

# AGENDA

## Rural Task Force #3 Meeting February 26, 2025 9:00 a.m. Road Commission of Kalamazoo County

- I.Call to Order
- II.Approval of Agenda **(Action)**
- III.Approval of December 11, 2023 Rural Task Force #3 Meeting Minutes **(Action)**
- IV.Election of Officers
- V.Rural Task Force Program Updates
- VI.Review of 2026 - 2029 Projects
- VII.Review of Bylaws
- VIII.Public Comment
- IX.Other Business
- X.Adjourn

**Rural Task Force #3 Meeting**  
**December 16, 2024**  
**Kalamazoo County Road Commission**

**Members in Attendance:**

Jay Miller	Branch County Road Commission
Ryan Minkus	Road Commission of Kalamazoo County
Garrett Myland	St. Joseph County Road Commission, Vice Chair
Kristine Parsons	Calhoun County Road Department, Chair
Jake Welch	Barry County Road Commission

**Others in Attendance:**

Dan Hawver	Village of Tekonsha
Jeff Heppler	Village of Augusta
Jim Hoekstra	Road Commission of Kalamazoo County
Art Kale	Village of Homer
Dylan Kennedy	Barry County Road Commission
Brian Kernstock	Calhoun County Road Department
Edward Kline	St. Joseph County Road Commission
Sean McBride	Kalamazoo Metro
Brian Stark	MDOT – Rural Task Force Program Manager
Gary White	Village of Tekonsha
Tim Woodhams	Civica Engineering
Fred Nagler	Kalamazoo Area Transportation Study/SMPC

**Call to Order**

Chair Parsons called the meeting to order at 10:00 a.m. The meeting was held at the offices of the Road Commission of Kalamazoo County.

**Approval of the December 16, 2024 Meeting Agenda**

MOTION by Myland, SUPPORT by Welch, **“to approve the agenda as presented.”** Motion approved unanimously.

In response to a request by Chair Parsons, attenders and voting members introduced themselves.

**Approval of December 11, 2023 Rural Task Force #3 Meeting Minutes**

## **Rural Task Force #3 December 16, 2024 Meeting**

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MOTION by Welch, SUPPORT by Myland ***“to approve the minutes of the December 11, 2023 Rural Task Force #3 meeting.”*** Motion approved unanimously.

### **Rural Task Force Program Updates**

Stark presented updates to RTF program funding, carry-forward amounts and use, and items that have affected current and future estimates of funding. He reported that MDOT is investigating the possibility of using STBG funding to cover costs for newly required enhanced bridge inspection procedures. Parsons said that at the last County Road Association meeting four options for other uses of STBG funding were presented for consideration. Stark reported that state legislation for drunk driving penalty has been forwarded for consideration. If, as hoped, it is approved next year it will allow MDOT to remove the current diversion of 1% of STBG funding to safety projects that is required by the federal highway bill. Finally, he noted that recordings of the recently completed RTF Roadshow meetings are available on the MDOT website’s Rural Task Force section.

### **Review of 2025 Projects**

#### **St. Joseph County**

MOTION by Myland, SUPPORT by Welch ***“to reduce STBG funding for the County’s preventive maintenance project, Job Number 216324 to \$277,951 STBG and \$69,487 Local funding to bring the County into fiscal constraint .”*** Motion approved unanimously.

Nagler reported that in bringing the RTF program for 2025 into constraint at the last meeting, it went unnoticed that several counties were over-programmed in relation to the agreed-upon distribution at the expense of Branch County, which is currently significantly under their allocation. In response, MOTION by Parsons, SUPPORT by Miller ***“to add \$105,298 in STBG funding to Branch County’s Countywide Preventive Maintenance project, Job Number 216406.”*** Motion approved unanimously.

### **2026 – 2029 Call for Project**

#### **2026**

#### **St. Joseph County**

MOTION by Myland, SUPPORT by Welch, ***“to decrease STBG funding to Job Number 216327 by \$2,000.”*** Motion approved Unanimously

#### **Kalamazoo County**

MOTION by Minkus, SUPPORT by Welch, ***“to delete Kalamazoo County’s Douglas Avenue project, Job Number 216414 and to transfer \$522,000 in 2025 STBG allocation to Barry County, to be repaid in 2029.”*** Motion approved unanimously.

