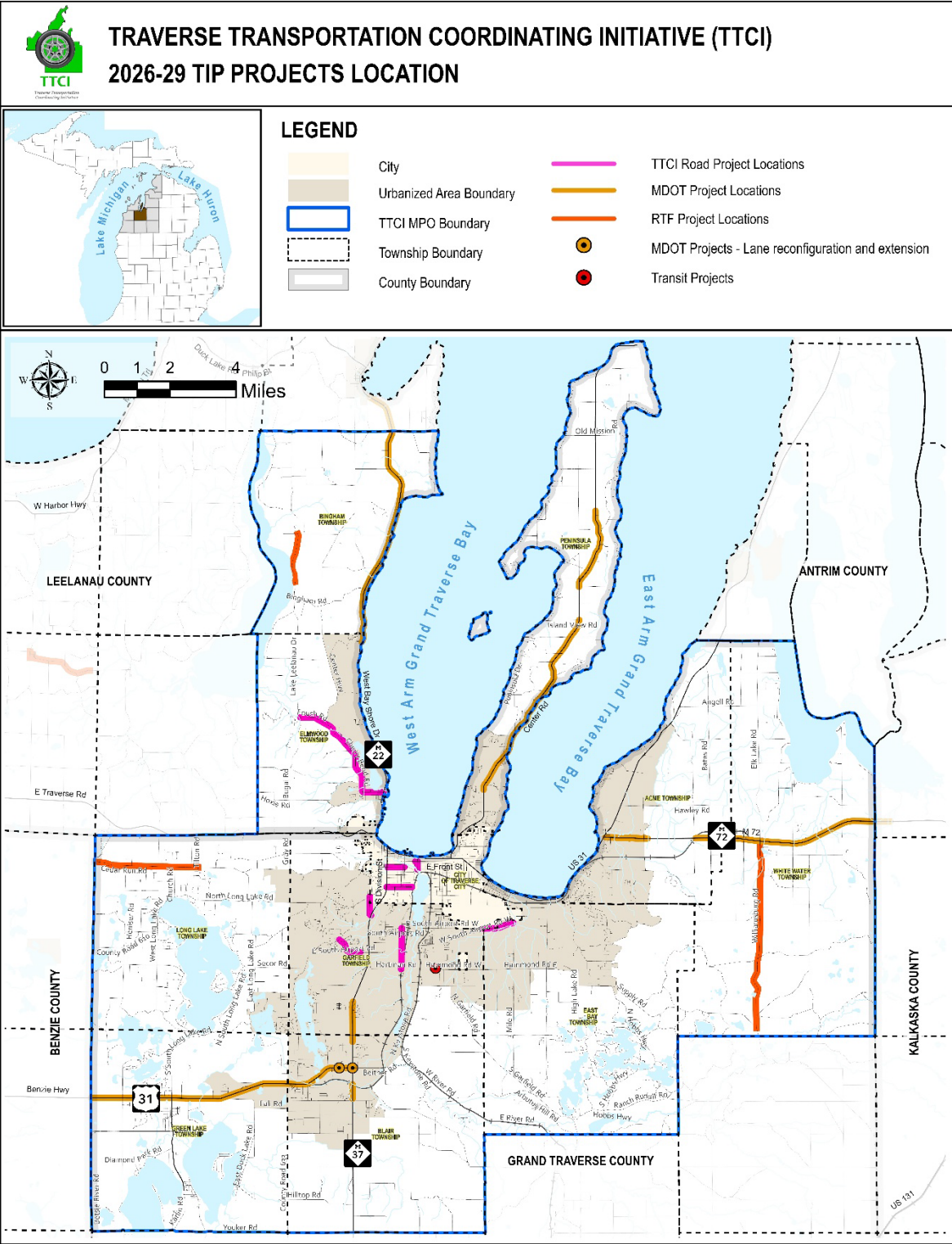
RTF Projects					
Grand Traverse County	Work Description	STP	STATE-D	LOCAL	TOTAL
GTCRC – JN#219117 Cedar Run Road	Overlay and add Shoulder	\$317,200	\$132,671	\$1,132,800	\$1,450,000
Transit Project - JN#214807	Vehicle	\$72,200		\$18,050	\$90,250
<b>TOTAL 2026</b>		<b>\$722,000</b>	<b>\$132,671</b>	<b>\$1,150,850</b>	<b>\$1,540,250</b>
GTCRC - JN#223714 - Williamsburg Rd - Supply Rd to Wheeler Oaks Dr	Asphalt Overlay over Chip Seal	\$663,300	\$225,601	\$1,234,299	\$2,123,000
Transit - JN#223717	Vehicle	\$73,700		\$18,425	\$92,125
<b>TOTAL 2027</b>		<b>\$737,000</b>	<b>\$225,601</b>	<b>\$1,252,724</b>	<b>\$2,892,125</b>
GTCRC - JN#223714 - Williamsburg Rd - Phase 2 - ACC - Wheeler Oaks Dr to M72	Asphalt Overlay over Chip Seal	\$676,800 (ACC)	-	-	\$676,800
Transit - JN#223719	Vehicle	\$75,200		\$18,800	\$94,000
<b>TOTAL 2028</b>		<b>\$752,000</b>	<b>\$92,930</b>	<b>\$18,800</b>	<b>\$770,800</b>
Leelanau County	Work Description	STP	STATE-D	LOCAL	TOTAL
LCRC - JN#223726 - Lake Leelanau Dr (CR 641) from 2016 project to 1/2 Mile	Reconstruction	\$450,000	\$81,048	\$100,000	\$550,000
Transit Project - JN#223718	Vehicle	\$50,000		\$12,500	\$62,500
<b>TOTAL 2027</b>		<b>\$548,900</b>	<b>\$81,048</b>	<b>\$112,500</b>	<b>\$612,500</b>
LCRC - JN#223727 - (Continuation of 27) Lake Leelanau Dr (CR 641) from 2026 project to Donner Rd	Crush & Shape & Asphalt Resurfacing (GPA)	\$459,000	\$161,602	\$100,000	\$559,000
Transit Project - JN#223721	Vehicle	\$51,000		\$12,750	\$63,750
<b>TOTAL 2028</b>		<b>\$558,900</b>	<b>\$161,602</b>	<b>\$112,750</b>	<b>\$622,750</b>
<b>TOTAL for all fiscal years</b>		<b>\$3,318,800</b>	<b>\$693,852</b>	<b>\$2,647,624</b>	<b>\$6,438,425</b>

**Table X: MDOT Projects by Fiscal Year**

<b>MDOT - Total Project Cost</b>				
<b>FY</b>	<b>Location</b>	<b>Description</b>	<b>Total Job Cost</b>	<b>Program</b>
<b>2027</b>	M-22, M72, US-31	Shoulder corrugation installation	\$737,564	Traffic And Safety - Signs
	M-37	Curve warning sign installations	\$853,156	Traffic And Safety - Signs
<b>2028</b>	US-31 at the southerly M-37 intersection. Westbound lanes of the US-31/Beitner Road at the southerly M-37 Intersection (Chums Corner).	Lane reconfiguration and lane extension	\$424,648	Operations
	M-72 - from west of Bates Road to west of Arnold Road.	Widening to construct a center left turn lane	\$1,277,596	Traffic And Safety - Safety Programs
<b>2029</b>	US-31	Non-Freeway signing upgrade	\$1,309,500	Traffic And Safety - Signs
		<b>Total</b>	<b>\$4,602,464</b>	

**Table X: All Projects in MPO Boundary by Fiscal Year**

ALL TTCI PROJECTS (Transit, MDOT, TTCI and RTF)				
Fiscal Year	Total # Projects in MPO	Project Type/Major Work	Total Costs	#Number of Adjacent Priority Census Block Groups
2026	4	Road Capital Preventive Maintenance, Road Rehabilitation, Road Reconstruction, Vehicle Purchase	\$5,072,380	7
2027	8	Road Capital Preventive Maintenance, Road Rehabilitation, Road Reconstruction, Vehicle Purchase, Traffic and Safety - Signs	\$5,918,545	12
2028	8	Road Capital Preventive Maintenance, Road Rehabilitation, Road Reconstruction, Vehicle Purchase, Traffic and Safety, Road Minor Widening	\$4,486,143	11
2029	3	Road Capital Preventive Maintenance, Road Rehabilitation, Road Reconstruction, Vehicle Purchase, Traffic and Safety - signs	\$3,278,200	16
<b>Total</b>	<b>23</b>		<b>\$18,755,268</b>	



## PUBLIC PARTICIPATION

Public participation is a critical component of the TTCI TIP development process. It ensures that citizens, public agencies, transportation practitioners, private sector providers, and other stakeholders have meaningful opportunities to engage with and provide input on the proposed TIP. However, as TTCI is a newly designated Metropolitan Planning Organization (MPO) and this represents its first Transportation Improvement Program (TIP), opportunities for TIP-specific public engagement during this initial development cycle were limited.

