

Michigan Department of Transportation

Region 3

Rural Task Force #3

ARTICLE I-NAME

The name of this Task Force shall be the “Rural Task Force #3”.

ARTICLE II-PURPOSE

The Rural Task Force Program provides federal and state dollars by region to rural counties with a population under 400,000 (78 out of 83 counties in Michigan). These dollars must be spent within the Region, comprised of Barry, Branch, Calhoun, Kalamazoo, and St. Joseph Counties. Road and transit capital projects are eligible.

The money is provided within two funding sources:

1. Surface Transportation Program (STP) Rural for improving the federal aid system and rural transit; and
2. State TEDF Category D for building and maintaining all-season Network

All final project selection is through the Rural Task Force which is comprised of equal representation from the five County Sub-Task Forces within the Region; Barry, Branch, Calhoun, Kalamazoo, and St. Joseph.

I. Project Location

- a. Projects shall be located on roads that have been functionally classified as a rural major collector or higher according to the National Functional Classification System approved by the Federal Highway Administration or;
- b. A Federal Transit Administration recognized rural transit provider within the Region.
- c. Money can be spent on rural minor collectors at the Michigan Department of Transportation’s discretion.

II. Compliance

- a. Projects shall be in compliance with all Federal and/or State standards unless waived by the agency having authority to do so.

III. Funding Sources/Matching/Requirements

- a. **STP-Rural** money can only be spent on “construction costs” and “contingencies” for highway projects. Right-of-way (ROW), construction engineering (CE), and preliminary engineering (PE) costs are a local responsibility, unless they are waived by the Rural Task Force #3. Requires at least a 20% non-federal match. This could be either State TEDF Category D or local match.
 - i. Transit capital projects are also eligible for STP funds.
- b. **State TEDF Category D**
 - i. Road must be classified as rural primary or higher
 - ii. The road also must be designated as a “D” route by the appropriate County Sub-Task Force.
 - iii. TEDF-Category D projects must be funded with at least 20 percent of the cost coming from a non-TEDF source (i.e., STP-Rural, local, etc.) This stipulation can be waived by the Michigan Department of Transportation Office of Economic Development if the county or city can prove economic hardship.

ARTICLE III-MEMBERSHIP

The membership of the Rural Task Force shall consist of six (6) members. The membership shall include a (1) representative from each County Sub-Task Force and a (1) representative from MDOT. MDOT will vote on projects that utilize D funds.

Each member may have an alternate designated by the County Sub-Task Force which they represent, who shall have all the powers and privileges of the member in the absence of the member. The alternate is welcome to attend all meetings and enter into the discussions, but has no vote except in the absence of the member. Proxy votes will not be allowed.

ARTICLE IV-MEETINGS

All meetings will adhere to the Michigan Open Meetings Act and adhere to a Public Participation Plan.

- I. Regular meetings
 - a. Regular meetings of the Rural Task Force #3 shall be held between October and December of each year at a time and place to be determined by the chairman of the Task Force.
 - b. An annual April meeting will be held to determine the status of current fiscal year projects.
- II. Special meetings
 - a. Special meetings of the Rural Task Force #3 shall be held at the call of the chairman or at a written request of a majority of the members of the Task Force. Notification of the meeting to the member of the Task Force and the public will meet the standards of the Michigan Open Meeting Act.
- III. Public Participation and Meeting Notice
 - a. Notice of all regular meetings shall be given to each member by e-mail ten (10) days prior to the meeting date. Notice of special meetings may be given by telephone or by e-mail, which must state purpose of the meeting.
 - b. Transportation needs of Indian Tribal Government having jurisdiction over lands within the boundaries of the Task Force are considered during the process.
 - c. Include and encourage public involvement in the project selection process.
- IV. Quorum
 - a. A simple majority of the members of the Task Force shall constitute a quorum. Alternate members present in the absence of regular members shall be counted in determining a quorum.
- V. Minutes
 - a. Minutes shall be taken and provided to each member and the public by the Regional Planning Agency representative.

ARTICLE V-OFFICERS

The officers of the Rural Task Force #3 shall be a chairperson and vice-chairperson. The officers shall serve two (2) year terms. Elections are to be held between at a Regular Meeting on odd numbered years. The chairperson shall have the right to appoint committees.

ARTICLE VI-AMEND ARTICLES

The Task Force shall have power to make, alter, amend or repeal the Articles by a majority of the total membership voting in the affirmative at any regular or special meeting. A written notice of intention to make changes, including proposed changes, shall be presented to the membership prior to the meeting.

Adopted this 22 day of April, 2014

Approved by representatives of the Rural Task Force #3

Barry County Sub-Task Force Representative _____

Branch County Sub-Task Force Representative _____

Calhoun County Sub-Task Force Representative _____

Kalamazoo County Sub-Task Force Representative _____

St. Joseph County Sub-Task Force Representative _____