#### **Barry County**

MOTION by Welch, SUPPORT by Myland ***“to increase Barry County’s Countywide Preventive Maintenance project, Job Number 216335 to \$2,509,001 STBG and \$627,250 Local Match.”*** Motion approved Unanimously.

#### **Calhoun County**

Discussion was held regarding chip seal projects that were approved as illustrative for the villages of

Tekonsha and Homer at the last Calhoun County RTF meeting. At that meeting, it was suggested that the Road Department could likely do the projects for the villages for less out-of-pocket cost than they would pay for engineering/administration/local match using STBG funding. It was agreed that the projects would be approved as illustrative and could be moved to the TIP if it proved advantageous for the villages to do so. The villages now believe that it is in their financial interest to use STBG funding. It was agreed that they should meet again to discuss the matter and possibly request a change for 2027 – 2029.

MOTION by Parsons, SUPPORT by Welch, ***“to reduce STBG funding to Calhoun County Road Department’s Job Number 216375 by \$40,000 to \$469,000.”*** Motion approved unanimously.

### **Branch County**

MOTION by Miller, SUPPORT by Minkus, ***“to add \$186,000 in STBG funding to Branch County’s 2024 Countywide Preventive Maintenance project, Job Number 216413.”*** Motion approved unanimously.

### **2027**

Members were presented with a draft tracking spreadsheet reflecting the projects and amounts approved at the recently held County level meetings

MOTION by Welch, SUPPORT, by Parsons, ***“to reduce the proposed 2027 Barry County Countywide Preventive Maintenance project to 267,000 STBG and \$66,750 Local Match and add a Countywide Pavement Marking Project using \$350,000 in STBG.”*** Motion passed unanimously.

MOTION by Minkus, SUPPORT by Welch, ***“to approve the remainder of the 2027 projects as proposed and approved at the County RTF meetings and presented in the meeting packet.”*** Motion approved unanimously.

### **2028**

MOTION by Welch, SUPPORT by Parsons, ***“to approve the 2028 projects as approved at the County RTF meetings and presented in the meeting packet.”*** Motion approved unanimously.

### **2029**

MOTION by Welch, SUPPORT by Minkus, ***“to reduce the proposed 2029 Barry County Countywide Preventive Maintenance project from the amount approved at the County RTF meeting by \$375,000 to \$709,000 and add a Countywide Pavement Marking project using \$375,000 in STBG.”*** Motion approved unanimously.

MOTION by Welch, SUPPORT by Miller, ***“to approve the remainder of the 2029 projects as approved at the County RTF meetings and presented in the meeting packet.”*** Motion approved unanimously.

### **Illustrative Projects**

MOTION by Minkus, SUPPORT by Welch, ***“to approve the illustrative projects as approved at the County RTF meetings and presented in the meeting packet.”*** Motion approved unanimously.

***Other Business***

Myland asked Stark about how the three-year EDD balance is calculated. Stark explained that any while the funds must be expended within three fiscal years of when it was allocated, having them programmed in future years counts against the balance. He reminded the RTF that he generates a tracking spreadsheet every year and contacts agencies that are in danger of losing the funds. So far there are no agencies in RTF #3 that need to be concerned. Myland reminded Miller that Branch County currently is approaching \$1,000,000 in unobligated EDD funds by the end of 2029 and should look at starting to use them soon.

***Public Comment***

No public comment was offered.

***Adjourn***

There being no further business, the meeting adjourned at 10:52.

**Minutes approved: \_\_\_\_\_, 2024.**

*Questions or comments on these minutes can be directed to:*

*Fred Nagler  
Associate Planner  
Kalamazoo Area Transportation Study  
fnagler@katsmpo.org*

