Paint Creek Trailways Commission
Meeting

Tuesday, March 15th, 2022 at 7:00 PM
Paint Creek Cider Mill, 4480 Orion Road, Rochester, MI 48306

MEETING AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Approval of Agenda
4. Public Comment
5. Consent Agenda:
   a. Minutes: Regular Meeting, February 15th, 2022
   b. Treasurers Report – February 2022
6. Approval of Invoices
7. Discussion: Friends of the Paint Creek Trail
8. Discussion: National Trails Day
9. Discussion: Fundraising
10. Manager’s Report
11. Commissioner Reports
12. Adjournment of Regular Meeting

Next Regular Meeting:
April 19, 2022 – Rochester Municipal Offices, 400 Sixth Street, Rochester, MI 48306

Enclosures:
   Agenda Summary
   February 15th, 2022 Regular Meeting Draft Minutes
   February 2022 Treasurer’s Report
   Letter from Louis Carrio, President of the Friends of the Paint Creek Trail
   Memo: National Trails Day
   Memo: Update from the Fundraising Subcommittee
   March Manager’s Report

Mission

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.
1. Call to Order
2. Pledge of Allegiance
3. Approval of Agenda
4. Public Comment
5. Consent Agenda:
   a. Minutes: Regular Meeting, February 15th, 2022
   b. Treasurers Report – February 2022
6. Approval of Invoices
7. Discussion: Friends of the Paint Creek Trail
   Summary: Discussion regarding the sustainability of the Friends of the Paint Creek Trail organization
   Desired Action: Direction
   Budget Impact: None
8. Discussion: National Trails Day
   Summary: The Commission needs to discuss the focus of the Commission’s booth at the Tour de Trail.
   Desired Action: Direction
   Budget Impact: TBD
9. Discussion: Fundraising
   Summary: The Fundraising Committee has developed several ideas on ways to raise funds for the Commission’s fund at the CFGR. The Committee would also like input from the Commission on other potential ideas to raise funds.
   Desired Action: Discussion/Direction
   Budget Impact: TBD
11. Commissioner Reports
12. Adjournment of Regular Meeting

Next Regular Meeting:
   April 19, 2022 – Rochester Municipal Offices, 400 Sixth Street, Rochester, MI 48306
REGULAR MEETING of the PAINT CREEK TRAILWAYS COMMISSION  
Paint Creek Cider Mill  
4480 Orion Road, Rochester, MI 48306

CALL TO ORDER: The Tuesday, February 15, 2022 Regular Meeting was called to order by Chairperson Steele at 7:00 p.m.

Voting Members Present: Brian Blust, Ken Elwert, Linda Gamage, Steve Sage, Donni Steele, David Walker  
Voting Alternates Present: Dave Mabry, Patrick Ross  
Non-Voting Alternates Present: David Becker, Carol Morlan, Martha Olijnyk, Chris Shepard  
Village of Lake Orion Non-Voting Member Present: None  
Voting Members Absent: Robin Buxar, Aaron Whatley  
Alternates Absent: Julia Dalrymple, Ann Peterson  
Village of Lake Orion Non-Voting Alternate Absent: Jason Peltier, Jerry Narsh  
Others Present: Melissa Ford, Trail Manager, Chris Gray, Assistant Trail Manager, Sandi Disipio, Recording Secretary

PLEDGE OF ALLEGIANCE: All rose and recited the Pledge.

The Commission welcomed Patrick Ross, Orion Township’s new alternate representative.

APPROVAL OF AGENDA:  
MOTION by Mabry, seconded by Blust, Moved, to approve the February 15, 2022 agenda as presented.  
Ayes: All  Nays: None  
MOTION CARRIED.

PUBLIC COMMENT: None

CONSENT AGENDA:  
a. Minutes – January 18, 2022 Regular Meeting, approve and file  
b. Treasurers Report – January 2022  
MOTION by Sage, seconded by Blust, Moved, to approve the Consent Agenda as presented.  
Ayes: All  Nays: None  
MOTION CARRIED.

APPROVAL OF INVOICES: Ms. Ford presented the list of invoices totaling $17,843.86. In addition to the recorder’s fee, this amount includes credit card charges for the Website domain renewal, hosting and storage, engraving for new nameplates, an updated logo wall decal, GoToMeeting fee for February, and stakes for road sign marking; and the final invoice for the balance of the Road Crossing Signs and installation. Estimated unrestricted fund balance is $93,000. Ms. Gamage asked if the final payment for the signs was the approved amount. Ms.
Ford explained we did have additional costs because we had to pay a $850 fee for the Road Commission for Oakland County permit to work in the right-of-way.

**MOTION** by Gamage, seconded by Mabry, *Moved*, that the invoices presented for payment are approved as presented in the amount of $17,843.86 and orders be drawn for payment.

