Paint Creek Trailways Commission Meeting  
Tuesday, May 19th, 2020 at 7:00 PM

Via Teleconferencing – GoToMeeting  
https://global.gotomeeting.com/join/135162293  
Access code: 135-162-293  
Or by phone: +1 (312) 757-3121

The purpose of the electronic meeting is to maintain social distancing and comply with the Michigan Governor’s Executive Order 2020-21.

The Paint Creek Trailways Commission will provide reasonable and necessary auxiliary aids and services for individuals with disabilities with advance notice. Please contact the Trail office at manager@paintcreektrail.org or 248-651-9260 at least 72 hours in advance.

MEETING AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Virtual Meeting Announcement
4. Approval of Agenda
5. Public Comment
6. Consent Agenda:
   a. Minutes: Regular Meeting, April 21, 2020
   b. Treasurers Report – April 2020
7. Approval of Invoices
8. Discussion/Approval: Eagle Scout Project – Kiosk
9. Discussion: Limited Access Permit Request, 5680 N. Livernois, Oakland Township
10. Discussion: 2020 Bike Patrol
11. Discussion/Approval: Paint Creek Trail Signage Project – Kiosk Text
12. Update: Ralph C. Wilson, Jr. Foundation Funds & Recognition on Trail
13. Update: Bridge 33.7 Approach Railings – Mannik & Smith Group response to PCTC request
14. Discussion: Trail Surface Condition & Maintenance
15. Discussion: 2020 Trail Events
16. Discussion: June PCTC Meeting – via Teleconference or In-person?
The Paint Creek Trailways Commission provides trail users a natural, scenic, and educational recreation experience while preserving the natural integrity of the Paint Creek Trail for the enjoyment of present and future generations.

**Mission**

**Next Regular Meeting:**
June 16, 2020 – Rochester Municipal Offices, 400 Sixth Street, Rochester, MI 48306

Enclosures:  
Agenda Summary  
April 21, 2020 Draft Minutes  
April 2020 Treasurer’s Report  
Eagle Scout Project to Rebuild Kiosk on Paint Creek Trail Budget, Plans & Timeline  
Eagle Scout Reponses to Paint Creek Trailways Commissioners’ Questions re: Kiosk Project  
Limited Access Permit Application and Attachments – 5680 N. Livernois, Oakland Township  
Memo: 2020 Bike Patrol  
Oakland County Emergency Order (2010-10) for Control of Pandemic  
PCTC Kiosk Design Proof  
8 Trail Kiosk Topical Panels  
Memo: Ralph C. Wilson, Jr. Foundation Funds  
MSG Agreement for Professional Services for Bridge 33.7 Stairs  
Paint Creek Trail Bridge 33.7 Renovation and Trail Surface Renovation Project Budget and Funding  
Ralph C. Wilson, Jr. Foundation Recognition on the Trail  
MSG Response to PCTC Bridge 33.7 Rail Replacement Request  
Memo: Trail Surface Condition & Maintenance  
WCI Quote for Surface Grading  
Memo: 2020 Trail Events  
Email from DNR re: Suspension of Requirement to Hold Grant-Recognition Events  
May Manager’s Report  
Community Foundation of Greater Rochester April Fund Statement
Agenda Summary
May 19, 2020

1. Call to Order
2. Pledge of Allegiance
3. Virtual Meeting Announcement
4. Approval of Agenda
5. Public Comment
6. Consent Agenda:
   a. Minutes: Regular Meeting, April 21, 2020
   b. Treasurers Report – April 2020
7. Approval of Invoices
8. Discussion/Approval: Eagle Scout Project - Kiosk
   Summary: Eagle Scout candidate Zakaria Benchbana from Troop 125 in Rochester will discuss his proposed project – replacing one of the existing kiosks on the trail. His project proposal, budget, design ideas for the kiosk, and answers to your submitted questions are included in your packet.
   Desired Action: Approval
   Budget Impact: TBD
9. Discussion: Limited Access Permit Request, 5680 N. Livernois, Oakland Township
   Summary: Tom Steigerwald contacted the Trail office to request permission to use his personal vehicle to remove wood from his property via the trail. This portion of his property is located between the trail and the Paint Creek. Mr. Steigerwald completed the required paperwork and is requesting a limited access permit.
   Desired Action: Discussion/Direction
   Budget Impact: None
10. Discussion: 2020 Bike Patrol
    Summary: The Commission needs to discuss what safety measures need to be put into place for the upcoming patrol season as well as the bike patroller’s duties and schedule in light of COVID-19. A memo included in your packet details some suggestions that Trail staff would like to implement as well as information on what the Parks departments in our members communities are doing in terms of sanitizing outdoor fixtures.
    Desired Action: Discussion/Direction
    Budget Impact: None
11. Update/Discussion: Paint Creek Trail Signage Project – Kiosk
    Summary: Included in your packet are the eight topical panels that will be included on the new trail kiosks for your review.
    Desired Action: Approval
    Budget Impact: TBD
12. Discussion/Approval: Ralph C. Wilson, Jr. Foundation Funds & Recognition on the Trail
    Summary: A memo and budget is included in your packet with information from Mannik & Smith Group and WCI on their updated cost estimates for the Bridge 33.7 stairs and parking lot resurfacing projects. Additionally, the Wilson Foundation is requesting that we place their logo at the bridge site as well as on the mile markers on the trail in recognition of their support of the resurfacing and bridge projects.
Desired Action: Discussion/Direction
Budget Impact: None

13. Update: Bridge 33.7 Approach Railings – Mannik & Smith Group response to PCTC
Summary: Mannik & Smith Group’s response to the Commission’s request that MSG pay for the additional approach railings at Bridge 33.7 is included in your packet.
Desired Action: Discussion
Budget Impact: None

14. Discussion: Trail Surface Condition & Maintenance
Summary: A memo is included in your packet with updates on the condition of the trail surface. Additionally, WCI has provided quotes for the cost to complete surface grading of the entire trail and the cost to regrade and roll the entire trail.
Desired Action: Discussion
Budget Impact: TBD

15. Discussion: 2020 Trail Events
Summary: The Commission needs to discuss scheduled events on the trail for the months of June through September and whether they should be cancelled or postponed due to COVID-19. A memo listing upcoming events is included in your packet. Also included in the memo is updated information from the Michigan DNR regarding the suspension of recognition ceremonies.
Desired Action: Direction
Budget Impact: None

16. Discussion: June PCTC Meeting – via Teleconference or In-person?
Summary: The Commission needs to decide whether it would like to resume in-person meetings or if it would prefer to continue meeting via teleconferencing.
Desired Action: Direction
Budget Impact: None

18. Commissioner Reports
19. Adjournment of Regular Meeting

Next Regular Meeting:
June 16, 2020 – Rochester Municipal Offices
REGULAR MEETING of the PAINT CREEK TRAILWAYS COMMISSION
Via Teleconferencing – GoToMeeting

CALL TO ORDER: The Tuesday, April 21, 2020 Regular Meeting was called to order by Chairperson Blanchard at 7:09 p.m.

Voting Members Present: Rock Blanchard, Frank Ferriolo, Linda Ganage, Steve Sage, Dan Simon, Donni Steele, Jeff Stout, David Walker
Voting Alternates Present: None
Non-Voting Alternates Present: David Becker, Robin Buxar, Theresa Mungioli, Martha Olijnyk, Clara Pinkham
Village of Lake Orion Non-Voting Member Present: None
Voting Members Absent: None
Alternates Absent: Chris Barnett, Ben Giovanelli, Chris Hagen
Village of Lake Orion Non-Voting Member Absent: Brad Mathisen
Village of Lake Orion Non-Voting Alternate Absent: Vacant
Others Present: Melissa Ford, Trail Manager, Chris Gray, Assistant Trail Manager, Sandi DiSipio, Recording Secretary

PLEDGE OF ALLEGIANCE: All rose and recited the Pledge.

ANNOUNCEMENTS: Chairperson Blanchard explained the purpose of the electronic meeting is to maintain social distancing and comply with the Michigan Governor’s Executive Order 2020-21. The meeting will be held electronically by video conferencing through GoToMeeting.com. The video conference can be accessed by downloading the app GoToMeeting. The meeting number is 879020181. Public comment and questions will be accepted during the meeting at an appropriate time. Please silence your audio and wait for direction from the Chair of the meeting. Please be advised there will be a three (3) minute limit for public comments. You may also send correspondence regarding this meeting to the Paint Creek Trailways Commission, addressed to 4393 Collins Road, Rochester, Michigan 48306, to express your concerns and comments prior to the meeting. You may also email your comments or concerns to manager@paintcreektrail.org prior to the meeting. A copy of the materials may be found on the Commission’s website or may be reviewed at the Commission’s office by appointment. Please also use the aforementioned contact for any questions on this process.

APPROVAL OF AGENDA: Ms. Steele would like to add discussion of Senior Signage along the Paint Creek Trail in the Orion portion. This will be discussed after the Eagle Scout project. MOTION by Becker, seconded by Simon, Moved, to approve the April 21, 2020 agenda as amended.
Roll Call Vote:
Ayes:  Ferriolo, Gamage, Sage, Simon, Steele, Stout, Walker  
Nays:  None  
MOTION CARRIED.

PUBLIC COMMENT:  Mr. Hank Van Agen, 3320 Landview Dr., Oakland Township asked if Solaronics license fee was paid.  Ms. Gray indicated this fee has been paid.

CONSENT AGENDA:
   a. Minutes – February 18, 2020 Regular Meeting, approve and file  
   b. Treasurers Report – February 2020, receive and file  
   c. Treasurers Report – March 2020, receive and file  
MOTION by Simon, seconded by Steele, Moved, to approve the Consent Agenda as presented.  
Ayes:  All  
Nays:  None  
MOTION CARRIED.

APPROVAL OF MARCH INVOICES:  Ms. Ford presented the list of invoices totaling $7,829.12.  Because there was no meeting in March, these invoices have already been paid, but the Commission needs to approve them.  In addition to the recorder’s fee, this amount includes credit card charges for a name plate and the cost of Adobe Acrobat software for the Manager’s computer, WCI’s invoices for resurfacing construction for the trail and Bear Creek Park, and Mannik Smith Group’s invoice for trail resurfacing construction administration.  Estimated unrestricted fund balance is $100,000.
MOTION by Becker, seconded by Simon, Moved, that the invoices presented for payment are approved in the amount of $7,829.12 and orders be drawn for payment.  
Roll Call Vote:  
Ayes:  Ferriolo, Gamage, Sage, Simon, Steele, Stout, Walker  
Nays:  None  
MOTION CARRIED.

APPROVAL OF APRIL INVOICES:  Ms. Ford presented the list of invoices totaling $16,330.11.  This amount includes credit card charges for the GoToMeeting monthly fee, Mannik Smith Group’s invoice for trail resurfacing construction administration, 1st Quarter wages and FICA for the Manager and Assistant Manager, staff’s shared copier costs, Vista Group International’s invoice for the balance of the Soundpost at Bridge 33.7 cost, and payment to M&B Graphics for social distancing stake signs.  Estimated unrestricted fund balance is $96,000.  
Ms. Gamage asked about the social distancing signs.  Ms. Ford displayed the double-sided signs and said they ordered 10 signs for the trail.  They are not the same signs Rochester Hills is using as she is not familiar with them.  Mr. Blanchard explained Ms. Ford contacted him for permission to purchase them, which he approved.  Ms. Gamage said Rochester Hills has signs up, and asked if they were contacted to make the signs, as we have an in-kind agreement with them for signs.  Ms. Ford she did not ask Rochester Hills as it wasn’t a metal sign, and she wasn’t sure they could do that type of sign as these are just yard signs.  Ms. Gamage is inclined to approve the invoice, but was hoping that we could have checked with them first to see if they could provide them.  Mr. Sage said the design is not the same as Rochester’s signs, and he will provide a copy of the sign to the Commission.  Mr. Becker likes the signs we ordered as they are generic and not condescending to users.  Mr. Blanchard agreed with staff that the signs were important to get as soon as possible.  Ms. Gamage asked if something could be put on the signs regarding etiquette; Ms. Ford will check with them, but they’ve already been given the go-ahead to make the signs.  
MOTION by Simon, seconded by Gamage, Moved, that the invoices presented for payment are approved in the amount of $16,330.11 and orders be drawn for payment.  