**RURAL TASK FORCE #3 2026 - 2029**  
**UPDATED 12/27/24**

Fiscal Year	County	Responsible Agency	Project Name	Limits	Primary Work Type	Federal (STBG) Cost	State (EDD) Cost	State (CTF) Cost	Local Cost	Total Cost	MDOT Job No.	RTF #3 Action Date	JobNet Submission Date
2026	BARRY	Road Commission	Preventative Maintenance	Countywide	1 Crse. Overlay	\$2,509,001			\$627,250	\$3,136,251.00	216335	12/16/2024	12/27/2024
	BARRY COUNTY TOTAL					\$2,509,001	\$0						
	BARRY TARGET/ALLOCATION					\$ 1,019,000	\$294,193	(\$165,898 New)	\$165,898.00				
	REPAYMENT OF TRADE WITH CALHOUN FROM 2023					\$102,000							
	REPAYMENT OF TRADE WITH CALHOUN FROM 2025					\$500,000							
2026	REPAYMENT OF TRADE WITH BRANCH FROM 2024					-\$36,000							
	REPAYMENT OF TRADE WITH ST. JOSEPH FROM 2024					\$44,001							
	REPAYMENT OF TRADE WITH KALAMAZOO FROM 2025					\$358,000							
	TRANSFER FROM KALAMAZOO COUNTY TO BE REPAID IN 2029					\$522,000							
	BARRY BALANCE					\$0	\$294,193						
2026	BRANCH	Road Commission	Preventative Maintenance	Countywide	Mill & Overlay	\$875,000			\$218,750	\$1,093,750.00	216413	12/16/2024	1/21/2025
	BRANCH COUNTY TOTAL					\$875,000	\$0						
2026	BRANCH TARGET/ALLOCATION					\$839,000	\$520,962	(\$161,693 New)	\$161,963				
	REPAYEMENTFROM TRADE WITH BARRY FROM 2024					\$36,000							
	BRANCH BALANCE					\$0	\$520,962						
2026	CALHOUN	Road Department	U Drive N/27 1/2 Mile Rd	26 1/2 Mile to S Dr. N	Crush/Shape/Resurf	\$469,000			\$127,250	\$596,250	216379	12/16/2024	
	CALHOUN COUNTY TOTAL					\$469,000	\$0						
	CALHOUN TARGET/ALLOCATION					\$1,071,000	\$378,485	(\$204,149 New)	\$204,149				
2026	REPAYMENT OF TRADE WITH BARRY FROM 2023					-\$102,000							
	REPAYMENT OF STBG AND EDD TRADE WITH BARRY FROM 2025					-\$500,000							
	CALHOUN BALANCE					\$0	\$378,485						
2026	KALAMAZOO	Road Commission	Douglas Avenue	D Avenue to B Avenue	1 Crse. Overlay					\$0	216414	12/16/2024	1/7/2025
	KALAMAZOO	Metro	Van Purchase							\$0	216415	12/11/2023	1/5/2024
	KALAMAZOO COUNTY TOTAL					\$0	\$0						
	KALAMAZOO TARGET/ALLOCATION					\$880,000	\$128,781	(\$121,622 New)	\$121,622				
2026	REPAYMENT OF TRADE WITH BARRY COUNTY FROM 2025					-\$358,000							
	TRANSFER TO BARRY COUNTY TO BE REPAID IN 2029					-\$522,000							
	KALAMAZOO BALANCE					\$0	\$128,781						
2026	ST. JOSEPH	Road Commission	Lutz Road	Fairchild to Centreville-Constantine	HMA Overlay	\$735,999	\$343,580			\$1,079,579	216327	12/16/2024	1/7/2025
	ST. JOSEPH	Transit	Bus Purchase			\$84,000		\$21,000		\$105,000	216427	12/8/2021	3/18/2022
	ST. JOSEPH COUNTY TOTAL					\$819,999	\$343,580						
2026	ST. JOSEPH TARGET/ALLOCATION					\$864,000	\$517,374	(\$151,545 New)	\$151,545				
	REPAYMENT OF TRADE WITH BARRY FROM 2024					-\$44,001							
	ST. JOSEPH BALANCE					\$0	\$173,794						
<b>PROGRAMMED</b>						<b>\$4,673,000</b>	<b>\$343,580</b>						
<b>2026 RTF #3 TOTAL TARGET/ALLOCATION</b>						<b>\$4,673,000</b>							
<b>BALANCE</b>						<b>\$0</b>							