Despite these limitations, TTCI actively solicited input through multiple channels. Public participation was facilitated through TTCI-hosted meetings, as well as through related regional planning initiatives. Notably, extensive feedback on non-motorized transportation was collected during public input sessions for the North Region Active Transportation Plan, which was completed in 2024. Additional input on regional transportation priorities was gathered during the Community and Economic Development Strategy (CEDS) engagement sessions, held on October 3, 2024, and February 20, 2025, which included a wide array of community stakeholders.

A focused survey was also conducted in March 2025 to gather direct input from members of the TTCI Technical Committee and the TTCI Policy Board, ensuring that regional technical expertise and policy perspectives were reflected in the TIP development process.

To further promote transparency and encourage public review, TTCI posted notices regarding the TIP's development and availability for comment on the TTCI and Networks Northwest websites. Draft TIP documents were made publicly accessible online, and open meetings related to TIP development were advertised in accordance with federal and state guidelines.

Recognizing the need for more detailed exploration of specific transportation issues, TTCI plans to develop a series of topic-specific planning documents to supplement the Metropolitan Transportation Plan (MTP). These efforts will allow TTCI to more thoroughly address issues such as non-motorized infrastructure, transit access, and freight movement, which were not fully explored in the current TIP cycle due to the limited timeline. Additional public engagement activities will be conducted over the next three years in preparation for the next TIP cycle and the update of the MTP in 2030.

During the 30-day public review period and the May 28, 2025, and June 25, 2025 TTCI Policy Board public hearings, [insert number] public comments were received. Several technical comments from MDOT staff were also submitted and have been incorporated into the final TIP.

## CONSULTATION

Federal regulations require Metropolitan Planning Organizations (MPOs) to consult with a range of agencies and stakeholders throughout the transportation planning process. These entities include federal, state, local, tribal, and private agencies responsible for various sectors that intersect with transportation planning. TTCI will engage with agencies responsible for:

- Airport operations
- Conservation
- Economic growth and development
- Environmental protection
- Freight movement
- Historic preservation
- Human services transportation providers
- Land use management
- Natural resources

The goal of this consultation process is to ensure coordination between transportation planning efforts and other regional plans, programs, and policies. By engaging these stakeholders, TTCI seeks to identify and minimize potential conflicts between transportation projects and other regional priorities.

The Infrastructure Investment and Jobs Act (IIJA) continues the consultation requirements established by the FAST Act, reinforcing the need for MPOs to actively coordinate with agencies responsible for key areas affecting transportation planning. TTCI will maintain ongoing communication with these entities to ensure a collaborative and well-integrated transportation planning process.

During the development of the 2026-2029 TIP, TTCI held discussions with various agencies responsible for carrying out transportation programs in the area as well as other interested and community agencies regarding any of their local plans and progress of the TIP. The agencies that were consulted include:

### LIST OF AGENCIES:

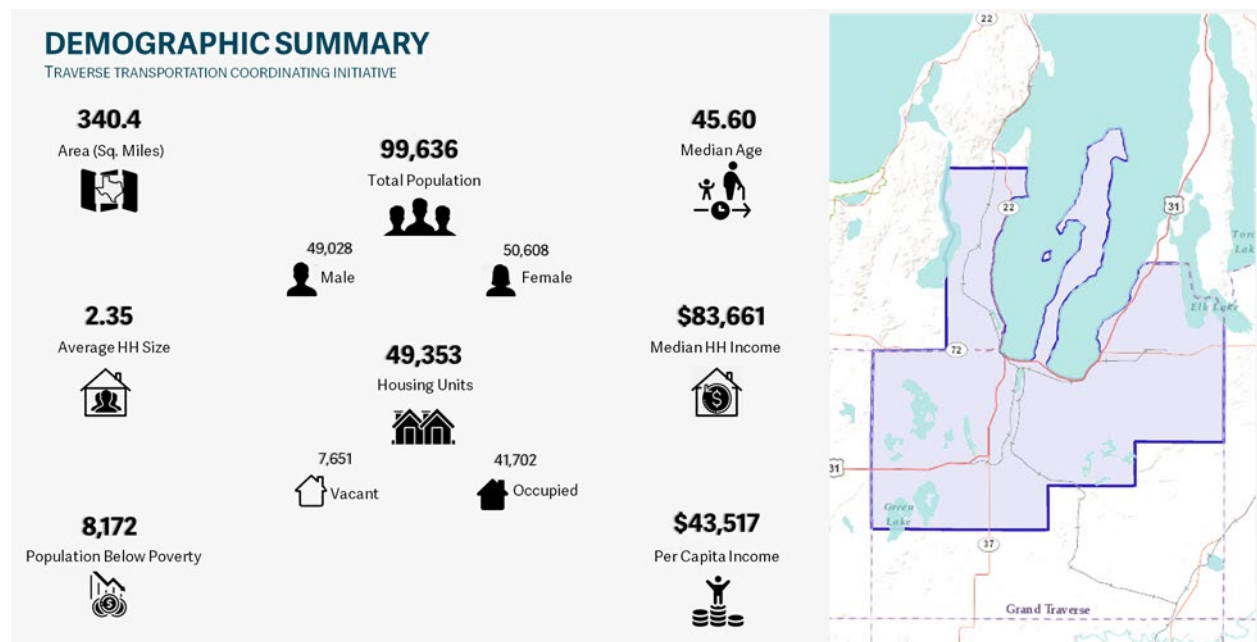
- Grand Traverse County
- Leelanau County
- City of Traverse City
- Acme Township
- Bingham Township
- Blair Township
- Charter Township of East Bay
- Charter Township of Elmwood
- Charter Township of Garfield
- Green Lake Township
- Charter Township of Long Lake

- Peninsula Township
- Paradise Township
- Village of Kingsley
- Almira Township
- Village of Lake Ann
- Suttons Bay Township
- Village of Suttons Bay
- 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
- Groundworks
- Traverse Connect
- Traverse Area Recreation Trails (TART)

## DEMOGRAPHIC ANALYSIS

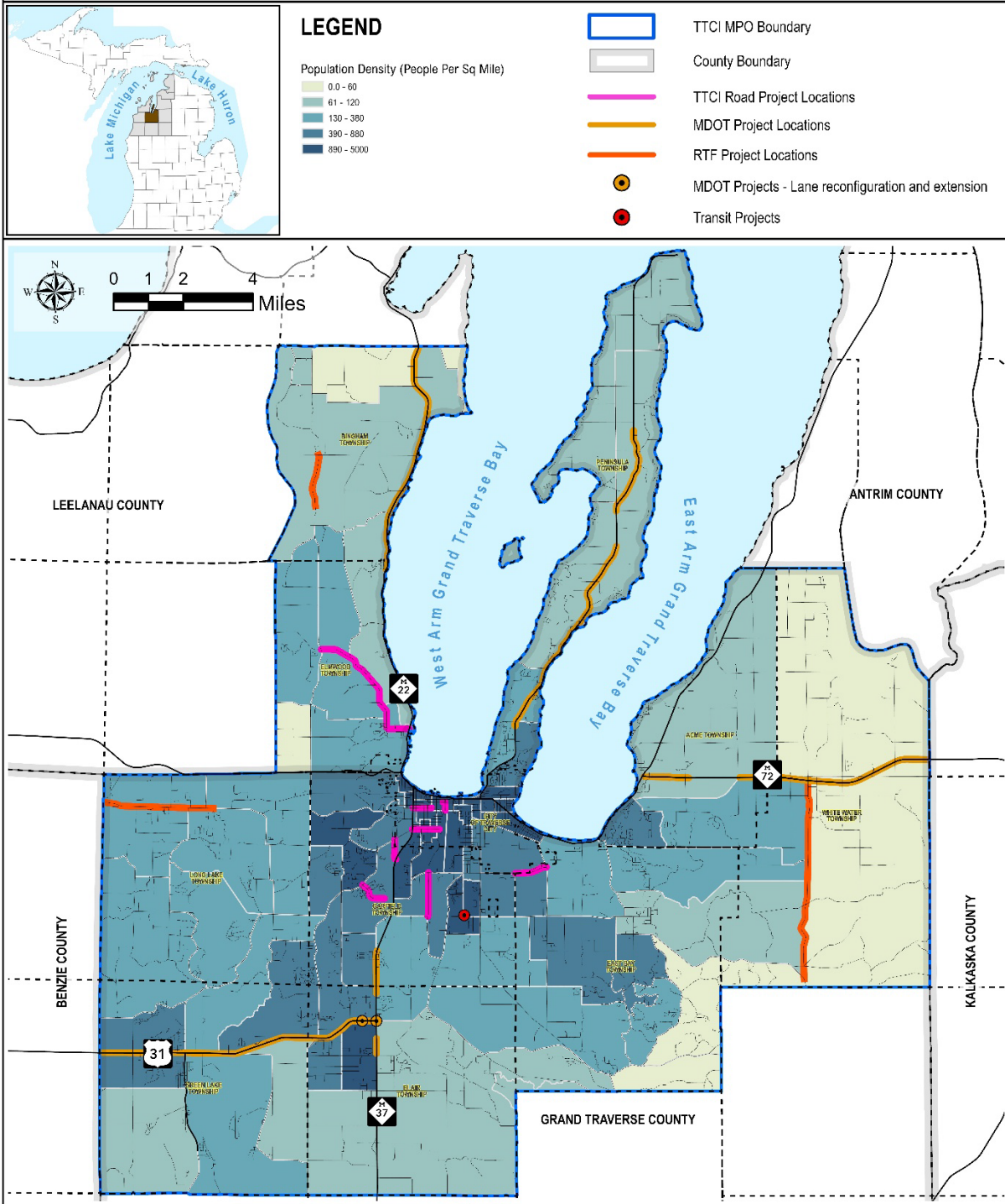
The demographic analysis chapter examines the population characteristics of the TTCI MPO study area, focusing on key factors such as age, race, poverty and income status, housing, traffic and travel study, etc. The analysis includes data on population distribution, age for older adults and underage population, racial diversity, and the proportion of individuals living below the poverty level, which serve as indicators for targeting vulnerable populations.