Mr. Ferriolo asked who represents Rochester Hills’ second vote if Mr. Blanchard is not voting.  
Mr. Blanchard said he only votes in the event of a tie.  Mr. Ferriolo disagreed and indicated Mr. Blanchard can and should be voting.
Roll Call Vote:
Ayes: Blanchard, Ferriolo, Gamage, Sage, Simon, Steele, Stout, Walker
Nays: None

MOTION CARRIED.

DISCUSSION/APPROVAL: Eagle Scout Project – Kiosk: Chair Blanchard indicated the Eagle Scout is not present, but information about the project was in the packet. Ms. Gamage said the project costs less than $250, and asked if the Scout would consider doing more than one kiosk. Ms. Ford did speak to him about this, because initially we thought maybe he would do all five, but he just wants to do one kiosk. Mr. Simon had made several comments to his design and had questions that he answered sufficiently. Mr. Blanchard asked if we need the Eagle Scout present, or if they want to vote on this item tonight to give approval to move forward. There is a restriction right now from doing any work on the trail. Mr. Becker has a concern about this as right now we are embarking on a large re-signage program and using a new design; do we want to put this up now when we will be re-doing all signage in the next year or so. Ms. Ford indicated the kiosk he is replacing is where we put up notices, and the new signage does not have anything to accommodate that, so the kiosks the Commission is doing are stand-alones with the map and the logos – each has a different theme, but no place for people to post notices, which is what this kiosk is for. Ms. Gamage asked if the proposed design is the design for the existing kiosks. Ms. Ford responded yes, she provided the Scout with the design. Ms. Gamage said he should incorporate Mr. Simon’s suggestions into his design. Mr. Ferriolo commented that unless the Scout is under a time pressure, he would like the Scout present only if to thank him for what he’s doing. He suggested we provide the image we have for the other signs to the Scout and ask him to modify his proposed signs to blend in; otherwise he’s OK with what is proposed. Mr. Simon supports this suggestion. Ms. Ford will provide this information to the Scout. Mr. Becker agrees with this suggestion, and feels the Scout should appear before the Commission if he can. Ms. Olijnyk asked which kiosk the Scout is planning to replace. Ms. Ford indicated he’s leaning toward the one at Clarkston/Kern. This item will be brought back to the next meeting.

SENIOR SIGNS ON THE LAKE ORION PORTION OF THE TRAIL: Ms. Steele apologized for adding this item late to the agenda, sent information to Ms. Ford for an idea of what is proposed, and introduced Ms. Amy Silvester. Ms. Silvester, who owns Love n’ Light Productions working from her home, is an author, artist and illustrator from Lake Orion introduced herself. She’s a mother of a senior and is on the Board of NOCC – North Oakland Community Coalition. She wants to do a happy trail that highlights high school seniors and has partnered with Lake Orion Printing and Design for signs that are $10/each. People can pay for a sign for themselves and one for their yard honoring graduating seniors. She has permission from Mr. Young in downtown Lake Orion, and the signs showing pictures of the seniors would be placed six feet apart along the trail. She would like to start at Clarkston and lead into the downtown encouraging social distancing, but encouraging people to enjoy the trail and go back downtown again. The kids are sad they can’t celebrate graduation and she wants to encourage people to come out. People can take pictures with the signs – she just wants to help the kids celebrate their accomplishment. She would like the signs to be in place for two weeks maybe starting May 1st. She has over 100 orders in for the 500+ graduating students. She does not anticipate all students to participate; whether they do or do not, is fine. A letter will go out to everyone so no one is neglected. Ms. Pinkham asked if she will be able to monitor for any vandalism. Ms. Silvester said this was one of her concerns as she can’t control everyone, but has the ability to go out and walk to monitor the signs. She would remove the signs when required to do so. She’s putting her neck on the line, and if something is damaged, she will remove it. Mr. Becker said even though we have a historical opposition of signs and has some concerns, he thinks this is a great idea to honor the students and would love the trail to participate in honoring them, giving them something to remember from their senior year. He is in favor of the proposal. Mr. Simon agreed, but asked if there will be 500+ signs. Ms. Silvester proposed the signs would
start at Clarkston Road, and lead into downtown through Meeks Park. She would provide a map to the Commission, and just wants to make sure she has permission to move forward. There will not be 500 signs as not everyone will participate. Ms. Gamage thanked Ms. Silvester for the idea as she has a graduating senior and everyone is looking for ways to celebrate the seniors – this is a great idea. She asked if Lake Orion is doing this, is the trail open to having all the communities do this along the trail – and if so, should it be coordinated so it was during the same time frame. She is also concerned if the signs are six feet apart during such a time when the trail is so well used, if people are passing they can still maintain social distancing. Ms. Silvester said she has no problem with spacing signs further apart. Ms. Gamage commented that some of the funds would go toward a charity, and asked Ms. Silvester which one. Ms. Silvester responded Love INC – Covid-19 Fund for Lake Orion, and if other communities wanted to participate, they can choose another charity or this fund as it’s for north Oakland County. Ms. Gamage asked what will happen to the signs once removed. Ms. Silvester will offer them to the high school if graduation will be at DTE, or back to the families. Ms. Gamage asked if signs were available for purchase from the school district. Ms. Silvester explained this project is separate from the school – she thinks they did have signs, but was unable to get one. Her project is different and celebrates the kids along a happy trail. Ms. Olijnyk thinks this is a cool idea and loves the concept, but is concerned with vandalism and signs being thrown into the creek or brush, and said there was something in the material sent to the Commission about leading walks, asked if she’s planning on groups to go on walks, or just something on the trail for people to enjoy while on the trail. Ms. Silvester is not planning on leading organized walks, she’s just encouraging people to walk and use the trail so they can look for their senior’s sign. Mr. Ferriolo feels this is a wonderful, unique idea but is concerned this will be a vandalism magnet, however there will be constant policing of it, which is good, but he feels kids will jump all over this, which is unfortunate. He added sticking the signs in might be difficult because it’s not like a lawn, and the ground may still be hard. As long as the monitoring/policing of the project is done, he’s in agreement. Mr. Blanchard thinks it’s a great idea, but is concerned about the vandalism and signs ending up in the creek and bushes. He would be more inclined not only that it will be watched, but promised that Ms. Silvester will be policing the trail and picking up any signs that are tossed, as the Commission does not have the staff to do that. Mr. Simon asked if there any costs the Commission would have to incur. Ms. Silvester replied no, and is hopeful that vandalism doesn’t have negative feedback. She will monitor it, but is not capable of controlling people. She will keep her word about patrolling it and is prepared to clean up. It might not be as heavily signed as what it sounds like it might be. Ms. Buxar thinks this is an excellent idea and likes the concept, and agrees that it would great to look into incorporating the other schools. Ms. Silvester feels there is plenty of room to do this, but permission is needed for everything. Lake Orion was her priority, but it would be easy to reach out to other schools. She doesn’t want to speak for Lake Orion Printing and Design, but thinks it could be something spectacular for the trail and the graduates. Ms. Olijnyk doesn’t see anything about a license, like we do for group events. She feels a license and proof of insurance is necessary. Ms. Silvester indicated she did fill out a permit with Jen, who asked that she speak with Ms. Steele, and then the Commission. She is familiar with doing a license, and asked what she has to do to make it happen. Ms. Ford indicated that Chris Barnett is calling in and would like to make public comment. Mr. Barnett appreciates that this is a unique request, it’s happening all around the country to support the graduating class of 2020, and thinks this a great idea. The community and high school support it. He supports the idea, does not feel it is precedent setting, and could be an awesome draw to the trail. He agrees with extending the idea to Rochester Community Schools. He has asked for increased patrols on the Orion section of the trail. He thanked the Commission for considering the idea. In summary, Mr. Blanchard suggested that if all the signs are not sold, that they be placed further apart and more off the trail so people aren’t crowded. He asked how long the signs should be up, as it’s up to the Commission. Mr. Simon asked about grass cutting on the sides of the trail. Mr. Stout
indicated this will not be an issue in Orion. Ms. Silvester was thinking of starting May 1st for two weeks. Ms. Ford was asked to notify the Parks Departments of member communities about the project. It should be publicized that the need for social distancing and not blocking the trail is important. Ms. Silvester was asked to get with Ms. Ford to develop a press release and website notice.

**MOTION** by Steele, seconded by Stout, *Moved*, to approve the ability of Lake Orion High School to place senior graduation signs along the trail for 14 days in May (dates coordinated with the Commission), under the supervision of the Trail Manager and contingent upon an application being filed and proof of insurance is provided.

**Roll Call Vote:**
Ayes: Blanchard, Ferriolo, Gamage, Sage, Simon, Steele, Stout, Walker
Nays: None

**MOTION CARRIED.**

**UPDATE:** *Louis Carrio, President – Friends of the Paint Creek Trail:* Mr. Carrio indicated he has nothing to report. The project looks ready to go, but nothing is happening. The only problem might be getting the stone cut, and the planting won’t start for at least another month. Mr. Blanchard indicated it might be a fall planting, instead of in the spring.

**UPDATE/DISCUSSION:** *Paint Creek Trail Signage Project – DNR Spending Freeze:* Ms. Ford explained there is a memo in the packet explaining she received an email from the DNR for the Iron Belle signage grant letting us know that there is a spending freeze and that we needed to stop work immediately. If we proceed and paid out anything on the project, there might be a chance we would not be reimbursed. So, the project has been stopped at this point. She has been in communication with the Rochester Sign Shop, and they stopped work. They were waiting for the materials to arrive. On her end, the map is done as well as the content that would be going on about the different topics. As soon as she gets the approval to start up again, we should be good to go at that point. She has been in communication with the Rochester Sign Shop, and they stopped work. They were waiting for the materials to arrive. On her end, the map is done as well as the content that would be going on about the different topics. As soon as she gets the approval to start up again, we should be good to go at that point. She received an email today from the grant coordinator saying that the DNR has extended the grant timeline to September 30th, because it was only to April 30th. Hopefully we will start up soon and get this project moving again. Ms. Olijnyk said the committee approved the text, but it should be brought back to the Commission next month. Ms. Ford will put it on the next agenda for review. Ms. Gamage asked if there was any concern that they might revoke the remainder of the grant with the message to stop work and future budgetary items. Ms. Ford does not know, we’ll have to see how it plays out – there could be a chance they wouldn’t be able to fund the rest of it. We’ve paid for half of the project with the sign shop at this point, so we would have to either reduce the number of signs we’re going to get done or find another source of funding if that happens. Ms. Gamage commented it seems like it’s a mixed message that they are increasing the length of time we have for the grant, but they are saying stop spending because we won’t get more money. Ms. Ford agreed it is a mixed message. Mr. Blanchard agreed as the State is not doing any extra spending on non-essential things. All non-essential things have been halted in the State. Mr. Stout indicated he was in a meeting last week, and the DNR has no answers at this time. It’s just a freeze at this point. He doesn’t look at this as a negative thing, it’s just a time out to figure out where they go from this point.