UPDATED 12/27/24

Fiscal Year	County	Responsible Agency	Project Name	Limits	Primary Work Type	Federal (STBG) Cost	State (EDD) Cost	State (CTF) Cost	Local Cost	Total Cost	MDOT Job No.	RTF #3 Action Date	JobNet Submission Date
2027	BARRY	Road Commission	Countywide P.M.			\$267,000			\$66,750	\$333,750	223134	12/16/2024	12/18/2024
	BARRY	Nashville	Reed Street	M-66 to Curtis		\$424,000			\$106,000	\$530,000	223259	12/16/2024	1/7/2025
	BARRY	Road Commission	Countywide Pavement Marking			\$350,000				\$350,000	223135	12/16/2024	12/18/2024
2027	BARRY COUNTY TOTAL					\$1,041,000	\$0						
	BARRY TARGET/ALLOCATION					\$1,041,000	\$460,091	(\$165,898 New)					
	BARRY BALANCE					\$0	\$460,091						
2027	BRANCH	BCTA	Replacement Vehicle			\$180,000		\$45,000		\$225,000	223236	12/16/2024	1/7/2026
	BRANCH	BCRC	Countywide P.M.			\$676,000			\$169,000	\$845,000	223337	12/16/2024	1/21/2025
	BRANCH COUNTY TOTAL					\$856,000	\$0						
2027	BRANCH TARGET/ALLOCATION					\$856,000	\$682,655	(\$161,693 New)					
	BRANCH BALANCE					\$0	\$682,655						
2027	CALHOUN	CCRD	25 1/2 Mile Road	F Drive S to L Drive S		\$964,000	\$616,952			\$1,580,952	222639	12/16/2024	12/19/2024
	CALHOUN	Transit	Replacement Vehicle			\$130,000		\$32,500		\$162,500	223387	12/16/2024	1/17/2025
	CALHOUN COUNTY TOTAL					\$1,094,000	\$583,300						
2027	CALHOUN TARGET/ALLOCATION -					\$1,094,000	\$583,300	(\$204,149 New)					
	CALHOUN BALANCE					\$0	\$0						
2027	KALAMAZOO	RCKC	ML	26th St. to 28th St.		\$898,000	\$223,680		\$408,000	\$1,529,680	222678	12/16/2024	12/19/2024
2027	KALAMAZOO COUNTY TOTAL					\$898,000	\$223,680						
	KALAMAZOO TARGET/ALLOCATION					\$898,000	\$250,403	(\$121,622 New)					
	KALAMAZOO BALANCE					\$0	\$26,723						
2027	ST. JOSEPH	Road Commission	Vistula/Barker Road	State Line to US-12		\$593,000			\$148,250	\$741,250	222686	12/16/2024	12/19/2024
	ST. JOSEPH	Colon	State Street	West Village Limit		\$288,000			\$72,000	\$360,000	223276	12/16/2024	1/9/2025
	ST. JOSEPH COUNTY TOTAL					\$881,000	\$0						
2027	ST. JOSEPH TARGET/ALLOCATION					\$881,000	\$325,339	(\$151,545 New)					
	ST. JOSEPH BALANCE					\$0	\$325,339						
<b>2027 RTF #3 TOTAL</b>					<b>PROGRAMMED</b>	<b>\$4,770,000</b>	<b>\$806,980</b>						
					<b>TARGET/ALLOCATION</b>	<b>\$4,770,000</b>							
					<b>BALANCE</b>	<b>\$0</b>							

