



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

**TO:** Chair – Board of Commissioners  
**FROM:** Jim Cook, Manager  
**DATE:** July 9, 2018  
**SUBJECT:** **REPORT FOR THE JULY 18, 2018 MEETING**  
**AT 5:30 P.M. IN THE COMMISSION CHAMBERS**  
**400 BOARDMAN AVENUE, TRAVERSE CITY**

**cc:** Board of County Road Commissioners

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

1. **Independent Audit of 2017** - Vreveld Haefner presented the results of their independent audit. GTCRC received a “clean” report and compliments on its staff’s cooperation.
2. **East-West Corridor Consultant** – The Board amended the scope/fee of the consultant’s contract. MDOT’s traffic demand information will not available until late 2019. To keep the study on track, our consulting team will prepare the data.
3. **Radio Tower Agreement** - GTCRC is developing an agreement with Garfield Township for the placement of our radio equipment on their tower near Grand Traverse Mall.
4. **Cass Road Right-of-Way Development Agreement** - The Board reviewed the third amendment, but took no action.
5. **Temporary/Portable Traffic Signals** - The Board awarded the purchase of temporary portable traffic signals for traffic control on our projects.
6. **Installation of Traffic Signal Progression Equipment** - Top Line was awarded the installation of the radio equipment for interconnecting the South Airport Road traffic signals to improve traffic progression along this corridor.
7. **East Duck Lake Road Culvert Replacement** - A MOU with the Tribe was approved for removal/replacement of the culvert/timber bridge on East Duck Lake Road.
8. **Crack Sealing Cost Share** - Our Local Match Contribution Policy was revisited and now includes crack sealing by requiring a 60% contribution.
9. **Human Resource Items** - The Board established a subcommittee to establish the position and retain a Human Resource Manager. We will investigate an employee assistance program.
10. **Fees for Communication Equipment** - Following a public hearing, the Board amended its Fee Schedule to include rates for various communication equipment installations.