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traversetransportation.org



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

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## **TTCI Technical Committee Agenda**

### **Thursday March 13<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 December 19<sup>th</sup>, 2024 (See **attached, Pages 3-5**)
- 3) Public comment
- 4) New Business
  - a) TIP, MTP and UPWP Document Creation and Review (See **attached, Pages 6-7**)
  - b) MTP Goal Setting (No attachment – Discussion item/activity)
- 5) Public comment
- 6) Member Comments/Discussion of future agenda items
- 7) Next Meeting: April 10<sup>th</sup>, 2025 at 1:30 PM
- 8) Adjourn

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| 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)

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## TTCI Technical Committee Meeting

Thursday, December 19, 2024 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 1:30 pm on Thursday, December 19<sup>th</sup>, 2024.

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

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

**Present:**

John Sych (Garfield Twp.); Derek Weichlein (GT CRC); Angelica Scott (GT CRC); Lindsey Wolf (Acme Twp.); William Clark (BATA); Max Gierman (MDOT); Craig Brown (LCRC); Cody Stricker (Long Lake Twp.); Bill Vandercook (East Bay Twp.); Zach Cole (Traverse City); Ben DuBois (MDOT); Kyle Kobylski (MDOT); Elizabeth Calcutt (TART Trails); Richard Lewis (Leelanau County); Sarah Clarren (Elmwood Twp.); Jen Cram (Peninsula Twp.); Gregg Bird (GT Emerg. Mgmt); Chris Kushman (TART)

**Others present:**

Barry Hicks (NN); Emma Kelly (NN); Rob Carson (NN); Heidi Phaneuf (MDOT); Ben DuBois (MDOT); Alisha Busitill (OHM Advisors)

**Online:** Christina Nicolaides (FHWA MI Div.); Heather Hoeve (Mire FDE); Wayne Schoonover (OHM Advisors); Fern Spence (MDOT)

### 2. The vice chair asked to amend the agenda to add 4C - a presentation by MDOT of MDOT FY26-29 Projects

*Motion:* Z. Cole motioned to approve, supported by S. Clarren

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

### 3) Approval of Agenda and Meeting Minutes for October 17th, 2024 (action requested)

J. Sych asked if there needed to be any changes to the agenda and/or meeting minutes for October 17th, 2024.

*Motion:* C. Stricker moved, supported by S. Clarren, to approve the TTCI Technical Committee Meeting Minutes for August 15, 2024.

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

### 3) Public Comment

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

#### 4) New Business

##### a) FY 26-29 MPO TIP Project Review

B. Hicks explained the new MPO's first TIP selection process, including the application guidelines and available funding information.

##### b) FY 26-29 RTF Project Review

The committee heard presentations from each agency on their proposed projects for the different fiscal years, discussing prioritization and funding considerations.

After thorough discussion, the committee recommended the following projects for the policy board's review and consideration:

###### FY 2026:

- Cass Road (Grand Traverse County)
- Cherry Bend Road (Leelanau County)
- BATA (CRP)

###### FY 2027:

- Grand Traverse County, Cass Street
- BATA (CRP)

###### FY 2028:

- Traverse City, 14th Street
- BATA (CRP)

###### FY 2029:

- Cherry Bend Road (all three remaining Grand Traverse County projects)
- Grand Traverse County, South Airport
- Traverse City, 7th Street
- BATA (CRP)

*Motion: to approve this recommendation was made by Z. Cole, seconded by S. Clarren, and passed unanimously by voice call.*

##### c) MDOT FY26-29 Projects

H. Phaneuf and B. DuBois provided an overview of the MDOT trunk line projects, including intersection improvements and safety enhancements. The committee approved a motion to forward these projects to the policy board for review.

*Motion: to approve this was made by S. Clarren, seconded by C. Brown, and passed unanimously by voice call.*

#### 5) Public Comment

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

**6) Member Comments**

There was discussion of canceling the January TTCI Technical Committee meeting as a decision was made in today's meeting.

**8) Adjourn**

Meeting Adjourned at 3:13 pm.

Sincerely,

Emma Kelly  
Administrative Specialist



## Memorandum

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**DATE:** March 7, 2025

**TO:** Traverse Transportation Coordinating Initiative Technical Committee

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

**SUBJECT: TIP, MTP and UPWP Document Creation and Review**

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For the next four months, the TTCI Technical Committee and Policy Board will be engaged in a process to develop and adopt the MPOs first ever Transportation Improvement Program (TIP) and long-range plan, or Metropolitan Transportation Plan (MTP). Additionally, the group will be updating the Unified Planning Work Program (UPWP). All three of these documents work together to outline the current status of the transportation network in the MPO and provide information about specific projects and actions over the coming years:

- The **Transportation Improvement Program (TIP)**, which outlines planned transportation projects for the next four years.  
  
The project selection process, or Call for Projects (CFP), which is used to identify specific projects for inclusion in the TIP has been completed at this time. The remaining activity will be to review and discuss the FY26-29 TIP document as it is drafted.
- The **Metropolitan Transportation Plan (MTP)**, a long-term vision for the region's transportation system.  
  
To maintain a valid TIP, an MTP is required. Given the limited timeframe for adoption, TTCI will focus on including the essential required elements in the initial MTP. Input from both the Technical Committee and Policy Board will be incorporated throughout the drafting process, with the primary objective of establishing goals for the next five years to support the development of a more comprehensive and robust MTP in 2030.
- The **Unified Planning Work Program (UPWP)** outlines the transportation planning tasks and activities that TTCI will undertake over the next year to support regional mobility and infrastructure planning.  
  
The project selection process, or Call for Projects (CFP), which is used to identify specific projects for inclusion in the TIP has been completed at this time. The remaining activity will be to review and discuss the FY26-29 TIP document as it is drafted.

To support the completion of all three documents, additional opportunities for engagement and review will be available between regular meetings. A dedicated website has been created to provide access to updated drafts as they are developed. Technical Committee and Policy Board members may submit input or suggested revisions at any time through the Engagement Form on the website or by contacting the MPO Program Manager directly via email.

The website is available to the public and may be shared with anyone that would like to comment. The comment form will remain active throughout the duration of the development of these documents:

<https://www.networksnorthwest.org/community/transportation/ttci/ttci-transportation-planning-public-input.html>

## **Goal Setting**

The TTCI Policy Board has expressed a commitment to developing transportation planning policies to guide the future development of the region's transportation network more effectively and ensure funding is directed toward projects that align with the goals. This will be the primary focus of the upcoming TTCI meetings.

The 2025 MTP will not include specific goals (other than adopted MDOT statewide targets) regarding topics as they pertain to complete streets, safety, technology, and so on. This is due to the limited timeframe to approve the plan and meet state and federal requirements. Given the limited timeframe for approval of the 2025 MTP, the plan will instead identify key policy areas that TTCI will prioritize over the next five years for inclusion in the next MTP update. In the interim, TTCI may adopt individual policies and plans, which will eventually be incorporated into the revised MTP in 2030. These plans and policies will follow best practices for collection of data and public input as they are developed over the next five years.

TTCI Technical Committee and Policy Board members are encouraged to share their thoughts and priorities for inclusion in the current MTP. In order to compile those thoughts and priorities and keep everything as organized as possible, we are asking for members of both groups to complete a survey by March 28<sup>th</sup>, 2025. An email was sent on March 4<sup>th</sup> requesting input. Below is a link to that survey:

[TTCI Goal Setting Survey](#)

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## **Action Requested:**

- None