**DISCUSSION/APPROVAL:** *Ralph C. Wilson, Jr. Foundation Funds:* Ms. Ford said back in February she met with JJ Tighe from the Foundation to talk about where we were on the resurfacing and bridge projects and he was happy with the progress made. They discussed the extra funds we have and she brought to his attention the five different projects we had talked about in February. He was very interested in the projects that were generally related to the work that was being completed – that would be resurfacing the parking lots, putting in the stairs at Bridge 33.7 and doing some of the signage project that needs to be done. He also was interested
in the project that Oakland Township is working on at the Paint Creek Junction for another trail head. He was hopeful that the Commission could work with the Township to allocate some of those funds we wouldn’t be using on our three projects toward that project. He spoke with Ms. Milos-Dale about this and also gave her some ideas of where she could maybe seek out some of the remaining funds that is needed for this project. Ms. Milos-Dale is present to speak. Mr. Ferriolo believes we were in agreement at the last meeting, and Ms. Ford went over this, we were at $89,000 and is now shown at $91,000 for these projects. He mentioned one of the things that Ms. Ford mentioned last time is the $10,000 cushion – is this something we should add to the $91,000? Ms. Ford said we do need to think about this, it’s not included in the $91,000. The reason the price went up a little is because we decided to add on an extra kiosk sign because we’re putting one in downtown Lake Orion, so that added one more sign. Mr. Ferriolo asked what staff anticipates in terms of another cushion for the costs of these projects, understanding the rates we have were back then, and should we be adding a percentage in anticipation of increased costs. We also said at the time that the differential between that and $130,000 would be something we would consider offering to Oakland Township. We’re here to talk about the differential that the Commission might offer to Oakland Township for the junction project. Ms. Ford indicated Mr. Ferriolo is right about the $10,000, she forgot to include that in her memo. She has gotten confirmation from the signage shop that they will honor their pricing, so that will remain the same. For the stairs and parking lots, she has not been able to get information back from Mannik Smith yet; they are working on it and the costs are estimates at this point. Mr. Simon asked the voting members how much they know about the junction project and what the park has to add to the trail. It adds amenities that are not available at that end of the trail. Mr. Blanchard explained that Ms. Milos-Dale is here to do a presentation, and doesn’t see a need for a vote. Mr. Simon is not asking for a vote, just trying to know how many people know about the project. Mr. Blanchard wants to hear more about it tonight. Ms. Steele asked if the $10,000 was for the overage on the signs. She commented about the bridge where the fence was missing – she knows there was a cost involved in that and we are asking for the contractor and engineer to repair that – in the event they don’t pay for that, she thinks the portion that needed to be repaired needs to be included utilizing the grant. Ms. Ford said the $12,000 for the extra railing is already accounted for in her calculations, so we don’t need to factor that in. The $10,000 is for overages on the bridge project. Regarding the signage, Mr. Blanchard asked if the State doesn’t fund it, how much money is needed to finish the project. Ms. Ford will do some calculations and provide this to the members.

Ms. Milos-Dale’s Presentation on the Paint Creek Junction Project: Ms. Milos-Dale explained this is not only an Oakland Township project, this has been something the Commission has requested for many years. This project will service the trail and users more than anyone else, she loves the trail as one of their premier facilities in Oakland Township and wants to do this. But as you can see in her explanation, costs keep going up. Around 2002, they purchased the property in order to provide a trail connection and support facilities for users. This has been a long time coming. At that time, they spent a good amount of money purchasing the property for this purpose, and had divided the property into two pieces because it was so costly and thought they would sell off one piece and keep the other. Now that they are ready to develop it, they need to use both pieces to make it work as seen in the plan, so they are not selling the property. It’s the right thing to do, and they’re happy to do that. They did apply for a Trust Fund grant in 2018 and talked with the grant coordinator today. These monies are the only ones allowed by the Constitution. That grant will be coming to them, it’s just a matter of when because of the delay in what’s going on with COVID-19. She has been working with the Township’s consulting engineer, and it’s basically ready to go to construction. It’s already been out for review and they have received some permits. The facility will have numerous spaces for cars as well as for horse trailers, universally accessible restrooms, a pathway that connects to the trail, a well for potable
water, a picnic area, a native landscaping project which will capture the rainwater drained from
the parking lot, and interpretative signage. These are the basic components of a trailhead. There
are no extraneous things to strip off the project to make it less expensive. The engineer recently
did an updated cost estimate included in the packet. They do have a grant that is supposed to pay
for about $228,000 of the cost, but the way bids are coming in, they will probably be high. In the
packet, she listed $130,000 as unfunded, but the Park Commission had a discussion and put
$35,000 more into this project. So now we are potentially $95,000 over budget. She is going to
apply for a grant to the Community Foundation of Southeast Michigan. They’ve indicated that
they would expect a $50,000 grant might be possible, but that’s average for them. So potentially
they have about $45,000 that remains unfunded for this project, so she’s coming to the
Commission to ask them to consider sharing some of the Wilson Foundation funding for this
project, which was not an idea on her radar. When she talked to JJ Tighe about this project, she
was talking about applying for a new grant — it was his idea to ask the Commission if there were
funds left over that might be put towards this project. So, the Parks put in an extra $35,000, they
have $95,000 more to look for — she’s applying for a $50,000 grant, so potentially $45,000
remains unfunded. She is happy to answer any questions.

The Commission thanked Ms. Milos-Dale. Mr. Becker said this project has been going on for a
long time and it’s been in the last two Master Plans. The Commission really wants this project as
it’s a serious need for trailway, and we are the primary beneficiary of it. If the Wilson
Foundation thinks it’s a good idea for the Commission to use some of the funds, it’s great. With
the generosity they have shown, as well as the generosity of Oakland Township Parks, he has no
problem with allocating some funds to this project. Mr. Stout thanked Ms. Milos-Dale for the
presentation. He doesn’t want her to think what he’s going to say is negative as the project will
be a good asset, but commented the Commission took things out of the overall project plans such
as parking lots, and would like consideration if there is any extra money that we look at those
projects first that we’ve talked about for the last couple of years, and take care of those with any
additional funds that we have. Mr. Ferriolo loves the project, that horses can go there and there
will be a place for picnics. We’ve already said yes to Ms. Milos-Dale at our last meeting, so she
doesn’t have to sell us on anything. The only thing we need to deal with is what the differential is
between covering those things that the Wilson Foundation said that we could cover, including the
$10,000 for the bridge project, and if these cost needs to be increased a little, then the difference
between that and $130,000 has the Oakland Township Parks Commission name on it. We just
need to say that, so the Commission doesn’t get caught making a commitment of a set amount,
and then finding out we’re overbudget on what needs to be completed. We need to be fair to the
Commission, the Wilson Foundation and to Oakland Township Parks — we already said yes and
will do what we can for the project, we just need to know the differential. We might not know
how much we can give to Parks until Ms. Ford gets the figures — it might not be until the next
meeting. Mr. Blanchard asked Ms. Milos-Dale when she needs an answer — she indicated she is
going to apply for the Community Foundation grant in May regardless. It would be good to
know, but it’s not an emergency. She supplied a time schedule in her information, and the
Township will be going through a rezoning for a few months before they go out to bid, probably
in the late fall, so there is time. Ms. Ford was asked to get the cost figures on the other projects
for the next meeting, and then we can determine what’s left for the junction project. Mr. Simon
said he’s new to the Commission, but understands that 62% of the trail is supported by Oakland
Township. He wanted to throw this out when thinking about supporting the junction park, as the
Township puts a lot of money in to support the trail - let’s support the park. Mr. Ferriolo said that
is not the opinion of the representative from the Board at Oakland Township. We understand
how everything works and the interlocal. It doesn’t mean anything, it’s nice chatter but as far as
the operation of this Commission, there are eight votes with respect to every other municipality.
Ms. Buxar asked Ms. Milos-Dale about the SPTC possibly contributing something towards the
project, as this is somewhat of a connector. Ms. Milos-Dale said this project has gone on for so long. She does think she talked to them a while ago, and if they would have contributed anything, she would have included it in the project funding, but will be happy to go back and talk with them. Mr. Blanchard asked if there is a date we need to get back to the Foundation on. Ms. Ford indicated she has to submit a new budget and letter because it’s more than 10% of the cost of the grant and it needs to go through an approval process, but right now it’s a little fluid with everything that’s going, so it’s OK right now.

