

**Grand Traverse County Road Commission**  
**1881 LaFranier Road, Traverse City, MI 49686**  
**Phone - (231) 922-4848, Fax - (231) 929-1836**

**TO:** Margaret Underwood, Chair - Physical Resources Committee

**FROM:** Mary N. Gillis, Manager

**DATE:** February 6, 2008

**SUBJECT: MONTHLY REPORT FOR THE FEBRUARY 13, 2008 MEETING  
AT 7:30 A.M. IN THE COMMITTEE ROOM, GOVERNMENTAL CENTER  
400 BOARDMAN AVENUE, TRAVERSE CITY**

**cc:** County Planning Commission Board of County Road Commissioners  
Grand Traverse County Townships

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Manager Mary Gillis and Commissioner Maitland are available to answer questions and provide current information on the following items:

1. **Hammond Road Extension to Keystone Road** – The last public hearing was held on January 24 at our office. Alternative 2, which features grade separations to eliminate two railroad crossings and will accommodate future non-motorized paths, was presented. Comments were mostly positive and many were happy with future non-motorized path possibilities.  
  
Gourdie Fraser will present an amended contract due to a change in the scope of services for the grade separations at our February 20 meeting.
2. **Three Mile Road, from South Airport Road to Hammond Road** – On January 22 the third public hearing was held. This project is not expected to proceed before 2011. Based on East Bay Township's master plan, projected growth and prior comments, the consultants presented the five-lane alternative. This project will require right-of-way acquisition to accommodate the road and proposed bike paths.
3. **Silver Lake/Franke Roads**– This intersection project has been delayed due to design changes. Garfield Township has requested a mast arm signal installation at this location. The additional required right-of-way for this application will take a few additional months to acquire. The north approach will not be built in conjunction with this project since MDOT has informed us that an environmental assessment would have to be completed prior to building and approach for a new road.

4. **Maintenance Activities** – January’s snow and ice control efforts have expended nearly 32% of our winter budget. The freeze-and-thaw conditions have created numerous potholes that will need to be addressed when winter weather conditions subside.
5. **Bids** – The Board authorized staff to extend bid prices where possible for our annual materials and services. Items not extended were advertised and will be awarded at our March 19 meeting.
6. **County Map** – One of the bid items included updating and printing of our county map.
7. **Loan Program for 401 Plan** – The Board approved an amendment to our ICMA defined contribution pension plan allowing an employee to take a loan from their funds. We are stipulating that loans be repaid through payroll deduction.
8. **Keystone Soccer Field Access** – Meetings have been held with the contractor to incorporate Parks and Recreation Staff comments into the design. The contractor will be preparing cost estimates for additional items including the gravel parking areas on the north and south sides of access road as well as a gate to block the entrance, if needed. These additional costs will be brought back to the Parks and Recreation Director for approval.
9. **ITS Deployment** – Staff attended the kick-off meeting for the Northern Region ITS deployment. This long-term plan for intelligent traffic signal deployment and road weather information systems will help the Road Commission to respond more effectively in winter storms and move traffic more efficiently along our road corridors. The initial phase of deployment will be sensor installation for the road weather information. The second phase includes a joint Traffic Management Center which will coordinate signal operations between MDOT, the Road Commission and the City.
10. **Alternate Funding Sources** – Manager is working on an asset management plan to address road needs over a three-year term for a possible millage. Current Michigan state law requires that funds from a county millage must be split with cities and villages according to Act 51 formulas.