Understanding the demographic composition is critical for effective planning, resource allocation, and identifying priority areas for intervention. The roadway and transit projects in the TIP must identify and address disproportionately high and adverse human health or environmental effects of its programs and policies on minority and low-income populations. This chapter serves to demonstrate the TTCI Transportation Improvement Program projects for Fiscal Years 2026 – 2029 is in compliance with the requirements stated in Title VI of the Civil Rights Act of 1964, the National Environmental Policy Act of 1969, the Federal-Aid Highway Act of 1970, and the Civil Rights Restoration Act of 1987. This chapter ensures that overall program does not disproportionately distribute benefits or have negative effects on the vulnerable population.





# TRAVERSE TRANSPORTATION COORDINATING INITIATIVE (TTCI) POPULATION DENSITY



## Vulnerability Assessment

TTCI's vulnerability analysis is based on two primary data sources:

1. The list of transportation projects programmed in the FY 2026–2029 Transportation Improvement Program (TIP); and
2. Demographic data from the 2023 American Community Survey (ACS) 5-Year Estimates, published by the U.S. Census Bureau.

The ACS data was used to identify the geographic distribution of key population groups within the TTCI planning area and to determine Vulnerable Population Priority Areas. These areas were analyzed in the context of TIP project locations to assess the extent to which the needs of vulnerable communities are being considered in regional transportation planning.

TTCI identified the following population groups as indicators of potential vulnerability:

- Age: Residents aged 65 and older, representing aging populations; and residents under 18, representing dependent youth populations.
- Race/Ethnicity – People of Color (POC): Based on U.S. Census categories, this includes individuals who identify as Black or African American, Asian, American Indian or Alaska Native, Native Hawaiian or Pacific Islander, Some Other Race Alone, or Two or More Races.
- Income: Households with income below the federal poverty level in the past 12 months.

## Methodology

To identify Vulnerable Population Priority Areas, TTCI analyzed U.S. Census Block Groups where the percentage of residents from one or more of the identified groups exceeds the TTCI MPO-wide average. The analysis considered each of the four population indicators (older adults, youth, people of color, and individuals in poverty).

Block groups with above-average representation in one or more categories were flagged for inclusion in the vulnerability analysis. Areas with multiple overlapping vulnerable populations were then classified based on the number of indicators for which they exceeded the MPO average:

- Block groups with two or more above-average indicators were designated as High Vulnerability Priority Areas.
- Those with one indicator above the average were designated as Moderate Vulnerability Priority Areas.

The Vulnerable Population Priority Area classification was used to evaluate the equity distribution of projects included in the TIP. **Table X (below)** provides a breakdown of the population characteristics and the corresponding block group classifications.

**Table X: Vulnerable Population Priority Area**

2023 ACS 5YRS ESTIMATES	TTCI MPO		VULNERABLE POPULATION PRIORITY AREA	
Area (Sq. Miles)	340.4	100%	35.97	11%
Total Population	99636	100%	16082	16%
Total Population White	91936	92%	14135	88%
Total People Of Color (Non-White)	7700	8%	1947	12%
Total Population Aged 65 And Above	22373	22%	3564	22%
Total Population Under 18 Years Age	18534	19%	3381	21%
Total Individuals Below Poverty Line	8172	8%	3092	19%

Maps in this chapter display each demographic group individually, as well as a combined map to illustrate overall priority areas across the TTCI MPO.

### Summary of Analysis

In total there are (X) projects that are in or adjacent to an area of vulnerable population priority.

In summary, TTCI's programmed 2026-202P transportation projects are located throughout the TTCI planning area; no population groups are disproportionately neglected or overexposed in light of these projects. The non-majority's' and low-income population's needs are being taken into consideration with respect to future transportation improvements.

Fiscal Year 2026 – 2029 TTCI MPO Call for Projects (CFP) lists:

Types of Projects within the MPO Area

- Road Commission:
- Transit:
- City:
- MDOT Trunkline Projects:



# TRAVERSE TRANSPORTATION COORDINATING INITIATIVE (TTCI) AGE



## LEGEND

### Population Percentage - Age

- Above Average - Both Age 65 years or above and Under 18 years
- Above Average - Age Under 18 years
- Above Average - Age 65 years or above
- Below Average - Both Age 65 years or above and Under 18 years