UPDATED 12/27/24

Fiscal Year	County	Responsible Agency	Project Name	Limits	Primary Work Type	Federal (STBG) Cost	State (EDD) Cost	State (CTF) Cost	Local Cost	Total Cost	MDOT Job No.	RTF #3 Action Date	JobNet Submission Date
2028	BARRY	Road Commission	PM			\$1,062,000			\$265,500	\$1,327,500	223141	12/16/2024	12/19/2024
	BARRY COUNTY TOTAL					\$1,062,000	\$0						
2028	BARRY TARGET/ALLOCATION					\$1,062,000	\$591,989	(\$165,898 New)					
	BARRY BALANCE					\$0	\$591,989						
2028	BRANCH	BCRC	Countywide P.M.			\$874,000			\$218,500	\$1,092,500	223338	12/16/2024	1/21/2025
	BRANCH COUNTY TOTAL					\$874,000	\$0						
2028	BRANCH TARGET/ALLOCATION					\$874,000	\$844,348	(\$161,693 New)					
	BRANCH BALANCE					\$0	\$844,348						
2028	CALHOUN	CCRD	Old 27	Highfield to L Drive N		\$1,117,000	\$204,149		\$75,101	\$1,396,250	222642	12/16/2024	12/19/2024
	CALHOUN COUNTY TOTAL					\$1,117,000	\$204,149						
2028	CALHOUN TARGET/ALLOCATION					\$1,117,000	\$204,149	(\$204,149 New)					
	CALHOUN BALANCE					\$0	\$0						
2028	KALAMAZOO	Metro	On Demand Vehicles			\$280,400				\$280,400	223266	12/16/2024	1/7/2025
2028	KALAMAZOO	Schoolcraft	E. Lyons St	US-131 to 14th St.		\$345,600			\$86,400	\$432,000	223269	12/16/2024	1/8/2025
	KALAMAZOO	Augusta	Webster	M-96 to Washington St.		\$290,000			\$72,500	\$362,500	223388	12/16/2024	1/29/2025
	KALAMAZOO COUNTY TOTAL					\$916,000	\$0						
2028	KALAMAZOO TARGET/ALLOCATION					\$916,000	\$148,345	(\$121,622 New)					
	KALAMAZOO BALANCE					\$0	\$148,345						
2028	ST. JOSEPH	Transit	Bus Purchase			\$84,000		\$21,000		\$105,000	223392	12/16/2024	1/29/2025
	ST. JOSEPH	Road Commission	Kelly Road/N Lakeview Road	Wait Road to Front Street		\$816,000			\$204,000	\$1,020,000	222712	12/16/2024	12/19/2024
	ST. JOSEPH COUNTY TOTAL					\$900,000	\$0						
2028	ST. JOSEPH TARGET/ALLOCATION					\$900,000	\$476,884	(\$151,545 New)					
	ST. JOSEPH BALANCE					\$0	\$476,884						
<b>PROGRAMMED</b>						<b>\$4,869,000</b>	<b>\$204,149</b>						
<b>2028 RTF #3 TOTAL TARGET/ALLOCATION</b>						<b>\$4,869,000</b>							
<b>BALANCE</b>						<b>\$0</b>							



UPDATED 12/27/24

Fiscal Year	County	Responsible Agency	Project Name	Limits	Primary Work Type	Federal (STBG) Cost	State (EDD) Cost	State (CTF) Cost	Local Cost	Total Cost	MDOT Job No.	RTF #3 Action Date	JobNet Submission Date	
2029	BARRY	Road Commission	PM			\$187,000			\$46,750	\$233,750	223143	12/16/2024	12/27/2024	
	BARRY	Road Commission	Countywide Pavement Marking			\$375,000				\$375,000	223152	12/16/2024	12/19/2024	
BARRY COUNTY TOTAL						\$562,000	\$0							
2029	BARRY TARGET/ALLOCATION					\$ 1,084,000	\$757,887	(\$165,898 New)						
	REPAYMENT OF TRADE WITH KALAMAZOO COUNTY FROM 2026					\$ (522,000)								
	BARRY BALANCE					\$0	\$757,887							
2029	BRANCH	BCRC	Countywide P.M.			\$892,000			\$223,000	\$1,115,000	223339	12/16/2024	1/21/2025	
BRANCH COUNTY TOTAL						\$892,000	\$0							
2029	BRANCH TARGET/ALLOCATION					\$892,000	\$1,006,041	(\$161,693 New)						
BRANCH BALANCE						\$0	\$1,006,041							
2029	CALHOUN	CCRD	Old 27	L Drive N to Structure 1328		\$1,140,000				\$1,140,000	222676	12/16/2024	12/19/2024	
CALHOUN COUNTY TOTAL						\$1,140,000	\$0							
2029	CALHOUN TARGET/ALLOCATION					\$1,140,000	\$204,149	(\$204,149 New)						
CALHOUN BALANCE						\$0	\$204,149							
2029	KALAMAZOO	Metro	On Demand Vehicles			\$144,000				\$144,000	223271	12/16/2024	1/7/2025	
	KALAMAZOO	RCKC	ML Ave.	28th St. to 31st St.		\$791,000		\$290,016	\$1,218,984	\$2,300,000	222682	12/16/2024	1/7/2025	
KALAMAZOO COUNTY TOTAL						\$935,000	\$0							
2029	KALAMAZOO TARGET/ALLOCATION					\$935,000	\$269,967	(\$121,622 New)						
REPAYMENT OF TRADE WITH BARRY COUNTY FROM 2026						\$522,000								
KALAMAZOO BALANCE						\$522,000	\$269,967							
2029	ST. JOSEPH	Road Commission	Parkville Road	M-60 to Michigan Avenue	full reconstruct	\$726,000			\$181,500	\$907,500	222715	12/16/2024	12/19/2024	
	ST. JOSEPH	Road Commission	Lutz Road	US 12 to Stears Road		\$108,000	\$432,000							
	ST. JOSEPH	Transit	Bus Purchase			\$84,000		\$21,000	\$105,000	223393	12/16/2024	1/29/2025		
ST. JOSEPH COUNTY TOTAL						\$918,000	\$432,000							
2029	ST. JOSEPH TARGET/ALLOCATION					\$918,000	\$628,429	(\$151,545 New)						
ST. JOSEPH BALANCE						\$0	\$196,429							
<b>2029 RTF #3 TOTAL</b>						<b>PROGRAMMED</b>	<b>\$4,447,000</b>	<b>\$432,000</b>						
						<b>TARGET/ALLOCATION</b>	<b>\$4,969,000</b>							
						<b>BALANCE</b>	<b>\$522,000</b>							

