
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.

Tuesday, November 20, 2018

Draft - MEETING MINUTES - Draft

Call to Order

J. Carruthers, Secretary TTCI, called the meeting to order at 10:00 a.m. on Tuesday, November 20, 2018, at the Northwest Michigan Works! Dave Adams conference room.

Roll Call

J. Carruthers said there was a quorum.

Board Present: Jim Carruthers (Traverse City); Jim Cook, (GT County Road Commission); Chuck Korn (Garfield Township); Tom Mair (GT County Board of Commissioners); Jeff Shaw, (Elmwood Township); Dan Wagner (Leelanau Road Commission); Jay Zollinger (Acme Township);

Board Absent: Kelly Dunham, (Bay Area Transit Authority); Beth Friend, (East Bay Township); Patty O'Donnell (MDOT).

Others present: Mike Woods, Tom Slater.

Agenda:

J. Carruthers asked if there needed to be any changes to the agenda. Hearing none he asked for a motion.

*Motion by J. Zollinger, support by J. Shaw to approve the agenda presented.
Motion carried.*

Conflict of Interest

No conflict indicated.

Public Comment

No public comment.

Consent Calendar

J. Carruthers asked if there were any questions on the Consent Calendar, or anything that needed to be removed. No comments were made, so he asked for approval of the Consent Calendar.

- a. TTCI September Board Minutes
- b. TTCI October Technical Committee Minutes

*Motion by D. Wagner, support by J. Zollinger to approve the Consent Calendar.
Motion carried.*

FY 2018 Work Plan

a. MDOT Work Program

- Transportation Improvement Program for the urbanized area is funded through the Small Urban program which allows non-State implementing agencies program federal-aid eligible roads and transit projects. Scheduling for this meeting is expected in January, 2019.
- Staff will coordinate with the E/W corridor study consultants on obtaining stakeholder input to incorporate into the Freight Plan
- The regional model has been updated and will reflect growth in years 2025, 2030 and 2035.

b. TTCI Local Work program

• Master Street Plan

- Staff presented the Final Draft of the Master Street plan and reiterated that it would be incorporated into the Long Range Transportation Plan once that process begins in 2020.

Motion by J. Zollinger, support by J. Cook to accept Master Street Plan. Motion carried.

Other Business

a. E/W Scoping Update

- Megan Olds presented an update of the E/W scoping project. A purpose and need statement will be finalized in the next few weeks and approximately 9/10 conceptual alternatives will be presented to community stakeholders. A community input session is tentatively scheduled for 12/19, 6-8pm.

b. PSAP review

- The Census bureau has designated Regional Planning Agencies to lead the update of Census tract boundaries as part of the Participant Statistical Areas Program (PSAP). Further instruction is expected in January, 2019.

c. FY'19 Membership Dues

- Staff presented annual membership dues to the Board. Rates remained unchanged since the restructuring of the TTCI in 2015. Invoices will be sent out in the beginning of 2019.

Motion by J. Zollinger, support by C. Korn to approve the FY'19 Membership Dues. Motion carried.

d. Transportation Event – 2019

- Staff is suggesting that the annual public input event take place on 3/19 as this will be the regular meeting date of a TTCI Board meeting and will occur a week before grade school spring break.

e. Federal Programming activities update

- Small Urban task force meeting will be scheduled in January, 2019 to program for federal-aid eligible projects within the urbanized area.
- County level Rural Task Force meetings will be scheduled through the end of the

- year with regional meetings occurring in January, 2019.
- MDOT has allowed flexibility for local PASER data collection reimbursement through handing over administration to RPAs. Act 51 agencies seeking reimbursement for collection must submit an invoice on letterhead to their respective RPAs.

Transportation Implementing Agency Updates

- a. City of Traverse City
 - There will be a ribbon cutting for the completion of Lake St. in December. Parking Lot P is not able to be completed due to various restrictions. 8th St. will undergo improvement, Summer 2019.
- b. MDOT
 - NA
- c. BATA
 - NA
- d. Grand Traverse County Road Commission
 - The restricted left-turn cut on South Airport has been finished. Smart signals are installed and currently being tested/calibrated. The annual virtual tour of completed road projects will be shown in January, 2019.
- e. Leelanau County Road Commission
 - CR 669 project will begin after Labor Day, 2019. The Road Commission will be participating in a federal-fund exchange with another County, which allows for more flexibility in spending. Winter operations are set to commence next week.

Board Members Comments/Discussion of future agenda

- Staff mentioned the Seasonal Economy Summit that will take place on 12/3 at the Haggerty Center. The Summit will cover economic development and logistical challenges associated with seasonal influx and the seasonal economy.

Public Comments

No public comment.

Adjourn

No further business was brought forth. J. Carruthers adjourned the meeting at 11:27 a.m.

NEXT SCHEDULED MEETING: Tuesday, January 8, 2019.

Respectfully submitted,

Michael Woods

Michael Woods

DRAFT

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#	Attendance ✓	First	Last	Sponsoring Agency	Roll Call Vote agenda #	Roll Call Vote agenda #	Roll Call Vote agenda #
1	✓	Jim	Carruthers	Traverse City			
2	✓	Jim	Cook	GT County Road Commission			
3		Kelly	Dunham	BATA			
4	✓	Chuck	Korn	Garfield Township			
5	✓	Tom	Mair	GT County Board of Commissioners			
6		Beth	Friend	East Bay Township			
7		Patty	O'Donnell	MDOT			
8	✓	Jeff	Shaw	Elmwood Township			
9	✓	Dan	Wagner	Leelanau Road Commission			
10	✓	Jay	Zollinger	Acme Township			
				Alternate			
1		Richard	Lewis	Traverse City			
2		Wayne	Schoonover	Grand Traverse Road Commission			
3		Rick	Liptak	MDOT			
4		Rick	Brown	East Bay Township			
				Others			
1	✓	Mike	Woods	Networks Northwest			
2		Denise	Culman	Networks Northwest			
3	✓	Tom	Slater	Videographer			
4							
5							

TTCI By-Laws change approved September 18, 2018

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

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

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

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

Date: November 20, 2018