TTCI MPO Boundary



County Boundary



TTCI Road Project Locations



MDOT Project Locations



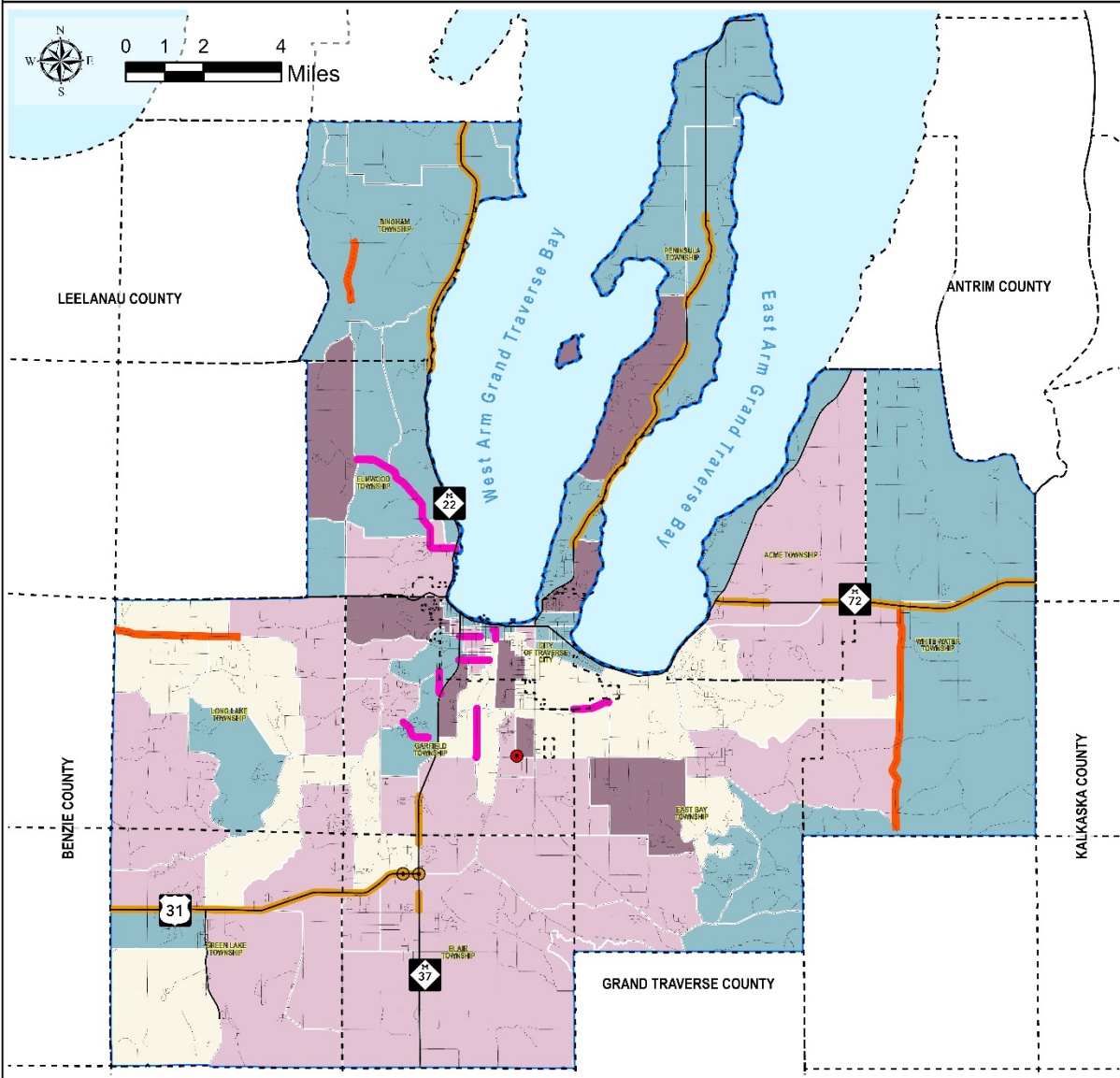
RTF Project Locations



MDOT Projects - Lane reconfiguration and extension



Transit Projects





# TRAVERSE TRANSPORTATION COORDINATING INITIATIVE (TTCI) RACE

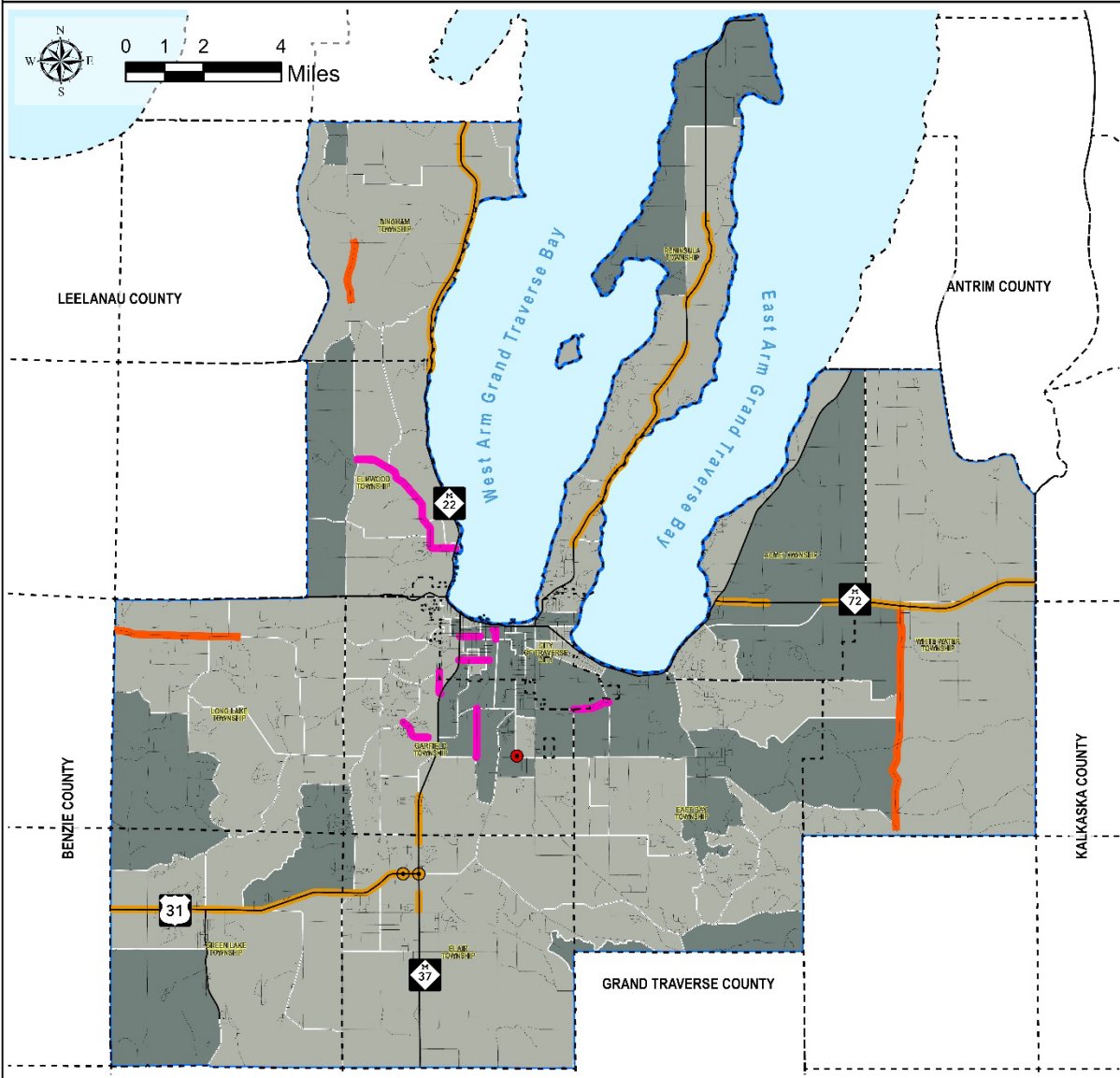


## LEGEND

Population Percentage - Race

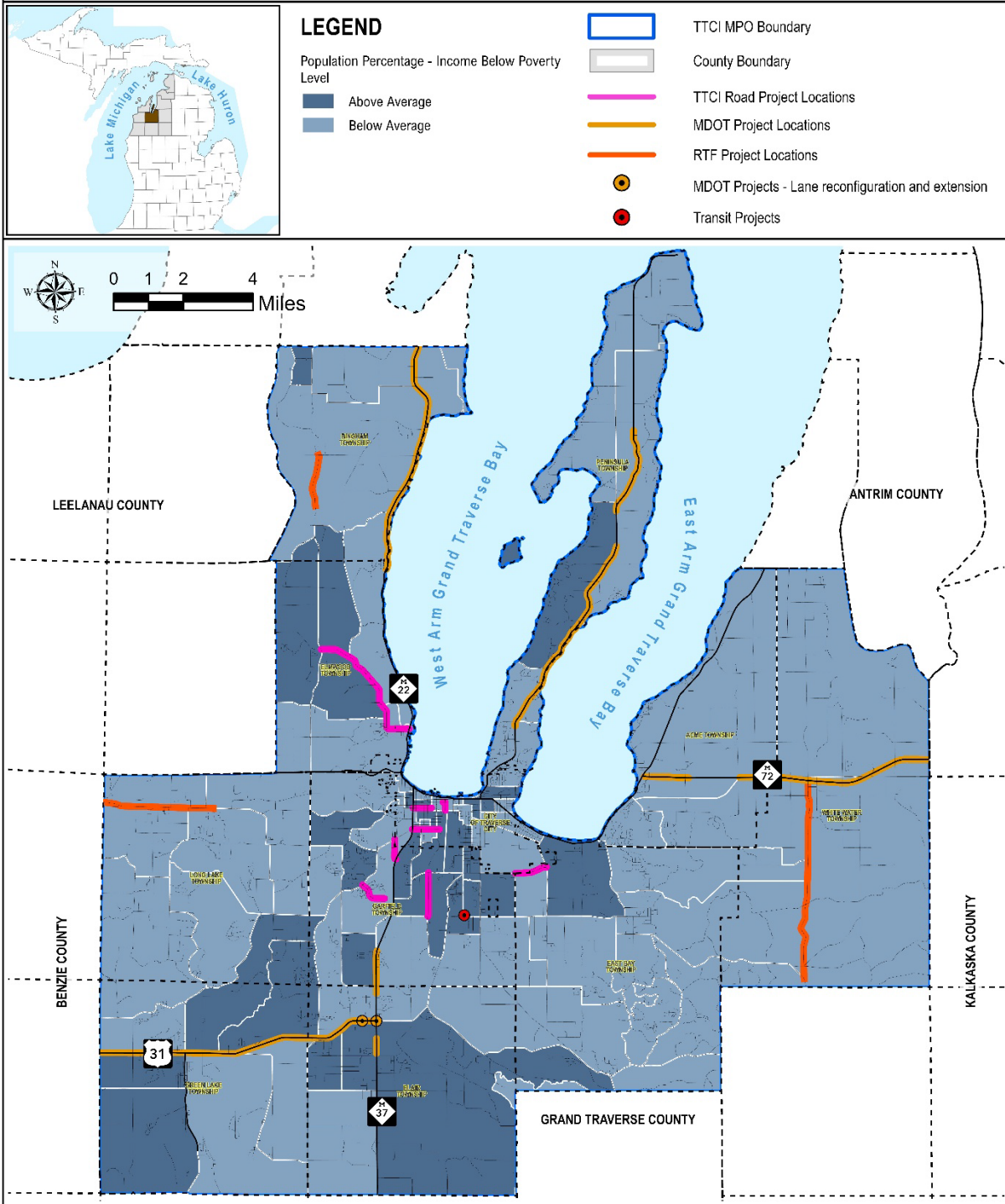
- Above Average - POC
- Below Average - POC