DISCUSSION: Trail Surface Condition & Maintenance: Ms. Ford indicated staff has received some complaints from users about the surface. An email is included in the packet, and the writer is on the phone to make comment. She has reached out to Mannik Smith and WCI about this issue. They were both in agreement that it had to do with the weather this year and grading should take care of it. Tom from WCI stated that sometimes the first year of a new surface can be a little worse than it will be in years to come because there’s more water in it than there normally would be, especially since it was surfaced in late fall. The water got trapped in it and will take a while for it to fully drain out. The hope is when we get back to normal operations, as parks staff are working at reduced levels, remotely or just restricting work to sanitary items, it will eventually get graded. Oakland Township may have gone out this week to do some work on it. The hope is once that work is done it should be back to its normal state. Mr. Samuel Nouhan, 5563 Kirkridge Trail, Oakland Township, is calling in with public comment. He commended Ms. Ford for a great job in being responsive to the emails he has sent—he’s impressed with her thoroughness. The Commission looks like a fun, collaborative group, which is refreshing, as he has a lot of experience with local government and it’s not always like this. He is a long-time user of the trail, riding about 1,000 miles every summer between April and October. He has noticed the trail condition deteriorate over the last several years, and was glad to see the resurfacing occur. There has been a persistent problem with ruts in the trail over the last 4-5 years. It has to do with the popularity of the fat tire bikes, although he’s not blaming them exclusively for the ruts, he’s just noticing more fat tire bikes and more ruts. He rode the trail after it firmed up from the thaw, and he was shocked at how many ruts were in the trail after it had been resurfaced last fall. He walked the trail in March and noticed a lot of bikes on the trail. It’s his opinion the bikes are causing the ruts, which can be addressed by regular grading and surface treatment, but he thinks the Commission should give consideration to not allowing bikes or anything with tires on the trail during the spring thaw. It adds to the maintenance costs. The fat tire bikes are designed to be used in the winter, on sand and in the mud, and has encouraged people to ride the trail during that sensitive period when the trail is vulnerable to being marked with ruts. He feels it would be wise to consider that. The ruts will be taken care of with regular maintenance, but he suggests that the Commission not allow any kind of wheeled objects on the trail during the spring thaw. He developed tendonitis in his wrist after riding the trail related to the rough surface. This is a real issue and is affecting the usefulness of the trail for bike riders. Ms. Steele thought that there might be a possibility to use some of the grant funding to go over the trail very finely to make sure it’s a better surface—maybe we should look at doing this collectively while there is funding that was used for resurfacing to grade it to make it smoother. Mr. Becker confirmed the caller’s observations—the parts of the trail he has been on are in terrible shape. He recalls other resurfacings have not been this bad; maybe the fines used this time are not as suitable for letting drainage as the old surface. He is strongly opposed to prohibiting bicyclists on the trail at any time as they are the highest percentage of usage on the trail. We’re here to have people use the trail, not to chase them away. We have tried educational campaigns to ask people not to use the trail with bicycles when it’s wet and ruts can form, but a solution is not to eliminate riders from the trail. We certainly need some regrading. Mr. Blanchard agrees with the contractor as this year we didn’t get a hard frost and that kept the ground soft. There are some trails that restrict their use, but that would be a tough call. He is in favor of putting this topic on a future agenda for
discussion and to do a little research on what other trails are doing, but he thinks this winter was unusual as the ground never really froze and people were using the trail when it was soft and creating ruts. COVID-19 had a lot to do with the use as the trail is very busy. Ms. Gamage has noticed all the same things and concurs with the comments. The Friends of the Clinton River Trail did an educational campaign during the first few years of surfacing the trail asking bikers to refrain from riding the trail when it was wet because they had issues with rutting. She’s not sure how effective that campaign was, but would hesitate to try banning certain users from using the trail because of the enforcement. She doesn’t think it would be that effective. She would rather see an educational program done. Ms. Pinkham agrees with the condition of the trail as the ruts are huge. She can’t go along with banning bicycles as she rides year-round, and does not see it as enforceable. It’s a new surface and will take a while for it to settle, the weather impacted it as well as the increased usage. She wonders if it could be rolled as well as graded. Keeping bicycles off, one of the biggest users, is not viable. Mr. Ferriolo thanked Mr. Nouhan, the caller, for his report as a resident who cares. We need to handle this problem if the trail can’t handle the types of bikes on the trail – we should have developed something to make it suitable for bikes. He doesn’t think we can tell people to stay off the trail when it’s wet. It comes back to the Commission to fix this. Mr. Nouhan said he acknowledges enforcement would be an issue. When retired, he wants to stay in the area because of the trail, but wants to say the ruts are occurring in a very narrow window of time during the spring thaw. He doesn’t want to ban anyone from the trail, but it’s a problem that occurs at a very specific time. In addition to the ruts, the surface is very wavy because of the resurfacing. This has to do with the way it was tamped down during the resurfacing process. Mr. Blanchard indicated this needs to be brought to a future meeting, and asked Ms. Ford to do some research and talk to the Park Managers to see who might have grading equipment for the future, and talk to the contractor about rolling or grading costs. We need to get the trail in a condition where it’s smooth and not rutted. Ms. Ford indicated she sent an email to all communities and both Oakland Township and the City of Rochester have the equipment to do the grading. Rochester indicated they will do it when time allows once they are back to normal operations. Oakland Township said they would try and do it within the next few weeks. She has not heard back from Rochester Hills or Orion Township at this point. Mr. Blanchard indicated these communities may not have the equipment, and maybe the other two communities might share equipment. Mr. Stout hopes we all can utilize each other’s equipment, that’s not a big deal – but it’s a shame that we spent all this money on resurfacing and the following season we’re talking about how bad the trail surface is after paying for a new surface. He’s irritated that the contractor and engineer can just walk away and say it’s the Commission’s problem and they have to do something about the surface problem. He asked if we specked a different mix than in previous years for the base. Ms. Buxar agreed with Mr. Stout that something went so bad so quick, but we’ve had an unusual year weather-wise this year. Mr. Becker remembers the engineer told the Commission he could not get the mix that we had used in the past as it was very expensive; the mix was different sizes and very hard to make. Instead he gave us a finer mix than what was used in the past. He feels the mix used is part of the problem and the engineer didn’t warn us of possible liabilities with the mix decided on. Ms. Ford confirmed the mix was different than what was used previously. Mr. Blanchard suggested that rolling the surface may be better than grading it. Mr. Sage is not sure the City of Rochester will be able to comply with the grading by next meeting because of the Governor’s orders. Ms. Buxar said that maybe the Commission could spend some of the money in the grant to make sure the trail is fixed properly and maybe have another engineer look at it to see if there is something we can do to rectify it. Mr. Blanchard asked if any member communities have an engineer on staff to look at this issue. Mr. Stout can have a discussion with OHM, Orion Township’s consulting engineer to see where it goes – he will ask what the standard is for a pathway mix. Mr. Walker indicated Rochester Hills has an engineer on staff, but is not sure of their expertise for this application. This item will be brought back to the next meeting for discussion.
DISCUSSION: 2020 Trail Events: Ms. Ford said there was a change to what was included in the packet. The Orion Veterans Memorial 5k – they have decided to make it a virtual race, so that is not an issue any longer. Not included in the information for May events is an Adopt a Trail event, and a Garlic Mustard workday scheduled for May 21st which is in conjunction with Six Rivers, Oakland Township Parks & Rec and CISMA. National Trails Day is scheduled June 6th with the ribbon cutting for the bridge. She received an email today from the American Hiking Society who plans all the Trails Day events, and they are encouraging everyone to not have an in-person event, to do it as more of a virtual event to show a message of supporting the trails and not do something in person. She spoke to her contact at the DNR and they are fine if the ribbon cutting is pushed back, it doesn’t need to happen in the spring. The Motor City Brew Tour/Cruisin’ for the Trails is still on as of right now for the 14th, but she was contacted by the person who runs the event proposing an August 30th date if need be if the stay at home order is extended. The RARA Earth Day 5k is still being planned for June 27th. A lot of the events scheduled for April and May have been pushed back into the fall at this point. The Brooksie Way race is usually in September. Mr. Becker said what he sees from the CDC guidelines, they are basically asking for a 30 day forward look for some of these events, so everything Ms. Ford reported on, we are OK for now and don’t have to make any decisions about canceling anything now, but conditions can change. We don’t need to act on anything in her written or oral reports now. Mr. Blanchard is glad that these organizations made a decision to cancel their events. Ms. Olijnyk asked which events are still on for May. Ms. Ford said the May events still scheduled are the Garlic Mustard workday on May 21st and the Adopt A Trail event that does not have a scheduled date, which we can forego if necessary. Ms. Olijnyk commented the Garlic Mustard event is within the 30 day limitation. Ms. Ford indicated this event draws a pretty good amount of people which are broken up into smaller groups. Ms. Gamage said her book group discussed the Adopt a Trail event last night, and will continue to do their event, but differently. No date has been scheduled, but will be in the next couple of weeks as trail usage is high and there is a lot of trash on the trail, including dog feces. Each family will be assigned a particular section of the trail, it will not be done in one group. Mr. Blanchard’s subdivision is scheduling a clean up event, with each family being assigned an individual time to go out and clean up a certain section. Perhaps this could be done for the Garlic Mustard workday. Ms. Ford explained this is a Six Rivers’ event, but she will speak with them as they are having discussions about whether to hold the event. Mr. Fernolo said we should consider June and July events that demand a lot of planning, as well as the Labor Day Bridge Walk. Mr. Blanchard asked that future trail events be put on next month’s agenda for discussion as staff has to do a lot of planning for them. Ms. Ford asked for clarification on National Trails Day – are not going to do an in-person event in June and push it back as recommended, or will we still hold the event? The consensus is to push this event back.

MANAGER’S REPORT: In addition to the written report, Ms. Ford indicated there is some graffiti on the trail, but Orion Township has taken care of this and the bathroom has been locked to prevent future incidences. There is a logjam at the Dinosaur Hill bridge and the City of Rochester was aware of this issue and it is at the top of their priority list once they go back to normal operations. She has been pushing social distancing content on the website and social media, and issued a press release to the papers. Mr. Becker indicated in the Paint Creek Junction plans they have a remote locking mechanism for the bathroom, perhaps we could do the same for the Kern/Clarkston location. Ms. Ford will talk to Ms. Milos-Dale about this. Mr. Simon is doing research on the locks and timing and will get this information to staff. He also suggested that Trout Unlimited be contacted regarding the logjam in Rochester as they have a powerful outreach; he will send contact information to staff.
COMMISSIONER REPORTS: The members all thanked Ms. Ford for putting this meeting together, stay safe and healthy until our next meeting, and hopefully this will all be over soon and we can meet in person. Ms. Steele asked that dog waste bags be put out at every sign, and asked this item be put on a future agenda. Mr. Stout feels that maintenance of the trail is of utmost importance from here on out. Mr. Simon has booklets from the Federal Highway Administration on bicycle safety, guidelines, maintenance and safety action plans that he will pass out at a future meeting. Ms. Olijnyk asked staff to let her know when the Lake Orion Senior signs go up and noted a good article in the Free Press about trail usage. Ms. Gamage thanked staff for all their work, and commented we really need to keep up on maintenance of the trail. We need to put a maintenance plan into action for every year for the surface of the trail. She noticed the log jam in Rochester and is disturbed that the bridge pillars are now tilted – we need regular bridge inspection reports to keep these things on each community’s radar as she can’t imagine what would happen if a bridge went out on the trail and could not be used for emergency vehicles. She suggested a future agenda item be keeping the maintenance of the trail and bridges at the forefront of the communities’ awareness. Mr. Sage said he will follow up on the bridge logjam and trail grading. Stay safe and healthy!!

ADJOURNMENT OF REGULAR MEETING:
MOTION by Gamage, seconded by Stout, Moved, to adjourn the Regular Meeting at 10:00 p.m. Ayes: All Nays: None MOTION CARRIED.

NEXT REGULAR MEETING: May 19, 2020 at 7:00 p.m. – Rochester Municipal Offices
Respectfully submitted,

MELISSA FORD, Trail Manager                      DAVID BECKER, Secretary
Paint Creek Trailways Commission
Treasurer's Report - Flagstar Bank
April 2020

Balance: 1-Apr-20

- Checking Balance $169,052.67
- Outstanding Checks (3385,3404,3412,3416) $1,290.00

Revenues:

- Interest Income - April 2020 Interest Income $6.87

  Total Revenues $6.87

  $167,762.67

Expenditures:

- 3419 - Chase Card Services - Credit Card Purchases $14.00
- 3420 - Mannik Smith Group - Resurfacing Construction Administration $1,507.15
- 3421 - Oakland Twp. Parks - 2020 1st Qtr. Wages/FICA and 2020 1st Qtr. Shared Copier Costs $12,952.36
- 3422 - Vista Group International - Audio Sign, Bridge 33.7 $1,757.60
- 3423 - M and B Graphics - Signs $99.00

  Total Expenditures $16,330.11

Balance: 30-Apr-20

- Checking Balance $154,116.03
- Outstanding Checks (3385,3412,3416,3422,3423) $2,676.60

  TRAILWAYS COMMISSION BALANCE $151,439.43

Signed By: ___________________________________ ________________________________
Trailways Commission Treasurer                        Trail Manager

Date: ___________________________________________________________
Eagle Project to rebuild Kiosk on Paint Creek Trail

Hello. I’m Zakaria Benchbana and I’m a Boy Scout from Troop 125 that is based out of Rochester Hills. My family and I have used the Paint Creek Trail for years and I would like my eagle project to give back to the trail and have the Paint Creek Trail as the beneficiary of my BSA Eagle Project. The current need, identified by Melissa Ford, is to rebuild a kiosk on the trail.

Total Estimated Costs for Project:

Cost of materials using pressure treated wood: $230.65

(pressure treated wood tends to last longer and is less expensive.)

Cost of materials using cedar wood: $247

Materials: 4 bags of Gravel 40lbs pound, two sheets plywood 4ft by 8 ft, 2 8 ft 2 by 4, 1 bale of shingles, 3/4 in roofing nails 5 lbs, 1 box 3in deck screws, 2 10 foot 4 by 4's.

Tools needed: Post hole digger, pick, shovels, rope, hand saw, table saw, Screwdrivers, safety goggles and hammers. Rental of post hole digger $50.
NOTE: Cement is known to trap moisture in the posts and ultimately cause premature rotting of the wood. Using gravel requires 42 inches deep to insure adequate support. Gravel helps the moisture disperse away from the posts. The location needs to be shifted slightly to accommodate the integrity of the pole location in the ground.

**Project Phases and Timeline:**

1. Finalise Plan with the Trailways Commission - 3/17/2020
2. Finalise Plan with BSA Leadership 3/28/2020
3. Fundraising 3/29/2020 - 4/12/2020
5. Installing kiosk 5/11/2020 - 5/31/2020

* Timing may shift slightly due to Covid-19 Precautions - as necessary. Intention is still to complete the project by June.
Input needed from Trailways Commission Tonight

1. Confirm the Trailways Commission will be responsible to remove the old kiosk.

2. Confirm the trail location of the Kiosk to be replaced.

3. Confirm approval for materials to be used; specifically:
   a. Cedar vs. Pressure treated wood
   b. Gravel vs. Cement

4. Confirm approval for the project timing.

5. Confirm approval for the overall Eagle Project plan and advise of any additional considerations or guidelines.

THANK YOU!
1. Will you be putting the new kiosk in the same place as the old one? If not, you will need to contact Ms. Digg. 
   I plan to put the new kiosk near the old one so I don't use the same holes.

2. If you use treated wood, will you be staining it with an outdoor deck stain? 
   In regards to the staining it with an outdoor deck stain I'll get back to you on that.

3. Will you be raising the funds? 
   Yes, I'll be funding the project but if you care to donate that is greatly appreciated.