UPDATED 12/27/24

Fiscal Year	County	Responsible Agency	Project Name	Limits	Primary Work Type	Federal (STBG) Cost	State (EDD) Cost	State (CTF) Cost	Local Cost	Total Cost	MDOT Job No.	RTF #3 Action Date	JobNet Submission Date
ILLUSTRATIVE													
	CALHOUN	Homer	Main Street	Downtown	Chip Seal	\$92,400.00			\$23,100.00	\$115,500		12/16/2024	
	CALHOUN	Tekonsha	Main St/Jackson	Railroad to Vill. Limit/Jefferson to I-69	Chip Seal	\$238,560.00			\$59,640.00	\$298,200		12/16/2024	
	KALAMAZOO	Road Commission	VanKal	Stadium to Almena		\$785,400.00			\$124,600.00	\$910,000		12/16/2024	
	KALAMAZOO	Road Commission	4th Street	Stadium to M-43		\$785,400.00			\$586,900.00	\$1,372,300		12/16/2024	
	KALAMAZOO	Road Commission	40th Street	M-89 to Baseline		\$785,400.00			\$629,800.00	\$1,415,200		12/16/2024	
	KALAMAZOO	Road Commission	E. Michigan	40th Street to Mercury Ave.		\$769,440.00			\$520,160.00	\$1,289,600		12/16/2024	
	KALAMAZOO	Augusta	Webster	Washington to N. City Limit		\$390,000.00			\$97,500.00	\$487,500		12/16/2024	
	ST. JOSEPH	Transit	Bus Purchase			\$84,000.00		\$21,000.00		\$105,000		12/16/2024	

# Michigan Department of Transportation

## *Region 3*

### *Rural Task Force #3*

#### **ARTICLE I-NAME**

The name of this Task Force shall be "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 - Rural (STL) for improving the federal aid system and rural transit; and
2. State TEDF Category D (EDD) for building and maintaining the all-season road 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 rural major collectors 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. **STL**.
  - i. Construction Costs and contingencies for highway projects are eligible for STL funding. 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..
  - ii. Transit capital projects are also eligible for STL funds.
  - iii. STL funding requires at least a 20% non-federal match. This could be either State TEDF Category D, State Comprehensive Transportation Fund or local match
- b. **EDD**
  - i. Road must be classified as rural primary or higher
  - ii. The road also must be designated as an all-season "D" route or the proposed EDD funding must be used to upgrade the route to an all-season road
  - 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 annually at a time and place to be determined by the chair of the Task Force.
  - b. A second meeting will be held to determine the status of current fiscal year projects at a time and place to be determined by the chair of the Task Force.
- II. Special meetings
  - a. Special meetings of the Rural Task Force #3 shall be held at the call of the chair or at a written request of a majority of the members of the Task Force. Notification of the meeting to the members 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 at least seven (7) 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 to be considered during the process.
  - c. Public involvement in the project selection process is to be encouraged and included.
- 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 at a Regular Meeting on odd numbered years. The chairperson shall have the right to appoint committees.