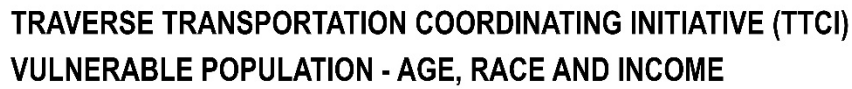
- TTCI MPO Boundary
- County Boundary
- TTCI Road Project Locations
- MDOT Project Locations
- RTF Project Locations
- MDOT Projects - Lane reconfiguration and extension
- Transit Projects





## TRAVERSE TRANSPORTATION COORDINATING INITIATIVE (TTCI) INCOME /POVERTY





# FINANCIAL PLAN

## Introduction

The function of the TIP Financial Plan is to manage available federal-aid highway and transit resources in a cost-effective and efficient manner. Specifically, the Financial Plan details:

- Available highway and transit funding (federal, state, and local)
- Fiscal constraint (cost of projects cannot exceed revenues reasonably expected to be available)
- Expected rate of change in available funding

## Available Highway and Transit Funding

The majority of federal transportation funding originates from the federal motor fuel tax, currently set at 18.4 cents per gallon for gasoline and 24.4 cents per gallon for diesel. These revenues are deposited in the Highway Trust Fund (HTF), which allocates funds to both the Federal-Aid Highway Program and the Mass Transit Account. In recent years, the HTF has required substantial transfers from the federal General Fund due to declining fuel tax revenues, a trend driven by rising fuel efficiency and the growing use of electric vehicles.

Federal highway funds are apportioned to states based on formulas established by law, with a portion subsequently allocated to local agencies. Transit funds are similarly distributed through formula programs administered by the Federal Transit Administration (FTA).

Michigan's transportation revenues primarily come from state motor fuel taxes (currently 31 cents per gallon) and vehicle registration fees, which feed into the Michigan Transportation Fund (MTF) and Comprehensive Transportation Fund (CTF). Local transportation funding, while critical, varies significantly across jurisdictions and is typically derived from transportation millages, special assessment districts, and other mechanisms. Due to this variability, TTCI's financial planning focuses on federal and state revenue sources that are more predictable and quantifiable.

## Sources of Federal Highway Funding

- Surface Transportation Block Grant Program (STBG) – Administering Agency: FHWA (administered by MDOT). Funds construction, reconstruction, rehabilitation, resurfacing, restoration, preservation, and/or operational improvements to federal-aid highways and replacement, preservation, and other improvements to bridges on public roads. Michigan's STBG apportionment from the federal government is split, with slightly more than half allocated to areas of the state based on population and half that can be used throughout the state. A portion of STBG funding is reserved for rural areas. STBG can also be flexed (transferred) to transit projects. For the purposes of this TIP, STBG translates into STP Small MPO, STP Small Urban, STP Rural/Flexible, and STP Flexible (Bridge).
- Transportation Alternatives Program (TAP) – Administering Agency: FHWA (administered by MDOT). Funds can be used for a number of activities to improve the transportation system environment, such as non-motorized projects, preservation of historic transportation facilities, outdoor advertising control, vegetation management in rights-of-way, and the

planning and construction of projects that improve the ability of students to walk or bike to school. Funds are split between the state and various urbanized areas based on population.

- Rail-Highway Grade Crossings – Administering Agency: FHWA (administered by MDOT). Project Type: Safety improvements at railroad crossings, such as installing or upgrading signals, gates, or crossing surfaces. MDOT selects and manages these projects statewide; improvements can occur on both state trunklines and local roads. Because this is a statewide program, MPOs do not control its distribution within their area.
- National Highway Freight Program (NHFP) – Administering Agency: FHWA (administered by MDOT). Project Type: Highway projects that improve freight movement on the National Highway Freight Network (NHFN), such as upgrades to important freight corridors, interchanges, or freight bottlenecks. Projects must be consistent with the State's Freight Plan and located on the designated NHFN. Michigan operates this as a statewide program in cooperation with regional MPO input.
- Carbon Reduction Program (CRP) – Administering Agency: FHWA (through MDOT). Project Type: Projects aimed at reducing on-road carbon dioxide emissions, congestion reduction and traffic management, public transportation, and bicycle/pedestrian improvements.

#### **Sources of Federal Transit Funding Programs**

- Section 5307 Urbanized Area Formula Grants – Administering Agency: FTA (funds typically awarded to a region's designated transit agency). Project Type: Public transportation in urbanized areas, including capital projects (bus purchases, facility construction/rehabilitation), transit planning activities, and, in smaller urban areas, operating assistance. This is the largest source of federal transit funding in Michigan.
- Section 5310 Enhanced Mobility of Seniors & Individuals with Disabilities – Administering Agency: FTA (in Michigan, MDOT administers funds for small urban and rural areas). Project Type: Transportation services and capital equipment that improve mobility for older adults and people with disabilities, especially where existing transit is unavailable or insufficient. This includes purchase of accessible vehicles, supporting paratransit services, and transit facility improvements beyond ADA requirements.
- Section 5311 Formula Grants for Rural Areas – Administering Agency: FTA (program administered by MDOT for Michigan's rural transit providers). Project Type: Public transportation in non-urbanized (rural) areas, funding activities including capital improvements (buses, facilities), operating assistance for transit service, and planning for rural transit. MDOT runs a competitive grant process to distribute 5311 funds among Michigan's rural transit agencies. This program also allows certain job access projects in rural areas (carried over from the former JARC program).
- Section 5339 Bus and Bus Facilities – Formula (5339(a)) – Administering Agency: FTA (MDOT administers the state's portion). Project Type: Bus fleet replacement and bus facility

projects – e.g. purchasing new buses, rehabilitating or rebuilding older buses, and constructing or renovating bus garages and transfer facilities. Large urban transit agencies receive 5339(a) apportionments directly, while smaller transit agencies receive funding through the state. These funds help transit providers maintain and modernize bus fleets and related infrastructure.

- **Section 5339 Bus and Bus Facilities – Discretionary (5339(b)) – Administering Agency:** FTA. **Project Type:** Competitive grants for bus system capital investments, such as purchasing buses, replacing aging fleets, and constructing bus facilities or modernizing bus stations. **Discretionary** (nationwide competitive grant program for bus capital). Transit agencies or states apply to FTA for 5339(b) grants. Projects are evaluated on criteria like age and condition of assets being replaced, service reliability improvements, and benefits to riders. This program enables agencies to undertake larger bus capital projects than formula funds alone would allow.
- **Section 5339 Low or No Emission Vehicle Program (Low-No, 5339(c)) – Administering Agency:** FTA. **Project Type:** Grants for the purchase or lease of low-emission and zero-emission transit buses, along with supporting facilities and equipment. Eligible projects include battery-electric or fuel-cell bus purchases and related facility upgrades.

### **State of Michigan Transportation Funding Programs**

- **Michigan Transportation Fund (MTF) – Administering Agency:** MDOT (statewide distribution by statute). **Project Type:** State-collected fuel tax and vehicle registration fee revenues used for highway and bridge construction, maintenance, and operations across the state. MTF revenues are also the primary source of the local matching funds required for federal-aid projects. **Funding:** Formula-based (governed by Public Act 51 of 1951). After certain earmarks and costs, roughly 10% of net MTF revenue is set aside to transit (CTF), and the remainder is split 39.1% to MDOT, 39.1% to county road commissions, and 21.8% to cities/villages. MTF funds are distributed directly to road agencies (“Act 51 agencies”) based on factors like road mileage and population. They can be used on any public roads (not just federal-aid highways) for activities such as road resurfacing, snow removal, and traffic operations. In the TIP, MTF contributions typically appear as the state or local match on federal-aid projects; purely locally funded projects using MTF may be listed only if they are regionally significant
- **Surface Transportation Program – Rural (STP-Rural or STBG-Rural) – Administering Agency:** FHWA (administered by MDOT). **Project Type:** Capital improvements on roads functionally classified as rural federal-aid eligible (typically minor collectors and above). Eligible projects include resurfacing, reconstruction, shoulder paving, intersection improvements, culvert replacements, guardrails, and in some cases, non-motorized facilities or transit capital needs. The Northwest Michigan Council of Governments (NWMCOG), dba Networks Northwest, facilitates the Rural Task Force process. Each county-level RTF prioritizes projects, which are then submitted to a Regional Task Force for review and inclusion in the

regional program. These funds support rural infrastructure preservation and mobility, especially where no other funding sources are available.