4. My one concern is the depth of the footings. In Michigan, the frost line depth is 42 inches. On really cold winters, this frost line can easily go deeper. I would recommend a footing depth of at least 48 inches. The drawing specifies 24 inches, way too shallow. Frost will push up the poles and cause significant damage to the finished project. In addition, he will have to purchase longer 4x4 posts to set to the 48-inch depth. Probably should go with 12 footers, not 10 ft as specified in his plans. 
   I'll make sure to put the posts 48 inches instead of 42. Which means I'll change the length of the 4 by 4's to 12 feet.

5. If he uses cement, ask him to slope the top surfaces of the cement away from the wood post to direct water correctly. Please have Zakaria research what is recommended on the internet. 
   I plan on using gravel instead of cement.

6. Who will oversee project to make sure it's done correctly? 
   One of my scout leaders is overseeing the project. He has overseen many different project including kiosks.

7. Will you need to pull a building permit? 
   From what I understand I don't need a building permit.

8. Looking at your plans, it doesn't appear that you have included plexiglass and a lock for the kiosk. The kiosks all have plexiglass on them so that any notices we post are protected from the weather as well as vandalism. They are also locked so that we can control what type of notices are placed in them. 
   I will include Plexiglas in the kiosk.
Application for Limited Use Permit for
Private Access to the Paint Creek Trail

Description of Limited Use Requested:
Use trail to access back portion of property (across
paint creek from main property) in order to remove
wood from clean up/clearing, willing to do work
during least used hours of day (dusk - night). 2 hours.

Date Submitted: 5/13/2021

Applicant: Tom Steigerwald

Mailing Address: 5680 N. Livernois  City/Zip: Oakland Twp 48306

Email Address: tsteigerwald@gmail.com Phone: 248-310-1296

Address or General Location: 5680 N. Livernois, Oakland Twp

Property ID(s):

Reason for Request: Creek prohibits efficient means to perform
task using personal property.

Application Submission Requirements:

1) Existing Site conditions;
2) Site Plan;
3) A landscape plan (if applicable)
4) Drawings of structures (if applicable)

Signature: [Signature]

Date: 5/13/2021

Please submit form with required attachments to:

Paint Creek Trailways Commission
4393 Collins Road
Rochester, MI 48306

Or
Manager@paintcreektrail.org
MEMO

To: Commissioners, Alternates & Staff
From: Melissa Ford, Trail Manager
Subject: 2020 Bike Patrol
Date: May 14, 2020

The Commission needs to discuss what safety measures need to be put into place for the upcoming patrol season as well as the bike patroller’s duties and schedule in light of COVID-19.

Per Oakland County Emergency Order 2020-10, which states that open businesses and operations must develop and implement a daily screening program for staff, prior to each patrol shift our bike patroller will take his temperature as well as answer a series of questions as provided by the County. If he were to have a temperature above 100.4 degrees or answer yes to any of the screening questions, he would be excluded from working for a certain number of days as stipulated in the Emergency Order. A copy of Oakland County Emergency Order 2020-10 follows this memo.

Trail staff plans to obtain the following supplies for our bike patroller:
- Hand sanitizer and refillable container
- Masks
- Personal thermometer
- Gloves

Trail staff contacted each of the member communities’ Parks or DPW departments to find out if they are currently sanitizing outdoor fixtures on the trail or in their own parks. Presently, none of the communities are disinfecting any of the fixtures on the trail. Most communities are also not sanitizing or disinfecting any of these items in their own parks as they are considered low risk. High risk areas (bathrooms, playgrounds, etc.) have been closed.

If the trail were to disinfect our outdoor fixtures, it is recommended that we use a bleach solution mixed per the CDC guidelines (https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html). Orion Township is applying this solution at their parks using weed sprayers and a backpack fogger for larger areas.
EMERGENCY ORDER (2020-10) FOR CONTROL OF PANDEMIC
Required screening and social distancing measures at open businesses and operations

This Order is made pursuant to Section 2453 of the Public Health Code, being MCL 333.2453.

Emergency Order (Oakland County 2020-07) imposed similar restrictions. With this order, Emergency Order Oakland 2020-07 is rescinded.

Matters concerning the public health of the residents of Oakland County have been brought to the attention of the Oakland County Local Health Officer. The Local Health Officer has determined that controls are necessary to reduce transmission of COVID-19 to protect the public’s health of Oakland County based on the following facts:

1. A biological agent or the effects of a biological agent have been detected within Oakland County
2. A communicable disease Coronavirus which causes COVID-19 has been identified that can be transmitted from person to person.
3. In order to control and limit the spread of the communicable disease, it is necessary to prevent infected people from coming into contact with uninfected people. It is also critical that essential personnel be protected.

It is hereby ordered businesses and operations that are open must take the following precautions:
1. Develop and implement a daily screening program for all staff. The screening procedures must include the following questions:
   A. Do you have any of the following symptoms?
      i. Fever of 100.4 degrees or higher (as measured by a touchless thermometer if available, but a verbal confirmation of lack of fever is sufficient if a touchless thermometer is not available); or
      ii. Cough (excluding chronic cough due to a known medical reason other than COVID-19); or
      iii. Shortness of breath; or
      iv. At least 2 of the following symptoms chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell and/or diarrhea (excluding diarrhea due to known medical reason), and extreme fatigue.
B. Have you travelled internationally or outside of Michigan in the last 14 days, excluding commuting from a home location outside of Michigan? For purposes of this order, commuting is defined as traveling between one’s home and work on a regular basis.

C. Have you had any close contact in the last 14 days with someone with a diagnosis of COVID-19?

2. An affirmative response to screening question (1)(A) requires the employee to be excluded from working onsite:
   - At least 72 hours with no fever (that is three full days of no fever without use of medicine that reduces fevers) AND other symptoms have improved (for example, when your cough and shortness of breath have improved) AND at least 10 days have passed since your symptoms first appeared.

3. An affirmative response to screening question (1)(B) requires the employee to be excluded from working onsite:
   - 14 days following travel unless that travel was due to commuting from a home location outside of Michigan.
   - Exceptions include necessary workers engaged in travel related to supply chain and critical infrastructure.

4. An affirmative response to screening question (1)(C) requires the individual to be excluded from working onsite:
   - 14 days after the last exposure to the person with COVID-19, per the Centers for Disease Control and Prevention (CDC)
   - Exemptions include health care institutions, public health functions, pharmacies and other entities that are involved in the mitigation of risk during this pandemic.

5. Any essential services providing goods and services, where employees have face-to-face interaction with the public or have close contact with goods that the public purchases shall wear facial coverings (refer to CDC guidance). These essential services include but are not limited to grocery stores, restaurants, pharmacies, and locations where social distancing measures are not possible.

A. A facial cover includes any covering which snugly covers the face and mouth, whether store bought or homemade, and which is secured with ties or ear loops. Examples of compliant homemade masks may be found at https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html.

B. Persons should not utilize N95 rated masks or surgical masks, as those are critical supplies for healthcare workers, police, fire, emergency management, or other persons engaged in life/saving activities.
C. Persons who wear facial coverings should review the CDC guidelines regarding safe reuse, extended wear and cleaning.
D. Operations and businesses identified in this section are encouraged to implement immediately.
6. This order does not change or alter any social distancing requirements imposed in any other Emergency Order.
7. Publish this order at entrance of the facility and to the members of the public at large by all reasonable means available.
8. Exempt from this order are Healthcare organizations with an infection control program in place.

This Order shall become effective immediately and continue until rescinded.

When this order takes effect, Oakland 2020-07 is rescinded. All references to that order in other executive orders, agency rules, letters of understanding, or other legal authorities shall be taken to refer to this order.

Dated: May 8, 2020

Leigh Anne Fitzgerald
Oakland County, Michigan
Local Health Officer
Map Artwork (3/17/20)
Don't need a bleed
21.25” x 32.5”

41.5” x 43.75” Sign Faces
.080 Aluminum w/ Digital Print

6” x 6” Posts
Powdercoated
Dark Brown
42” in ground

Waiting Artwork for this area
12.25” x 14.6”

Kiosk
Double Sided Sign

** There is NO CHARGE for the FIRST REVISION, any customer changes after that are subject to a $20 art charge. Thank you!
Trail Courtesy, Rules and Regulations

- Please be respectful of others, regardless of their mode or speed
  - Please keep to the right, allowing others to pass on the left
  - Please respect our neighbors and stay on the trail
- Cyclists yield to all other users, pedestrians yield to horseback riders
- Cyclists should adapt their speed to conditions and others on trail
  - Announce your presence/signal to others before passing
  - Be aware of other users nearby, please do not block the trail

- No motorized vehicles
- No alcoholic beverages
  - Bicycle racing and race training is not allowed
- Please keep all pets on leashes and clean up after them
  - Campfires and groundfires are not permitted
  - Do not litter or disturb vegetation or wildlife
  - Horses permitted north of Dutton Road only
- Hours are 1/2 hour before sunrise to 1/2 hour after sunset
History of the Paint Creek Trail

In 1981, community leaders from Avon Township (now Rochester Hills), the city of Rochester, Oakland Township, and Orion Township formed the Paint Creek Trailways Commission for the purpose of purchasing the abandoned Penn Central Railroad.

The Michigan Land Trust, now known as the Michigan Natural Resources Trust Fund, provided a grant for half of the $450,000 cost, and the four communities provided the balance to establish the first non-motorized rail-to-trail in the state of Michigan.

An intergovernmental agreement between the communities dictates the structure for the trail management which consists of elected and citizen representatives from each community serving together on the Paint Creek Trailways Commission to execute the mission of the trail:

*The Paint Creek Trailways Commission provides trail users natural, scenic, and educational recreation experience while preserving the natural integrity of the Paint Creek Trail for the enjoyment of present and future generations.*

Commission meetings occur regularly and the public is invited to attend and comment.
Paint Creek Trail Mile-Markers

The Paint Creek Trail was a working railroad corridor from 1872-1974. The Detroit and Bay City Railroad Company built the rail line in 1872, connecting Detroit to Bay City. Michigan Central Railroad later acquired the line and developed the mile-marking system in the late 1890s.

Each mile-marker contained the letter “D,” signifying “Detroit,” and a number that represented the distance in miles from the center of Detroit to that point. These markers are metal, diamond-shaped signs and are found at half mile intervals along the trail.

Additional mile-markers have been located at bridges, road crossings, and other areas. In an emergency, identify the nearest mile marker you saw so that the location can be pinpointed, and call 911.
The Iron Belle Trail

The Iron Belle Trail is Michigan’s showcase trail that touches hundreds of municipalities and crosses through 48 different Michigan counties. Since 2012, the Michigan Department of Natural Resources has developed the Iron Belle Trail route using existing trails, networks, and new connections.

The trail extends more than 2,000 miles from the far western tip of the Upper Peninsula to Belle Isle in Detroit, with a route for bicycling, and a route for hiking. The Paint Creek Trail is part of the biking route, which travels up the east side of the state. The hiking route travels up the west side.

The Paint Creek Trailways Commission wishes to thank the Michigan Department of Natural Resources for the Iron Belle Trail mini-grant which generously supported new signage on the trail in 2020.

For the most up-to-date information on the progress of the Iron Belle Trail, please visit: michigan.gov/dnrtrails.
Native Plants

Native plants are those that historically grew in an area without human introduction. They bring beauty to a home landscape or natural area, and provide nesting sites and food for birds, insects, and wildlife. Native plants are well-adapted to the local soils and climate, so they do not need watering and require no fertilizer or pesticides, which can pollute our waterways. While many non-native plants may be colorful and attractive, they are considered “invasive” because they out-compete native species and do not provide food or habitat for wildlife.