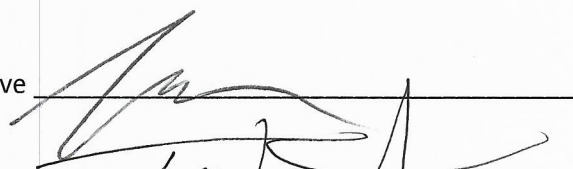
**ARTICLE VI-AMEND ARTICLES**

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.

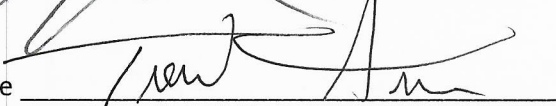
Adopted this 31 day of January, 2018

Approved by representatives of the Rural Task Force #3

Barry County Sub-Task Force Representative



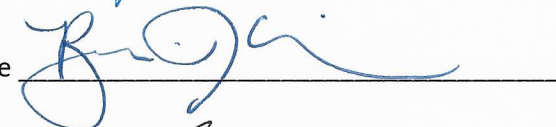
Branch County Sub-Task Force Representative



Calhoun County Sub-Task Force Representative



Kalamazoo County Sub-Task Force Representative



St. Joseph County Sub-Task Force Representative





# Michigan Department of Transportation

## *Region 3*

### *Rural Task Force Bylaws*

#### **ARTICLE I-NAME**

The name of this Task Force shall be "Rural Task Force #3".

#### **ARTICLE II-PURPOSE**

The Rural Task Force Program provides federal and state transportation funding by planning region to rural counties with populations under 400,000. The funds for Rural Task Force #3 must be spent within Region 3, 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. Federal Surface Transportation Block Grant (STBG) for improving the federal aid road system or rural transit; and
2. State Transportation Economic Development Fund Category D (EDD) for building and maintaining the all-season road network

All final project selection is through the Rural Task Force #3, which is comprised of equal representation from the five County Sub-Task Forces within the Region.

#### **I. Project Eligibility**

##### **a. Roads**

- i. STBG: County and municipal roads in cities or villages with populations of less than 5,000, functionally classified as major collectors or higher according to the National Functional Classification System approved by the Federal Highway Administration, and located outside of Adjusted Census Urban Boundary (ACUB) areas.
- ii. EDD: Roads designated by the Rural Task Force as All Season or Proposed All Season and approved for such classification by the Michigan Department of Transportation (MDOT). Funding for Proposed All Season Roads must be used to improve them to All Season status as approved by MDOT.
- iii. Funds can be spent on rural minor collectors at the discretion of the Michigan Department of Transportation.

- b. Transit:** Federal Transit Administration recognized rural transit providers within the Region. Funding can be applied to vehicle and operations capital improvements.

#### **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. STBG .**

- i. Construction Costs and contingencies for road projects are eligible for STBG and EDD funding. Right-of-way (ROW), construction engineering (CE), and preliminary engineering (PE) costs are local responsibilities, unless these requirements are waived by the Rural Task Force #3.
- ii. Transit capital projects are also eligible for STBG funds.

- iii. STBG funding requires at least a 20% non-federal match. This could be State EDD, State Comprehensive Transportation Fund or local match.
- b. **EDD**
- i. Roads must be classified as rural primary or higher
  - ii. Roads also must be designated as all-season “D” routes or the EDD funding must be used to upgrade a routes designated by MDOT as Proposed All-Season Road to All-Season status.
  - iii. EDD projects must be funded with at least 20 percent of the cost coming from a non-TEDF source (i.e., STBG, local, etc.) This stipulation can be waived by the Michigan Department of Transportation Office of Economic Development if the county or municipality 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 may vote on projects that utilize EDD 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 to a Public Participation Plan.

- I. Regular meetings
  - a. Regular meetings of the Rural Task Force #3 shall be held annually at a time and place to be determined by the chair of the Task Force.
  - b. Additional meetings may be held to determine the status of current fiscal year projects at a time and place to be determined by the chair of the Task Force.
- II. Special meetings
  - a. Special meetings of the Rural Task Force #3 shall be held at the call of the chair or at a written request of a majority of the members of the Task Force. Notification of the meeting to the members 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 at least seven (7) 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 to be considered during the process.
  - c. Public involvement in the project selection process is to be encouraged and included.
- 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.

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**ARTICLE VI-AMEND ARTICLES**

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Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 20XX

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 \_\_\_\_\_