



*"Our mission is to upgrade and maintain
a safe and efficient road system."*

TO: Chair – Board of Commissioners
FROM: Jim Cook, Manager
DATE: August 6, 2018
**SUBJECT: REPORT FOR THE AUGUST 15, 2018 MEETING
AT 5:30 P.M. IN THE COMMISSION CHAMBERS
400 BOARDMAN AVENUE, TRAVERSE CITY**

cc: Board of County Road Commissioners

A commissioner or I will be available to provide more detailed responses at the BOC meeting on the following items:

1. **East-West Corridor Consultant** – A joint stakeholder/local agency meeting was held on July 30. The meeting's goal was to review and critique the draft Purpose and Need Statement.
2. **Radio Tower Agreement** - GTCRC and Garfield Township have finalized an agreement for the placement of our traffic signal equipment on their tower near Grand Traverse Mall.
3. **Installation of Traffic Signal Progression Equipment** – With the agreement with Garfield Township, Top Line is now able to begin the installation of the radio equipment on the tower. This is the start of interconnecting the South Airport Road traffic signals to improve traffic progression along this corridor.
4. **East Duck Lake Road Culvert Replacement** – An MOU with the Tribe was approved for removal/replacement of the culvert with a timber bridge on East Duck Lake Road. This project is currently out for bid.
5. **Human Resource Manager** – A job description is being finalized in preparation for our new position of Human Resource Manager.
6. **Asset Management Plan for 2018** – The plan has been updated following PASER ratings earlier this year. We are using this data, along with additional data/information to select 2019 projects and provide early planning data for 2020 projects.
7. **Wash Bay Project** – Bids were received on July 30, with the award conducted during our August 15, 2018 Special Meeting. This wash bay will more efficiently and effectively clean our vehicles, particularly during winter operations, resulting in extended service life of our more expensive equipment.
8. **Wetland Mitigation/Banking** – Through the Michigan Wetland Board (MiWB), GTCRC is the wetland banking administrator for the Paul Bunyan Council, comprised of 14 road commissions in northern Michigan. Proposals were received for establishing and maintaining wetland mitigation sites with the Grand Traverse Regional Conservancy as the selected agency. We will be seeking financial agreements with each Council agency as participants in the program.
9. **Strategic Planning** – We are in the early stages of this endeavor. The Board will meet with the facilitator to review draft surveys of all our partner groups at their August 15 Special Meeting.
10. **Right-of-Way Violations** – Legal counsel is preparing a formal notice for a serious violation in Fife Lake Township. In-house efforts on most others issues have been successful.