Some native plants that can be found along the Paint Creek Trail are:

- **Indiangrass**  
  *Sorghastrum nutans*  
  From iNaturalist  
  Photo by Joseph Kurtz

- **Marsh Marigold**  
  *Caltha palustris*  
  From iNaturalist  
  Photo by Dr. Ben Vanderweide

- **Wild Geranium**  
  *Geranium maculatum*  
  From iNaturalist  
  Photo by mgoethe

- **Butterfly Milkweed**  
  *Asclepias tuberosa*  
  From iNaturalist  
  Photo by Bob Lathrop

- **Hairy Beardtongue**  
  *Penstemon hirsutus*  
  From iNaturalist  
  Photo by Joseph Kurtz

- **Golden Alexander**  
  *Zizia Aurea*  
  From iNaturalist  
  Photo by Jesse Lincoln
Prairie Restoration

There are many types of prairie plants along the Paint Creek Trail. Intact prairies, wetlands, and woodlands are rich with a diversity of plant and animal life. Historically, frequent fires sparked by passing Detroit and Bay City Railway trains helped keep trees and shrubs from crowding out native prairie plants. However, the cessation of these natural fires has allowed many fire-intolerant, non-native plant species to out-compete the native, fire-adapted plants. With heavy competition from non-native plants, natural areas have a tendency to become thickets of shrubs or weeks with very little diversity.

Controlled burns of the prairie were identified as a management tool as part of an ecological study of the area. Fire controls the invasion of undesirable plants by stimulating native fire-adapted plants to spread. It simultaneously kills many woody and non-native plants that would otherwise take over these sites. Fire enriches the soil and lengthens the growing season by raising the ground temperature as well.

Controlled burns are performed by well-equipped, fully trained staff and volunteers and several safety measures are put in place in conjunction with local fire officials.

Prescribed fire by experienced professionals keeps the beautiful prairie pockets along the trail healthy.
The Paint Creek

Paint Creek is considered a high quality cold water stream by the Michigan Department of Natural Resources. It begins as an outflow from Lake Orion and flows about 13 miles to empty into the Clinton River in the city of Rochester.

The stream varies from ten to thirty feet in width. The water quality is conducive to maintaining a good trout population as temperatures rarely exceed 70 degrees Fahrenheit thanks to the ability to release cold lake water from the dam at Lake Orion in the summer. The creek has received annual trout stocking since 1953 and some sections of the stream now have natural reproduction of brown trout.

Trout Unlimited, a non-profit conservation organization, has played an integral role in improving the quality of the Paint Creek for the trout population and anglers. Recent TU projects include installing instream fish habitats, managing woody debris, and repairing streambank erosion problems in order to provide anglers with stream-friendly access sites.
Where The Wild Things Are!
By Jonathan Schechter
Nature Education Writer for Oakland County Government

The Paint Creek Trail is more than a popular pathway for people. It’s a wildlife-friendly corridor that includes diverse woodlands, healthy wetlands and even restored prairie that provides critical habitat and safe passage for wildlife. It’s a trail where the songs, signs and natural cycles of nature’s way not only survives, but thrives.

Spring brings the magical sky dance of the American Woodcock, music of spring peepers and the return of Wood Ducks. Cicadas buzz from treetops in summer, gray treefrogs sound off before storms, leopard frogs leap in meadows, eastern bluebirds flit about, and rabbits scatter at your approach. Massasauga rattlesnakes sun themselves nearby and migrating monarch butterflies visit wildflowers on sunny autumn days. Winter snow reveals the tracks of coyotes, deer, mink and wild turkey. Barred owls hoot at dusk.

Hiking, running or cycling can affect the behavior of trailside wildlife, but many species are well acclimated to human activity and have been since back in 1870 when trains first rumbled down the corridor. Walk slowly, stop often, look and listen you will discover our Paint Creek Trail is truly a habitat “where the wild things are.”
MEMO

To: Commissioners, Alternates & Staff
From: Melissa Ford, Trail Manager
Subject: Ralph C. Wilson, Jr. Foundation Funds & Recognition on the Trail
Date: May 13, 2020

RCWJF Funds

Both Mannik & Smith Group and WCI have provided updated quotes/estimates for the Bridge 33.7 stairs and the Dutton and Gallagher parking lot resurfacing projects.

For the Bridge 33.7 stairs, MSG has provided the following quote:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>$4,945</td>
<td>MSG Field Survey and Design Work</td>
</tr>
<tr>
<td>$20-30,000</td>
<td>Construction of 11 Step Staircase with landing or curve</td>
</tr>
<tr>
<td>$6,500</td>
<td>MSG Inspection, Layout &amp; Project Management</td>
</tr>
<tr>
<td>$300</td>
<td>MSG Bid Package Preparation</td>
</tr>
<tr>
<td><strong>$31,745 - $41,745</strong></td>
<td><strong>Total</strong></td>
</tr>
</tbody>
</table>

This is nearly double what had been estimated for this project in the original budget. The following rationale was provided by MSG for the higher than expected cost:

The stairs that were put in during the resurfacing project at Dinosaur Hill cost $11,852 for 7-step stairs. The estimated elevation difference between the Dinosaur Hill site and the Bridge 33.7 site is nearly 7 feet so that will most likely be a 11-step stair. The stairs will need to be curved or will need a landing to turn the stairs to keep within the currently cleared area. MSG believes costs will run closer to $20,000 but may get up to $30,000 as this is dedicated small project.

For the Dutton and Silverbell parking lot resurfacing, WCI believes that several of the items in their original bid can be removed to save costs. Both WCI and I have reviewed the lots and believe that the parking blocks and bollards are in good enough shape that they do not need to be replaced. WCI also does not believe that any slope restoration work will need to be performed at either site. For reference, I have included WCI’s original bids for the two parking lots below:
If these items are eliminated, WCI believes the project will cost approximately $20,000 to stone, grade and roll both parking lots. This total also includes the cost of barricades to close off the lots during construction. WCI can provide us with a formal quote if the Commission would like to proceed with the project.

I have updated the project budget to reflect the changes as described above. Additionally, I have reduced the amount the Commission will be paying for the timber approach railings as MSG has waived their construction administration fee for the project (more information regarding this can be found in the packet). The updated budget follows this memo.

**RCWJF Recognition**

At my February meeting with J.J. Tighe from the Wilson Foundation, we discussed RCWJF’s recognition requirements and the use of their logo. Mr. Tighe is requesting that the Foundation be recognized at the bridge site as well as on the mile markers along the
trail to acknowledge their support for the resurfacing project. Following this memo is an example of how the Michigan Air Line Trail incorporated the RCWJF logo on their mile markers. I have also included photos of the current PCTC mile markers and the RCWJF Parks & Trails logo for reference.
AGREEMENT FOR PROFESSIONAL SERVICES

MSG Project No.: P3290001
Date: May 5, 2020

CLIENT: Paint Creek Trail Commissioner

CLIENT CONTACT: David Becker, Commission Chair

ADDRESS: 4393 Collins Road
CITY, STATE ZIP: Rochester, MI 48306-1670

PHONE: (248) 651-9260
EMAIL: Manager@paintcreektrail.org

PROJECT NAME: Paint Creek Bridge/Trail – Design of new stairway, SW Quadrant at Bridge 33.7.

SCOPE OF WORK FOR MSG:

Work related to the field survey and design work to allow construction of a new stairway. The proposed stairway would be located in the southwest quadrant of the Paint Creek Trail at the bridge commonly referred to as 33.7. It is anticipated the stairway would be constructed to the south of the existing timber approach rails to the structure to allow access to the flood plain area. This estimate includes a detailed field survey to determine actual grading in the area and the design of the stairway to allow pedestrians to access the flood plain area near Paint Creek. This estimate does not include the preparation of any contract documents as it is anticipated plans would be sent to a defined list of contractors to obtain estimates and work would be awarded with the issuance of a purchase order based on these submittals.

FEE SCHEDULE:
☒ TIME AND MATERIALS (NOT TO EXCEED) ☐ LUMP SUM

PROJECT FEE $4,945

SCHEDULE:

MSG will begin working following written authorization to proceed. The above detailed work will be completed according to the following schedule: Field survey would be completed within three weeks of award and plans would be finalized within six weeks of award.

AGREEMENT:

By execution of this Agreement, the Client authorizes The Mannik & Smith Group, Inc. to provide the services described above according to the Terms and Conditions previously established on January 16, 2018 between Client and The Mannik & Smith Group, Inc.

PAINT CREEK TRAIL COMMISSION

SIGNED: 
PRINTED: 
TITLE: 
DATE: 

THE MANNIK & SMITH GROUP, INC.

SIGNED: Christopher M. Zangara, PE
PRINTED: Christopher M. Zangara, PE
TITLE: Associate, Engineering/Operations Manager
DATE: May 5, 2020
### Paint Creek Trail Bridge 33.7 Renovation Project Cost

<table>
<thead>
<tr>
<th>Category</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction Subtotal</td>
<td>$670,328</td>
</tr>
<tr>
<td>Design/Engineering Subtotal</td>
<td>$133,814</td>
</tr>
<tr>
<td>Addison Tree &amp; Outdoor Services</td>
<td>$3,825</td>
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<tr>
<td>Audio Sign</td>
<td>$4,394</td>
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<tr>
<td>Recycling Bin</td>
<td>$790</td>
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<tr>
<td><strong>Bridge 33.7 Renovation Total Cost</strong></td>
<td><strong>$813,151</strong></td>
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</table>

### Paint Creek Trail Bridge 33.7 Renovation Secured Funding and Unfunded Project Expenses

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Transportation Alternatives Program Grant</td>
<td>$300,000</td>
</tr>
<tr>
<td>Michigan Natural Resources Trust Fund Grant</td>
<td>$300,000</td>
</tr>
<tr>
<td>Oakland Township Parks and Recreation Cash Match</td>
<td>$156,200</td>
</tr>
<tr>
<td>Paint Creek Trailways Commission Cash Match</td>
<td>$20,000</td>
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<tr>
<td><strong>Total Secured Project Funding</strong></td>
<td><strong>$776,200</strong></td>
</tr>
<tr>
<td>Remaining Unfunded Bridge Renovation Project Expenses</td>
<td><strong>($36,951)</strong></td>
</tr>
</tbody>
</table>

### Paint Creek Trail Surface Renovation Calculation of Project Cost

<table>
<thead>
<tr>
<th>Category</th>
<th>Cost</th>
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<tbody>
<tr>
<td>New Construction Subtotal</td>
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<tr>
<td>Design/Engineering Subtotal</td>
<td>$64,595</td>
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<tr>
<td><strong>Surface Renovation Total Cost</strong></td>
<td><strong>$546,745</strong></td>
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### Paint Creek Trail Surface Renovation Secured Funding and Unfunded Project Expenses

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Budgeted Contributions from Member Communities</td>
<td>$300,000</td>
</tr>
<tr>
<td>Budgeted Contribution from Paint Creek Trailways Commission</td>
<td>$20,000</td>
</tr>
<tr>
<td><strong>Total Secured Project Funding</strong></td>
<td><strong>$320,000</strong></td>
</tr>
<tr>
<td>Remaining Unfunded Surface Renovation Project Expenses</td>
<td><strong>($226,745)</strong></td>
</tr>
</tbody>
</table>

### Combined Bridge & Resurfacing Project Costs, Secured Funding, & Unfunded Project Expenses

<table>
<thead>
<tr>
<th>Category</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Combined Secured Funding</strong></td>
<td><strong>$1,096,200</strong></td>
</tr>
<tr>
<td><strong>Total Combined Project Cost</strong></td>
<td><strong>$1,359,896</strong></td>
</tr>
<tr>
<td><strong>Total Combined Unfunded Project Expenses</strong></td>
<td><strong>($263,696)</strong></td>
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### Private Foundation Grant Request as of 02-12-20