- Comprehensive Transportation Fund (CTF) – Administering Agency: MDOT (Office of Passenger Transportation). Project Type: State transit assistance – supports local transit agency operations, capital projects, and as matching funds for federal transit grants. The CTF is the dedicated transit account within the MTF, receiving a share of state transportation revenue. Funding: Formula-based (by Act 51, 10% of certain state transportation revenues are directed to the CTF for public transportation). MDOT allocates CTF dollars to transit agencies for eligible uses: a major portion goes to local bus operating assistance, and other portions fund capital match (state match to federal 5307/5311 grants), specialized services, intercity bus program, etc.
- Transportation Economic Development Fund (TEDF) – Category C (Urban Congestion Mitigation) – Administering Agency: MDOT. Project Type: Road improvements in urban counties aimed at relieving congestion and improving all-season capabilities on important routes (often supporting economic development in urban areas). Examples include widening major county roads or improving critical intersections in growing urban counties. Funding: Hybrid – a combination of federal-aid highway funds and state funds dedicated to this program. (TEDF Category C receives a portion of federal STBG funds in Michigan, supplemented by state dollars.) Notes: Category C is focused on urban congestion relief. . MDOT distributes these funds to eligible counties based on a formula and project prioritization. Projects must be located in designated urban counties (as defined in Act 51) and address congestion. Unused federal portions do not carry over year-to-year, whereas the state-provided portion can carry forward to future years.
- Transportation Economic Development Fund (TEDF) – Category D (Rural All-Season Roads) – Administering Agency: MDOT. Project Type: Road improvements in rural counties, emphasizing the creation of all-season road networks that can accommodate heavy vehicles year-round without weight restrictions. Typically used to pave or strengthen key county roads to all-season standards, improving connectivity for trucking and rural industries. Funding: Hybrid – combination of federal and state funds (federal-aid funds plus state matching funds set aside for TEDF D).
- Local Bridge Program – Administering Agency: MDOT (Local Bridge Advisory Boards in each region). Project Type: Rehabilitation and replacement of locally-owned (county, city, or village) bridges. This program addresses structurally deficient or obsolete bridges off the state trunkline system. Funding: Blend of state and federal funds – primarily funded by a portion of Michigan’s state fuel tax revenue (MTF) dedicated to local bridges, supplemented by federal Surface Transportation Block Grant funds that MDOT sets aside for bridges.

### **Demonstration of Fiscal Constraint**

Federal law requires that each Transportation Improvement Program (TIP) be financially constrained. In practice, this means the TIP must include a financial plan demonstrating how the

programmed projects can be implemented while adequately operating and maintaining the existing transportation system and may include only those projects for which funding is reasonably expected to be available. This ensures that TIPs are realistic and implementable. Each programmed project must have a clearly identified source of funding, and the total cost of all projects must remain within anticipated revenue limits for each fiscal year.

A key financial requirement in developing the TIP is that fiscal constraint be demonstrated on a year-by-year basis. Funding is considered “reasonably expected to be available” when federal, state, and local allocations are based on historical funding levels and adjusted using cooperative forecasts. These forecasts are developed jointly by the Michigan Department of Transportation (MDOT), metropolitan planning organizations (MPOs), and public transit agencies, with technical guidance from the Michigan Transportation Planning Association (MTPA). These forecasts reflect expected revenue availability and do not attempt to fully capture inflationary trends in project costs, which are addressed separately through year-of-expenditure adjustments in the TIP’s financial tables.

### **Cooperative Revenue Estimation Process**

TTCI’s process for ensuring fiscal constraint begins with estimating the funding likely to be available over the FY 2026–2029 period. In Michigan, this process is facilitated by the Michigan Transportation Planning Association (MTPA), a statewide body that includes representatives from MDOT, MPOs, the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA). MTPA convenes a Financial Work Group (FWG) to review historical funding data, federal apportionment trends, and state budget projections, then establishes standard growth rates and assumptions for federal and state transportation revenues. All MPOs in Michigan—including TTCI—use these assumptions to develop their TIP financial forecasts.

TTCI applied these guidelines in consultation with MDOT, local road agencies, and the regional transit provider to identify anticipated revenues across federal, state, and local sources. MDOT provided estimates of anticipated Surface Transportation Block Grant (STBG), Highway Safety Improvement Program (HSIP), and other federal-aid funding programs for use in the TTCI area, along with the expected availability of matching state funds. Transit providers contributed estimates for FTA programs such as Section 5307 and Section 5339. Local transportation agencies provided inputs on available local match (typically from the Michigan Transportation Fund or millage revenues), which were incorporated into the TIP to ensure that project funding packages were complete and feasible.

All revenue and cost estimates in the TIP are presented in year-of-expenditure (YOE) dollars, meaning they reflect the year the funds are expected to be obligated, with minor inflation adjustments applied as appropriate. This further ensures that fiscal constraint is demonstrated with a realistic financial outlook.

### **Fiscal Constraint Demonstration and Project Programming**

Once the revenue forecast was established, TTCI worked with local jurisdictions, MDOT, and transit providers to ensure that the list of programmed projects did not exceed expected funding in any fiscal year. Project costs were aligned with the appropriate funding programs, and projects were

scheduled or phased accordingly to maintain balance. This required coordination among TTCI's Technical Committee, local agency staff, and MDOT to refine project timing, cost assumptions, and match sources.

The result is a fiscally constrained FY 2026–2029 TIP in which no project has been programmed without a committed or reasonably expected funding source. Total programmed obligations in each fiscal year remain within the estimated funding available across all applicable funding categories—federal highway, federal transit, state, and local. MDOT trunkline projects were incorporated into the program using separate state/federal resources that do not impact the MPO's fiscal balance.

TTCI's TIP is therefore consistent with all federal fiscal constraint requirements. It reflects a careful and collaborative financial planning process designed to ensure that planned improvements are achievable within known funding limits, while preserving the fiscal integrity of the region's transportation system.

## Resources Available For Capital Needs on the Federal-Aid Highway System

A summary of the predicted resources that will be available for non-MDOT capital needs on the federal-aid highway system in the TTCI MPO area over Fiscal Years 2026–2029 is given below. The only local funding (i.e., non-federal) included is the funding required to match the federal-aid funds. This is generally about 18.15% of the cost of each project for MPOs and 20% for RTF (the local match can be higher depending on total project costs and specific funding needs). **Table 1** shows allocations for TTCI MPO only. However, since some RTF-funded projects fall within the TTCI MPO boundary, **Table 2** provides the allocated federal and state amounts for those Rural Task Force projects located within the MPO boundary.

**Table 1**

<b>TTCI</b>	<b>Resources Available for Capital Needs on the Federal-Aid Highway System for TTCI Area (2026-2029)</b>			
<b>FY</b>	<b>FEDERAL: STBG + STBG Flex</b>	<b>CRSM</b>	<b>Local Match (18.15%)</b>	<b>Total</b>
<b>2026</b>	\$1,093,000	\$129,000.00	\$270,975	\$1,492,975
<b>2027</b>	\$1,116,000	\$131,000.00	\$276,519	\$1,523,519
<b>2028</b>	\$1,138,000	\$134,000.00	\$282,062	\$1,554,062
<b>2029</b>	\$1,161,000	\$137,000.00	\$287,828	\$1,585,828
<b>Total</b>	<b>\$4,508,000</b>	<b>\$ 531,000.00</b>	<b>\$1,117,384</b>	<b>\$6,156,384</b>

**Table 2**

<b>RTF</b>	<b>Resources Available for Capital Needs on the Federal-Aid Highway System for TTCI Area (2026-2029)</b>			
<b>FY</b>	<b>FEDERAL: STP - Rural Flex</b>	<b>State (State D - TEDF category D funds))</b>	<b>Local Match 20% for RTF</b>	<b>Total</b>
<b>2026</b>	\$1,211,000	\$443,165	\$302,750	\$1,956,915
<b>2027</b>	\$1,285,900	\$306,649	\$321,475	\$1,914,024
<b>2028</b>	\$1,310,900	\$254,532	\$327,725	\$1,893,157
<b>2029</b>	\$1,536,000	\$371,721	\$384,000	\$2,291,721
<b>Total</b>	<b>\$5,343,800</b>	<b>\$1,376,066</b>	<b>\$1,335,950</b>	<b>\$8,055,816</b>

## MDOT Capital Revenues – Draft

The estimate for MDOT capital revenues is directly based on the total programmed projects within the TTCI area. The projected total is \$X in federal, state, and local funds allocated to MDOT projects.

