

**NORTHWEST MICHIGAN REGIONAL
RURAL TRANSPORTATION COMMITTEE 10-A**

Bylaws

Adopted (date needed)

ARTICLE I - NAME

The name of this task force shall be the Northwest Michigan Regional Rural Transportation Committee 10-A.

ARTICLE II - PURPOSE

The purpose of this committee shall be to select and establish priorities for the Transportation Improvement Program (TIP) projects within the rural area of Antrim, Charlevoix, Emmet, and Kalkaska Counties. The TIP will be submitted to the State Transportation Commission for funding under the Moving Ahead for Progress in the 21st Century (MAP-21), State Transportation Improvement Program (STIP). Projects shall meet the following requirements:

- A. Projects shall be in accordance with MAP-21 legislation
- B. Projects shall be selected in conformance to the current Michigan Transportation Policy Plan (MTPP) MAP-21 Program Principles.
- C. Matching funds of not less than 20% of the total eligible costs of a project shall be required for those projects authorized by the Committee.

This committee shall also be the Task Force to select routes and establish priorities for projects within Antrim, Charlevoix, Emmet, and Kalkaska Counties for submission to the State Transportation Commission for funding under subsection 2 of Act No. 233, Public Acts of 1987, commonly known as Transportation Economic Development Fund Category D (EDF - "D"). Projects shall meet the following requirements:

- A. Projects shall be on the Federal Aid System unless otherwise waived by the Task Force.
- B. Projects shall be on existing hard surface roads unless otherwise waived by the Task Force.
- C. Construction shall be to all season standards.
- D. The funding shall be used for physical construction, preventative maintenance work or transit eligible capital projects only and shall not include costs of right-of-way acquisition or engineering.
- E. Matching funds of not less than 20% of the total eligible costs of a project shall be required for those projects authorized by the Task Force unless otherwise waived by the Task Force and set aside by the Commission.
- F. Authorized projects shall be completed within the committed timeframe.

ARTICLE III - MEMBERSHIP AND OFFICERS

- A. There shall be a total of 14 voting members of the committee and shall be as follows:
- I. County Road Commission (1 representative per county)
 - i. Antrim County
 - ii. Charlevoix County
 - iii. Emmet County
 - iv. Kalkaska County
 - II. County villages/cities (1 representative per county)
 - i. Antrim County
 - ii. Charlevoix County
 - iii. Emmet County (*City of Petoskey not eligible)
 - iv. Kalkaska County
 - III. County Public Transit Agencies (1 representative per county)
 - i. Antrim County Transportation
 - ii. Charlevoix County Transit System
 - iii. Emmet County Council on Aging
 - iv. Kalkaska Area Transit Authority
 - IV. Little Traverse Bay Band of Odawa Indians (1 representative)
 - V. Michigan Department of Transportation (1 representative)
- B. Non-voting members of the committee shall be each municipality within Antrim County, Charlevoix County, Emmet County, Kalkaska County, and Northwest Council of Governments.
- C. The Committee Chairman, Vice-Chairman and Secretary shall be elected from the county road commission representatives.
- D. The Committee Chairman is authorized to make adjustments to a project cost for a project that has been selected and established as a priority by the committee and has been included on the State TIP and programmed with MDOT. This adjustment may be made when requested by a voting member from the county of the project and when the county has adequate fund balances to cover a cost increase.
The accounting changes and fund balance updates shall be made at the next committee meeting.

ARTICLE IV - MEETINGS

- A. An annual meeting shall be held within 90 days of receiving adequate financial information from MDOT of each year to update the Transportation Improvement Program (TIP) priority list.
- B. The Chairman shall call for meetings as needed and/or when requested by a majority of the voting members to review and update the committee TIP.