<table>
<thead>
<tr>
<th>Category</th>
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</thead>
<tbody>
<tr>
<td><strong>Total Grant Amount</strong></td>
<td><strong>$408,000</strong></td>
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<tr>
<td><strong>Total Combined Unfunded Project Expenses</strong></td>
<td><strong>($263,696)</strong></td>
</tr>
<tr>
<td><strong>Total Remaining Private Grant Funds</strong></td>
<td><strong>$144,304</strong></td>
</tr>
</tbody>
</table>

### Cost Overruns as of 02-12-20

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bridge 33.7 Project Overage</td>
<td><strong>$4,000</strong></td>
</tr>
<tr>
<td>Timber Approach Railings</td>
<td><strong>$7,351</strong></td>
</tr>
<tr>
<td><strong>Total Cost Overruns</strong></td>
<td><strong>$11,351</strong></td>
</tr>
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</table>

### Additional Projects as 05-23-20

<table>
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<tr>
<th>Category</th>
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</thead>
<tbody>
<tr>
<td>Bridge 33.7 Contingency</td>
<td><strong>$10,000</strong></td>
</tr>
<tr>
<td>Dutton &amp; Gallagher parking lot resurfacing</td>
<td><strong>$20,000</strong></td>
</tr>
<tr>
<td>Bridge 33.7 stairs</td>
<td><strong>$42,000</strong></td>
</tr>
<tr>
<td>Remaining Kiosk, Gateway &amp; Wayfinding signage</td>
<td><strong>$34,450</strong></td>
</tr>
<tr>
<td>Description</td>
<td>Amount</td>
</tr>
<tr>
<td>-----------------------------------------------------------------</td>
<td>------------</td>
</tr>
<tr>
<td>Total Cost for Additional Projects</td>
<td>$106,450</td>
</tr>
<tr>
<td>Remaining Funds</td>
<td></td>
</tr>
<tr>
<td>Total Remaining Private Grant Funds</td>
<td>$144,304</td>
</tr>
<tr>
<td>Total Cost Overruns &amp; Additional Projects</td>
<td>$117,801</td>
</tr>
<tr>
<td>Total Remaining Private Grant Funds Remaining After Cost Overruns</td>
<td>$26,503</td>
</tr>
</tbody>
</table>
Ralph C. Wilson, Jr. Foundation Recognition on the Trail

PCT Mile Marker

PCT Mile Marker with Adopt-a-Trail Sign

Ralph C. Wilson, Jr. Foundation Logo

RCWJF Logo on Michigan Air Line Trail Mile Marker
May 4, 2020

Ms. Melissa Ford  
Paint Creek Trailways Commission  
4393 Collins Road  
Rochester, MI 48306-1670

RE: Additional Guide Rail Placement  
Paint Creek Trailways Bridge 33.7 Replacement

Dear Ms. Ford and Paint Creek Trailways Commission:

The Mannik & Smith Group, Inc. (MSG) has reviewed and discussed your concerns with the approach rail to the new multi-use Bridge 33.7. The Paint Creek Trailways Commission (PCTC) has concerns relating to access around the guide railing placed at the approaches to both sides of the structure. Please note that this guide rail is meant to be a transition from the trail onto the bridge and not designed as a safety feature or deterrent to get around the guide rail to the water, hence the term ‘guide’ versus ‘guard’. It was designed and constructed to generally accepted non-motorized trail guidelines and has been used on other similar projects. The trail, along its entire length, has many areas accessible to the water that are directly off the trail. The addition of another 12 feet of rail at the bridge will extend the guide rail further, but will not prevent someone from being able to go around the railing and down to the water.

MSG appreciates the PCTC being concerned about safety and accessibility along this pathway and always being concerned about the well-being of the persons using a trail system. It would have been much easier and less costly had someone raised the issue of wanting to extend this railing during the review process prior to bidding.

MSG does not believe that there is a responsibility to participate in the payment of this additional rail, as requested. However, even though we feel that we should be fairly compensated for the additional time and effort to coordinate, inspect and manage the completion of this additional work by the contractor(s) as directed by the PCTC, we are willing to waive any MSG personnel time in this regard.

Please do not hesitate to call should you wish to discuss this issue in more detail. Thank you.

Sincerely,

[Signatures]

Steven L. Bouws  
Senior Project Engineer  

Barry A, Buschmann  
Senior Vice President
MEMO

To: Commissioners, Alternates & Staff
From: Melissa Ford, Trail Manager
Subject: Trail Surface Condition & Maintenance
Date: May 13, 2020

Since our April meeting, both Oakland Township and Orion Township have graded or dragged their section of the trail. Additionally, I have received commitments from both the Rochester and Rochester Hills that they will grade their sections of the trail once their staffing levels allow for it.

As requested, I reached out to WCI, our resurfacing contractor, for a quote on the cost to grade and/or roll the entire trail. WCI’s quote follows this memo.

FYI Trail staff has seen a decrease in the number of complaints we are receiving about the condition of the trail surface since our last meeting.
May 11, 2020

Melissa M. Ford, Trail Manager  
Paint Creek Trailways Commission  
4393 Collins Road  
Rochester, MI 48306

Re: Paint Creek Trail – Surface Grading

The following is our quotation for surface grading of the Paint Creek Trail from Rochester to Lake Orion. The surface grading is for the smoothing of minor surface imperfections (bike marks) caused by use during the spring thaw. This does not include any grade changes to the existing trail, or any rolling of the trail.

A. Surface grading Rochester to Lake Orion  
   Total $9,000.00  
   * No signage or barricades included.

B. Regrade and re-roll the trail  
   Total $28,500.00  
   * No signage or barricades included.

Please call if you have any questions.

Sincerely,

Thomas A. Maliszewski  
President
MEMO

To: Commissioners, Alternates & Staff
From: Melissa Ford, Trail Manager
Subject: 2020 Trail Events
Date: May 11, 2020

Please see below for the updated list of events scheduled on the trail through September 2020. All events scheduled for May have either been cancelled or rescheduled for a date later in the year.

Events currently scheduled for June through September include:

- Saturday, June 27, 2020 – RARA Earth Day 5k Fun Run Race
- Sunday, July 12, 2020 – Run Michigan Cheap
- Sunday, August 30, 2020 - Motor City Brew Tour Cruisin’ For the Trails
- Monday, September 7, 2020 – Labor Day Bridge Walk

Staff recently received word from the Michigan Department of Natural Resources that they are suspending the requirement to hold a recognition ceremony or event to recognize the agency’s funding of public outdoor recreation projects. Grantees are encouraged to raise the public’s awareness of the DNR’s financial support of a project via press releases, social media posts, and other web-based methods. An email from the DNR explaining their directive in more detail follows this memo.
For Local Units of Government with open DNR recreation grants:
As you know, the MDNR recreation grant programs normally require that a recognition ceremony or event, typically a “ribbon-cutting”, be held when grant assistance has been provided to acquire or improve a site of public outdoor recreation. These events help make the public aware of the new or improved recreational opportunity and the funding source that made it possible.

Given the current situation in Michigan with the emergency orders (EO) of the Governor relating to COVID-19, most, if not all, communities have wisely cancelled or postponed such events so far this spring. Our office supports such cancellations and postponements while EOs are in effect.

This notice is being sent to advise our grantees that we encourage all communities to follow best practices for preventing disease transmission and to provide other options for promoting community awareness and recognition of grant program involvement.

Methods for promoting public awareness without an in-person event can include:
• Press release to local newspapers
• Website or blog-post type stories on municipal website
• Social media postings by parks staff and friends groups

Thank you for your dedication to public safety and outdoor recreation. If you have a question, or would like a quote for the article or additional guidance on content, please feel free to contact your MDNR Grant Coordinator.
MEMO

To: Commissioners, Alternates and Staff
From: Melissa Ford, Trail Manager
Subject: May Manager’s Report
Date: May 11, 2020

Advisory Committee Reports
There are no advisory committee reports.

Complaints/Vandalism
I am unaware of any complaints or vandalism this month.

Medical Emergencies/Police/Fire Calls on the Trail
I am unaware of any Medical Emergencies/Police/or Fire calls on the Trail.

Finances
• All Member Community invoices for 2020 Operations and Patrol have been received.
• All January license fees have been paid.

Follow Up
• Bridge 33.7 Renovation: Punch list items still need to be completed. There is a memo in your packet from Mannik & Smith Group detailing their response to the Commission’s request for MSG to pay for the additional timber approach railing at the bridge.
• Bridge 31.7: Commissioner Simon contacted the Vanguard chapter of Trout Unlimited and they have offered to remove the log jam at the bridge once the stay at home order is lifted.
• Ralph C. Wilson, Jr. Foundation: An updated budget can be found in your packet. Additionally, a memo detailing the Foundation’s recognition requirements is also included.
• COVID-19: Ten social distancing signs were placed on the trail on May 1st. Staff is currently working on developing a COVID-19 Preparedness and Response Plan in collaboration with the other Cider Mill Building tenants for when normal operations resume.
• Recreation Master Plan: Staff receive word that the Master Plan was approved by the DNR. The plan is active through 2024.

Future Agenda Items
♦ Memorial Bench Policy (consider adding Memorial Tree program)
♦ Portable defibrillator for Bike Patrol use
♦ Trail safety and maintenance standards
♦ Oakland Township Historical Society Railroad Signal Booth
Promotion of the Trail

• Our Facebook page has 6,792 followers, an increase of 64 since last month.
• Our Twitter account has 769 followers, an increase of 32 since last month.
• Our Instagram Account has 980 followers, an increase of 132 since last month.
• Our E-Newsletter has 154 subscribers.
• I’ve posted information and photos on social media.

Paint Creek Trail Website Analytics
In the last 30 days, we had 7,965 visitors, with 302,879 visits. The top 10 visited pages:

<table>
<thead>
<tr>
<th>Top Pages</th>
<th>Last 30 days</th>
</tr>
</thead>
<tbody>
<tr>
<td>Home Page</td>
<td>9,186</td>
</tr>
<tr>
<td>Trail Maps</td>
<td>1,877</td>
</tr>
<tr>
<td>Contact Us</td>
<td>930</td>
</tr>
<tr>
<td>Parking</td>
<td>815</td>
</tr>
<tr>
<td>COVID-19</td>
<td>698</td>
</tr>
<tr>
<td>E-Newsletter Sign up</td>
<td>586</td>
</tr>
<tr>
<td>Mileage</td>
<td>489</td>
</tr>
<tr>
<td>FAQs</td>
<td>363</td>
</tr>
<tr>
<td>Commission Members</td>
<td>352</td>
</tr>
<tr>
<td>Horses</td>
<td>337</td>
</tr>
</tbody>
</table>

In April, we had 7,902 visitors, with 287,588 visits. The top 10 visited pages:

<table>
<thead>
<tr>
<th>Top Pages</th>
<th>April</th>
</tr>
</thead>
<tbody>
<tr>
<td>Home Page</td>
<td>8,284</td>
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<tr>
<td>Trail Maps</td>
<td>1,332</td>
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<tr>
<td>E-Newsletter Sign up</td>
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<tr>
<td>Parking</td>
<td>589</td>
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<tr>
<td>Contact Us</td>
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<tr>
<td>COVID-19</td>
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<tr>
<td>Mileage</td>
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<tr>
<td>Commission Members</td>
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<tr>
<td>National Trails Day</td>
<td>341</td>
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<tr>
<td>FAQs</td>
<td>331</td>
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Commission Ad-Hoc Committee Assignments