**Table X**

MDOT	Resources Available for Capital Needs on the Federal-Aid Highway System for TTCI Area (2026-2029)			
FY	FEDERAL: STG	State	Local	Total
2026				
2027				
2028				
2029				
Total				

**Table X**

TOTAL (NON-MDOT) RESOURCES AVAILABLE FOR CAPITAL NEEDS ON THE FEDERAL-AID HIGHWAY SYSTEM FOR TTCI AREA (2026-2029)				
FY	FEDERAL: STBG + STBG Flex + STP - Rural Flex + CRSM	State	Local match	Total*
2026	\$2,433,000	\$443,165	\$573,725	\$3,449,890
2027	\$2,532,900	\$306,649	\$597,994	\$3,437,542
2028	\$2,582,900	\$254,532	\$609,787	\$3,447,219
2029	\$2,834,000	\$371,721	\$671,828	\$3,877,548
Total	\$10,382,800	\$1,376,066	\$2,453,334	\$14,212,200

\*This total column is supposed to add the MDOT but we are keeping this - TTCI and RTF only

### Estimates for Operations and Maintenance costs for the Federal-Aid Highway System

The majority of federal-aid highway funding is designated for capital costs, which include the construction and maintenance of physical assets within the federal-aid highway system (covering all I-, US-, and M-designated roads, as well as most public roads classified as "collector" or higher in the national functional classification system). Operations and Maintenance (O&M) costs—such as snow and ice removal, pothole patching, rubbish removal, and electricity for streetlights and traffic signals—are the responsibility of the operating road agencies (MDOT and local road agencies). However, federal regulations require an estimate of O&M costs on the federal-aid highway system over the years covered by the TIP. Table X below summarizes the O&M cost estimates for roads within the TTCI federal-aid highway system. These funds are not included in the TIP, as most highway operations and maintenance activities are not eligible for federal-aid funding.

	Estimated Operations and Maintenance Costs on Federal-Aid Highway System for TTCI Area (FY 2026-2029)			
	2026	2027	2028	2029
MDOT				
Local				
TOTAL				

### Resources Available For Capital Needs of Public Transit Agencies

Transit agencies in the TTCI area receive funding from a variety of sources: federal, state, and local. Public transit agencies can access funding for capital needs through a combination of federal grants, state and local funding, and fare revenues, with the Federal Transit Administration (FTA) playing a key role in distributing federal funds. Federal funding is primarily allocated based on the population of the urbanized area and/or state. For example, Section 5307 (Urbanized Area Formula Grant) is distributed directly to the transit agency in the TTCI area, such as the relevant transit agencies operating within the region. Federal capital funding is distributed to transit agencies through MDOT. There are other funding sources ([reference to Sources of Federal Transit Funding Programs above](#)) The State of Michigan, through the MDOT Office of Passenger Transportation (OPT), also distributes CTF funding to match federal-aid and for local bus operating (LBO). LBO funds are crucial for transit agencies, as federal-aid funding for transit, similar to highways, is insufficient to support full operation of the transit systems. Federal capital funding for transit is unpredictable and only represented by known projects receiving funding. Local funding is generated from farebox revenues, city general funds, and advertising revenue. Local funding tends to fluctuate, so this summary primarily includes federal and state resources.

**Table X**

Estimate resources available for Public Transit Agencies in TTCI Area (FY 2026-2029)			
2026	2027	2028	2029

Demonstration of Financial Constraint (FY 2026-2029)

**DEMONSTRATION OF FINANCIAL CONSTRAINT (FY2026-2029)**

	2026	2027	2028	2029
Highway Funding	\$3,449,890	\$3,437,542	\$3,447,219	\$3,877,548
Highway Programmed				
Transit Funding				
Transit Programmed				
Total Funding				
Total Programmed				
Difference				

## **GPA TARGET REPORT**

This section is still in Development

## PERFORMANCE MEASURES

Under federal law, Metropolitan Planning Organizations (MPOs) like TTCI are required to set performance targets in coordination with the Michigan Department of Transportation (MDOT) and relevant transit agencies. These targets help ensure that transportation investments contribute to achieving national, state, and regional transportation goals.

State performance targets are established by MDOT for safety, infrastructure condition, system performance, freight movement, and transit asset management. MPOs must either support MDOT's statewide targets, aligning regional planning efforts with state goals, or establish their own MPO-specific targets, which must be based on data and forecasting methodologies.

### **National Goal Areas for Performance Management for Roads and Highways**

23 CFR 490 outlined the national goals for the federal aid highway program around which the federally required performance measures were created. TTCI adheres to those goals by setting targets, prioritizing projects, and tracking performance in the following areas:

1. Safety: To achieve a reduction in fatalities and serious injuries on all public roads.
2. System Performance
  - a. Infrastructure Condition
    - i. Pavement: Support MDOTs statewide pavement condition goal.
    - ii. Bridge: Support MDOTs statewide bridge condition goal.
  - b. System Reliability: To improve the efficiency of the surface transportation system.
3. Freight Movement and Economic Vitality: To improve freight networks, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
4. Congestion Management: To enhance the performance of the transportation network by reducing congestion and emissions while improving sustainability and efficiency.
5. Reduced Project Delivery Delays: To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

TTCI, like many MPOs in Michigan, has elected to support MDOT's statewide performance targets, ensuring consistency in transportation planning and project implementation across the state.

State targets are required under federal law to:

- Improve accountability in transportation decision-making
- Ensure the efficient use of federal transportation funds
- Provide a consistent framework for tracking progress across all MPOs in Michigan
- Promote data-driven decision-making that aligns with national transportation priorities

By adopting MDOT's performance targets, TTCI ensures that local projects align with state and federal funding priorities, making it easier to secure funding and demonstrate compliance with federal regulations. The following sections describe each stated performance measure.

**Table X: Performance Measures Summary – TTCI FY 2026-2029 TIP**

Performance Area	Measure	Applicable Metric(s)	Target Approach
Safety (PM1)	Crash & injury reduction	<ul style="list-style-type: none"> <li>• Fatalities</li> <li>• Serious injuries</li> <li>• Non-motorized injuries</li> <li>• Fatality/injury rates per VMT</li> </ul>	Support MDOT State Targets
Infrastructure Condition and Reliability (PM2)	Pavement & bridge condition on NHS	<ul style="list-style-type: none"> <li>• % NHS pavements good/poor</li> <li>• % bridges good/poor</li> </ul>	Support MDOT State Targets using Pavement Evaluation and Rating (PASER) data
System Performance (PM3)	Travel time reliability	<ul style="list-style-type: none"> <li>• % person-miles reliable (Interstate/NHS)</li> <li>• Truck travel time reliability index</li> </ul>	Support MDOT State Targets
Transit Asset Management (PM4)	State of Good Repair for transit vehicles & facilities	State of Good Repair Targets; <ul style="list-style-type: none"> <li>• Rolling Stock</li> <li>• Equipment</li> <li>• Facilities</li> <li>• Infrastructure</li> </ul>	Support transit agency targets

**PM 1: Statewide Safety Targets**

Improving transportation safety is a key priority at the federal, state, and regional levels. The Federal Highway Administration (FHWA) requires all state departments of transportation (DOTs) and Metropolitan Planning Organizations (MPOs) to adopt safety performance measures (PM1) under 23 CFR 490 Subpart B as part of a performance-based transportation planning approach.

The Michigan Department of Transportation (MDOT) establishes annual statewide safety targets, which MPOs must either:

- Support by aligning local planning and programming efforts with state goals, or
- Establish their own quantifiable safety targets for the metropolitan planning area.

TTCI has chosen to support MDOT's statewide safety targets, ensuring alignment with Michigan's broader safety initiatives.

Safety performance measures were the first category for which specific targets were mandated. On August 31, 2024, the Michigan Department of Transportation (MDOT) established statewide safety targets for calendar year 2025, following months of collaboration with Michigan's MPOs. This decision triggered a 180-day deadline for MPOs to either adopt their own targets or support the state's targets, with a final decision required by February 27, 2025.

On November 12, 2024, the TTCI Policy Board voted to support the state’s safety targets across all five required categories. This annual process ensures alignment with federal and state safety objectives, reinforcing a coordinated approach to improving transportation safety statewide.

**Table X: Michigan Statewide Crash Trends 2021-2025**

Safety Performance Measure	2021	2022	2023	2024	2025
Fatalities	1,136	1,123	1,095	1,074	1,062
Serious Injuries	5,979	5,782	5,816	5,671	5,603
Non-Motorized Fatalities & Serious Injuries	674	720	785	736	727

The state safety targets are based on a five-year rolling average of crash data and are submitted as part of Michigan’s Highway Safety Improvement Program (HSIP) annual report. The 2025 statewide targets are as follows:

**Table X: Michigan Statewide Safety Performance Targets for 2025**

Safety Performance Measure	Baseline Condition (5-Year Average)	2025 State Target
Number of Fatalities	1085.2	1098
Fatality Rate (per 100M VMT)	1.137	1.113
Number of Serious Injuries	5,727.8	5,770.1
Serious Injury Rate (per 100M VMT)	5.988	5.85
Number of Nonmotorized Fatalities & Serious Injuries	743	728.3

MDOT’s 2025 targets reflect a data-driven approach, considering trends in traffic fatalities, serious injuries, and nonmotorized safety. These targets guide investments in infrastructure improvements, enforcement strategies, and public education programs.

### TTCI’s Role in Safety Planning

TTCI supports Michigan’s Vision Zero approach, which aims to eliminate traffic-related deaths and serious injuries by:

- Prioritizing safety-focused projects in the TIP, such as intersection improvements, road diets, pedestrian/bicycle enhancements, and traffic calming measures.
- Collaborating with MDOT and local agencies to implement proven safety countermeasures.
- Ensuring compliance with FHWA’s safety performance requirements through data monitoring and project selection criteria that align with state and national safety goals.

As part of its TIP development process, TTCI will continue to integrate safety-focused projects and prioritize investments that reduce traffic fatalities and serious injuries throughout the Traverse City metro area.

### Mid-Performance Period Adjustments

Under 23 CFR 490.105(f), MDOT evaluates its mid-performance period progress and may adjust four-year targets. If an adjustment occurs, TTCI will review the updated targets and either:

- Continue supporting MDOT's revised safety targets, or
- Develop its own MPO-specific targets, in coordination with MDOT.

TTCI will work closely with MDOT and regional stakeholders to ensure safety performance measures remain a priority in transportation planning.

## **PM 2: Infrastructure Condition and System Reliability**

As of November 12, 2024 (i.e. 2-Year and 4-Year reporting cycle), the TTCI Policy Board elected to support the MDOT targets for the areas of Pavement Performance, Bridge Condition, and Travel Time Reliability. To support these targets, TTCI will continue ongoing coordination with the State and other safety stakeholders to address areas of concern, and agreeing to plan and program projects that contribute toward meeting these State targets.

Federal regulations require that states measure, monitor, and set goals for pavement performance based upon a composite index of metrics. The four-year performance period baseline is actual pavement performance calculated from data collected the year prior to the first year of a performance period and reported to the HPMS in the first year of the performance period. Pavement performance is calculated using the Pavement Condition Measure (PCM) which requires evaluation of pavement condition thresholds using International Roughness Index (IRI), Cracking Percent, Rutting (asphalt) and Faulting (jointed concrete) metrics, or Pavement Serviceability Rating (PSR) for segments where the posted speed limit is less than 40 miles per hour (mph). Within each four-year performance period, FHWA will determine whether the State DOT has made significant progress toward respective State 2- and 4- year target achievement. Regulation defines significant progress as (1) actual performance is better than baseline or (2) actual performance is better than the respective target.

### **Table X: In Progress**

## **PM 3: System Performance**

Section in progress

## **PM 4: Transportation Asset Management**

Section in progress

## Resolution to Adopt the Traverse Transportation Coordinating Initiative (TTCI) FY 2026–2029 Transportation Improvement Program (TIP)

**WHEREAS**, the Traverse Transportation Coordinating Initiative (TTCI) is the designated Metropolitan Planning Organization (MPO) for the Traverse City Urbanized Area in the State of Michigan; and

**WHEREAS**, TTCI is responsible for carrying out a comprehensive, coordinated, and continuing transportation planning process in cooperation with the Michigan Department of Transportation (MDOT), local road agencies, public transit providers, and other stakeholders, as required by Title 23 U.S.C. Section 134 and Title 49 U.S.C. Section 5303; and

**WHEREAS**, the Transportation Improvement Program (TIP) is a fiscally constrained, four-year program of regionally significant and federally funded surface transportation projects that supports the goals and policies outlined in the Metropolitan Transportation Plan (MTP); and

**WHEREAS**, TTCI, in cooperation with MDOT, local jurisdictions, and the region's transit provider, has developed the FY 2026–2029 TIP in accordance with federal regulations under 23 CFR Part 450.326, including requirements for performance-based planning, fiscal constraint, and public involvement; and

**WHEREAS**, TTCI has provided opportunities for public review and comment on the TIP in accordance with its adopted public participation process, and has incorporated relevant input received from the public and stakeholders during its development; and

**WHEREAS**, the TIP includes highway, bridge, transit, safety, and non-motorized projects that are consistent with regional transportation priorities and funding availability, and the Financial Plan demonstrates that the program is fiscally constrained for each year and funding category;

**NOW THEREFORE BE IT RESOLVED**, that the Policy Board of the Traverse Transportation Coordinating Initiative hereby adopts the TTCI FY 2026–2029 Transportation Improvement Program, including all supporting documentation and appendices, and authorizes its submission to the Michigan Department of Transportation, the Federal Highway Administration, and the Federal Transit Administration for approval.

**BE IT FURTHER RESOLVED**, that TTCI staff are authorized to make administrative modifications and minor amendments to the TIP in accordance with TTCI's established procedures and federal guidance.

Adopted this XXth day of Month, 2025 at a regular meeting of the TTCI Policy Board held in Traverse City, Michigan.

\_\_\_\_\_  
Beth Friend, Chair  
Traverse Transportation Coordinating Initiative

\_\_\_\_\_  
MM/DD/YYYY  
Date

## **Metropolitan Planning Process Certification**

### **Traverse Transportation Coordinating Initiative (TTCI)**

#### **FY 2026–2029 Transportation Improvement Program**

In accordance with 23 CFR 450.336, the Michigan Department of Transportation and the Traverse Transportation Coordinating Initiative (TTCI), the Metropolitan Planning Organization (MPO) for the Traverse City Urbanized Area, hereby certify that the metropolitan transportation planning process is being carried out in accordance with all applicable requirements, including:

1. 23 U.S.C. 134 and 49 U.S.C. 5303, as amended, which require a continuing, cooperative, and comprehensive transportation planning process for urbanized areas;
2. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR Part 21;
3. 49 U.S.C. 5332, which prohibits discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Section 1101(b) of the Infrastructure Investment and Jobs Act (IIJA) (Pub. L. 117-58) and 49 CFR Part 26, regarding the involvement of disadvantaged business enterprises;
5. 49 U.S.C. 5121–5128, relating to the planning and programming of projects for the transportation of hazardous materials;
6. The Clean Air Act, as amended (42 U.S.C. 7401 et seq.) and 40 CFR Part 93, if applicable;
7. The Americans with Disabilities Act of 1990 (ADA) (42 U.S.C. 12101 et seq.) and U.S. DOT regulations “Transportation for Individuals with Disabilities” (49 CFR Parts 27, 37, and 38);
8. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age;
9. Section 324 of Title 23 U.S.C., regarding the prohibition of discrimination based on gender;
10. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR Part 27, regarding discrimination against individuals with disabilities;
11. Provisions of 23 CFR Part 450, including Subpart C, relating to metropolitan transportation planning and programming;
12. The provisions of 23 CFR 450.326 regarding development and content of the Transportation Improvement Program (TIP), including fiscal constraint, air quality conformity (if applicable), and public involvement.

This certification affirms that TTCI and its planning partners have developed the FY 2026–2029 TIP in compliance with the federal metropolitan transportation planning regulations, including requirements for performance-based planning, fiscal constraint, public participation, and interagency consultation.

**Traverse Transportation Coordinating Initiative (TTCI)**

Authorized Signature: \_\_\_\_\_

Name: Beth Friend

Title: Chair, TTCI Policy Board

Date: \_\_\_\_\_

**Michigan Department of Transportation (MDOT)**

Authorized Signature: \_\_\_\_\_

Name: Todd White

Title: Director, Bureau of Transportation Planning

Date: \_\_\_\_\_