<table>
<thead>
<tr>
<th>Committee Assignments</th>
<th>Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recognition Ad Hoc committee</td>
<td>Gamage, Olijnyk, Pinkham</td>
</tr>
<tr>
<td>Personnel Ad Hoc committee</td>
<td>Becker, Blanchard, Olijnyk, Steele</td>
</tr>
<tr>
<td>Rochester Hills Art/Pathway Project committee</td>
<td>Becker, Blanchard, Ferriolo, Walker</td>
</tr>
<tr>
<td>SE Rochester Property Ad Hoc committee</td>
<td>Becker, Gamage, Sage, Simon</td>
</tr>
<tr>
<td>Labor Day Bridge Walk (Sept 2) Ad Hoc committee</td>
<td>Ferriolo, Olijnyk, Walker</td>
</tr>
<tr>
<td>Lake Orion Ad Hoc committee</td>
<td>Becker, Blanchard, Steele, Stout</td>
</tr>
<tr>
<td>Trail Branding &amp; Signage Ad Hoc committee</td>
<td>Gamage, Ford, Olijnyk, Pinkham</td>
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<tr>
<td>Trail Improvements &amp; Resurfacing Ad Hoc committee</td>
<td>Becker, Sage, Stout, Walker</td>
</tr>
<tr>
<td>Licensing Ad-Hoc committee</td>
<td>Gamage, Simon, Stout, Walker</td>
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2020 Goals
<table>
<thead>
<tr>
<th>Administrative</th>
<th>Progress</th>
<th>Priority</th>
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</thead>
<tbody>
<tr>
<td>Continue coordinating assistance with Friends of the Paint Creek Trail (ongoing)</td>
<td>The 2020 Cruisin’ for the Trails event is scheduled for May 2 on the PCT. The event is sold out! <strong>Cruisin’ for the Trails has been rescheduled for August 30 due to COVID-19.</strong></td>
<td>1</td>
</tr>
<tr>
<td>Continue Trail etiquette education (ongoing)</td>
<td>Ongoing. Due to increased numbers of trails users, staff has been posting content about proper trail etiquette more frequently on our social media accounts.</td>
<td>2</td>
</tr>
<tr>
<td>New Brochure/Map Update</td>
<td>Map will be updated as part of the Signage project.</td>
<td>2</td>
</tr>
<tr>
<td>Continue coordination and participation with Oakland County Trail, Water &amp; Land Alliance (TWLA)</td>
<td>Trail manager Ford will attend the April TWLA meeting. April TWLA meeting postponed due to COVID-19.</td>
<td>2</td>
</tr>
<tr>
<td>Trail Closure education/public relations/Communications Plan campaign (Ongoing)</td>
<td>Ongoing. Continue to utilize social media, website and other resources to provide information to trail users.</td>
<td>2</td>
</tr>
<tr>
<td>Adopt –A-Trail program</td>
<td>The first cleanup will be held in early May. A second cleanup will occur in October. Spring cleanup may be postponed due to COVID-19. <strong>Adopt-a-Trail groups may organize a cleanup if they wish but are asked to follow social distancing guidelines and to take all collected trash with them to dispose.</strong></td>
<td>2</td>
</tr>
<tr>
<td>Develop a volunteer program to recruit, train to help in the office special projects and special events</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Make presentation at member community City Councils and Township Boards</td>
<td></td>
<td>1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Master Plan</th>
<th>Progress</th>
<th>Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete 2020-2024 Master Plan Update</td>
<td>Master Plan submitted to DNR. <strong>Master Plan approved by DNR on May 11, 2020. Plan is active through 2024.</strong></td>
<td>1</td>
</tr>
<tr>
<td>Southeast Rochester Property Development</td>
<td>Southeast Rochester Property development is currently on hold.</td>
<td>1</td>
</tr>
<tr>
<td>Wayfinding signage in Rochester &amp; Lake Orion/Trail identification and road crossing signage (Branding)/Gateway signage – Each community</td>
<td>Rochester Sign Shop has ordered materials and is waiting on PCT staff for finalized map and artwork. Map and artwork are finalized. Project on hold due to DNR spending freeze. <strong>Reimbursement for logo and signage design work and 50% deposit for sign fabrication received from DNR.</strong></td>
<td>1</td>
</tr>
<tr>
<td>Bridge 33.7 Renovation Project – work with OTPRC, MDOT, and DNR to replace bridge</td>
<td>Punch list items still need to be completed. <strong>A memo in your packet from MSG detailing their response to the Commission’s request for MSG to pay for the additional timber approach railing at the bridge.</strong></td>
<td>2</td>
</tr>
<tr>
<td>Bridge 33.7 Stairs</td>
<td>Requesting funding from Ralph C. Wilson, Jr. Foundation for project. <strong>Received cost estimate of $32,00-42,00 from MSG</strong></td>
<td>1</td>
</tr>
</tbody>
</table>
for design work, bid prep, construction &
inspection/project management.

<table>
<thead>
<tr>
<th>Planning &amp; Development Goals</th>
<th>Progress</th>
<th>Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>National Trails Day –June 6, 2020</td>
<td>Will be held in conjunction with Bridge 33.7 ribbon cutting. Will be a virtual event this year due to COVID-19.</td>
<td>2</td>
</tr>
<tr>
<td>Labor Day Bridge Walk – September 7, 2020</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>Bridge 33.7 &amp; Resurfacing Ribbon Cutting</td>
<td>Ribbon cutting will be held in conjunction with National Trails Day on June 6th. <strong>DNR has notified us that the requirement to hold a recognition ceremony is suspended. We may utilize another method of public awareness such as a press release to recognize the DNR for their funding of this project.</strong></td>
<td>1</td>
</tr>
<tr>
<td>Garlic Mustard Workday</td>
<td>Workday will be held on May 21 in conjunction with CISMA, Six Rivers Land Conservancy &amp; OTPRC. <strong>Workday has been cancelled due to the extension of the Governor’s Stay at Home order.</strong></td>
<td>2</td>
</tr>
<tr>
<td>Moutrie Pollinator Garden</td>
<td>Planting will commence in the spring.</td>
<td>1</td>
</tr>
<tr>
<td>Paint Creek Junction</td>
<td>Project slated to begin in 2020. OTPRC currently preparing to go out for bid. <strong>Schedule revised. Project expected to go out for bids in Fall/Winter 2020/2021 with construction occurring in Spring 2021.</strong></td>
<td>2</td>
</tr>
<tr>
<td>Apply to host Detroit Institute of Arts Inside I Out program on the Trail</td>
<td>2021 application due in November.</td>
<td>2</td>
</tr>
<tr>
<td>Apply for Pure Michigan Trail designation from the Michigan Department of Natural Resources</td>
<td>Application due date TBD (most likely September).</td>
<td>1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Policies</th>
<th>Progress</th>
<th>Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>Native Plant Approval Policy</td>
<td>No progress yet. Need expert assistance</td>
<td>3</td>
</tr>
<tr>
<td>Conservation Stewardship Policy</td>
<td>No progress yet. Need expert assistance</td>
<td>3</td>
</tr>
<tr>
<td>Fund Balance Policy</td>
<td>Auditor made recommendation in 2018 to keep $25,000 (3 months) worth of expenses in fund balance.</td>
<td>2</td>
</tr>
<tr>
<td>Establish Memorial Tree Donation Program</td>
<td>Will be added to April agenda for discussion. Will be added to future agenda for discussion.</td>
<td>1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Maintenance and Inspection</th>
<th>Progress</th>
<th>Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assure Restrooms are maintained (ongoing)</td>
<td>Ongoing. Clarkston/Kern restroom closed until further notice due to COVID-19 and to prevent further vandalism.</td>
<td>1</td>
</tr>
<tr>
<td>Continue vandalism prevention education (ongoing)</td>
<td>Ongoing.</td>
<td>2</td>
</tr>
<tr>
<td>Continue surface maintenance inspections and coordination of repairs (ongoing)</td>
<td>Ongoing.</td>
<td>2</td>
</tr>
<tr>
<td>Address ADA compliance issues identified in 2020-2024 PCT Recreation Master Plan</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>Project Description</td>
<td>Progress</td>
<td>Priority</td>
</tr>
<tr>
<td>---------------------------------------------------------------</td>
<td>--------------------------------------------------------------------------</td>
<td>----------</td>
</tr>
<tr>
<td>City of Rochester – Bridge 31.7 Replacement</td>
<td>City of Rochester has received bridge inspection report. Will send to PCTC once they have reviewed it. Log jam at bridge. Rochester DPW aware of situation and have set the removal of the jam as a priority when the stay at home order is lifted. <strong>Trout Unlimited contacted and willing to assist with removal of log jam.</strong></td>
<td>2</td>
</tr>
<tr>
<td>Road Crossing improvements – work with RCOC on Adams Rd. crossing</td>
<td>Ongoing. Continue working with RCOC for improvements at our crossings.</td>
<td>2</td>
</tr>
<tr>
<td>Slippery decking on Bridge 33.7</td>
<td>Safety signage ordered for bridge. Will be installed once the ground has thawed. <strong>Safety signage installed.</strong></td>
<td>1</td>
</tr>
<tr>
<td>Purchase defibrillator for bike patroller</td>
<td></td>
<td>2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Long Term Goals</th>
<th>Progress</th>
<th>Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>Polly Ann Connection</td>
<td>Construction has begun. Crews currently removing trees. Clearing is complete. <strong>Work on project resumed May 11th.</strong></td>
<td>1</td>
</tr>
<tr>
<td>Side parcel acquisition for parking and trail access</td>
<td>Will continue looking for opportunities</td>
<td>3</td>
</tr>
<tr>
<td>Acquisition of historic resources</td>
<td>Will continue looking for opportunities. Opportunity to have historic railroad booth placed on the trail. Oakland Township Historical Society will make presentation at upcoming Commission meeting.</td>
<td>3</td>
</tr>
<tr>
<td>Installation of drinking fountain, where appropriate, in each community</td>
<td>Back to the Beach Runners have donated $2,500 to the Friends of the Paint Creek Trail for a water fountain at Paint Creek Junction.</td>
<td>2</td>
</tr>
<tr>
<td>Integrate Village of Lake Orion extension more fully into Trail system</td>
<td>New kiosk sign will be placed at Village of Lake Orion trailhead near bike fix-it station.</td>
<td>1</td>
</tr>
<tr>
<td>Connections to Bald Mountain State Park</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Ensure focus on keeping the trail a “Natural Beauty Trail”.</td>
<td>Ongoing</td>
<td>1</td>
</tr>
</tbody>
</table>
### Community Foundation of Greater Rochester

**Fund Statement-Non Endowed**

**April 30 2020**  
**Paint Creek Trailways**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BEGINNING FUND BALANCE</strong></td>
<td>$77,000.58</td>
</tr>
<tr>
<td><strong>Revenue &amp; Additions</strong></td>
<td></td>
</tr>
<tr>
<td>Gifts</td>
<td>$0.00</td>
</tr>
<tr>
<td>Pledge Gifts</td>
<td>$0.00</td>
</tr>
<tr>
<td>Interfund Gifts</td>
<td>$0.00</td>
</tr>
<tr>
<td>Dividends</td>
<td>$175.81</td>
</tr>
<tr>
<td>Interest Income on Investments</td>
<td>$272.41</td>
</tr>
<tr>
<td>Realized Gains and Losses</td>
<td>$40.71</td>
</tr>
<tr>
<td>Unrealized Gains and Losses</td>
<td>($56.48)</td>
</tr>
<tr>
<td><strong>Total Revenue &amp; Additions</strong></td>
<td>$432.45</td>
</tr>
<tr>
<td><strong>Expenses &amp; Distributions</strong></td>
<td></td>
</tr>
<tr>
<td>Grants from Income</td>
<td>$0.00</td>
</tr>
<tr>
<td>Interfund Grants</td>
<td>$0.00</td>
</tr>
<tr>
<td>Admin. Fees Charged</td>
<td>$513.58</td>
</tr>
<tr>
<td>Misc. Fund Expenses</td>
<td>$0.00</td>
</tr>
<tr>
<td>Financial Fees</td>
<td>$20.43</td>
</tr>
<tr>
<td><strong>Total Expenses &amp; Distributions</strong></td>
<td>$534.01</td>
</tr>
<tr>
<td>Income Transfers</td>
<td>$0.00</td>
</tr>
<tr>
<td><strong>YTD FUND BALANCE</strong></td>
<td>$76,899.02</td>
</tr>
</tbody>
</table>