Ayes: Blust, Elwert, Gamage, Mabry, Ross, Sage, Steele, Walker

Nays: None

**MOTION CARRIED.**

**UPDATE: Grant Opportunities & Trail Capital Improvement Projects:** A memo was included in the packet. Last month there were some questions about the environmental assessment, so Ms. Ford reached out for clarification. ASTI Environmental can extend the timeframe for their proposal to 120 days or longer as they know it’s grant dependent; not a problem. There was a question about potential damage when the work is being done, and ASTI indicated they use no heavy equipment, and per the person Ms. Ford talked to, have never damaged any property in the 23 years that she has worked there. ASTI will not be using subcontractors for the project. The Commission also had a discussion about the mussels in the creek. Ms. Ford talked to her contact at the DNR’s Fisheries Division, he agreed with the environmental firm and said it’s a Group 2 mussel stream so there is a chance that a state listed species could be found there and agrees a recon survey is needed for verification, but based on what he’s seen recently being in the creek, he doesn’t think they will be present or a factor, but some level of check does need to happen because it’s a listed species. He’s planning to be out in the creek later in the year and would look too. There are also tributaries going into the Paint Creek that support mussel population, so each site needs to be evaluated. Ms. Ford also spoke with Kristen Myers and Mindy Milos-Dale about the Bridge 33.7 project and whether mussels were found during the environmental assessment. Neither remembers that being an issues or any discussions about mussels specifically, but an environmental assessment should have been done as part of the project. Ms. Ford looked through staff’s files and Oakland Township looked through theirs, but a copy of the report was not found. Ms. Ford has asked Mannik Smith and they are working on it and will get a copy to her. THopefully, she will have the assessment survey by the next meeting. Ms. Ford asked if Orion Township had an issue with mussels when the Polly Ann connector bridge was built. Ms. Steele will check the assessment report to see if there were any mussel issues.

**DISCUSSION: Ad Hoc Committee Assignments:** An updated list of the Committees and vacancies reflecting those who volunteered last month or contacted Ms. Ford via email was given out tonight. If anything is incorrect, please let staff know. We do have a few vacancies left. Mr. Blust volunteered for the Trail Improvements and 40th Anniversary Celebration Committees. It was noted that Orion Township was listed for the Licensing Committee – Ms. Ford explained that Ms. Steele is the point person, but the Orion Township Commissioners will be sharing the responsibilities. Ms. Steele said she’s more available at times than one of the Parks & Rec members. Ms. Ford will contact Ms. Steele to see who the designated volunteer is when the Committee is needed. Mr. Mabry volunteered for the Recognition Committee and noted there is almost nothing in the budget for this year, but more was budgeted last year. Ms. Ford explained last year the Commission bought additional spikes, so we don’t have to purchase them this year, and there was the Bridge Ribbon Cutting Ceremony last year – that’s why more money was budgeted. The only thing we have to purchase this year is possibly refreshments because we pre-purchased the spikes and boxes. Ms. Steele offered to help but not volunteer, for the Fundraising Committee, and asked Ms. Ford to contact her for assistance. Thanks to everyone for their willingness to serve and help on these Committees.

**DISCUSSION: 2022 Goals:** Ms. Ford thanked everyone who turned in their goals, feedback and ranking. Everyone’s answers were averaged to get the ranking and added the timeframes; a
list was included in the packet. There are a lot of goals that are ongoing, but the list gives an
indication of the priorities for the year. She asked for any additional comments. Mr. Elwert
commented in the Additional Goals, the website migration should be deleted from the
Technology Plan. Mr. Becker had suggested a possible sign inventory be added as an Additional
Goal with a timeframe of one year, as we are adding signs without knowing if there is a
systematic plan as to how many we have or where they are being located. He feels we are getting
to the point where there are too many signs on the trail. Ms. Gamage explained that was a part of
what the Branding Committee was working on, and concurs there are several signs on the trail
that don’t belong there anymore. We are working to remove those as we add the new
replacement signage. She imagines the Branding Committee might be doing some of the work on
a sign inventory as the intent was to remove as many signs as possible that didn’t match the new
standard. Since staff works with the goals on a daily basis, Ms. Gamage is curious to know if
they concur with the goals as prioritized by the members. Ms. Ford agrees that most goals
categorized as priority #1 are aligned with what staff is thinking. There were a lot of #1 priority
goals last year that didn’t get accomplished as staff is only part-time, but what is prioritized for
this year is what they will be working on. She is not sure how to start on a Technology Plan, but
will work with Mr. Elwert on a replacement plan for the current technology as well as any long-
term needs or desires. As far as staff’s current computers, they are relatively new and are
coordinated through Oakland Township. She has had some issues with their email, as it’s not
hosted by the Township. Mr. Elwert offered his assistance if needed.

**MANAGER’S REPORT:** In addition to the written report, Ms. Ford stated the road crossing
signs were installed this week, and remaining kiosk and gateway signs were installed at the
beginning of the month, including the one at Paint Creek Junction. Once the old signs are
removed, this is the end of that project. Three of four payments from the member communities
have been received. Nothing has been received from the Sheriff’s Office relative to the new
patrol contract. Ms. Ford will be presenting the Moutrie Garden and the signage project at
TWLA’s next meeting at the end of this week. Staff will be working on the MNRTF final grant
report and the upcoming audit now. She reported that she, Ms. Olijnyk and Ms. Steele crafted an
email that went out to 350 mail-chip subscribers yesterday, a show your love for the trail
Valentine’s Day note, but is not sure if we received any donations as they are controlled by the
Community Foundation. It was suggested that all Commissioners be added to this email list.

**COMMISSIONER REPORTS:** Mr. Ross commented he’s happy to be part of the Commission.
Ms. Gamage indicated Rochester sent out a link of all the grants they are working on now,
including our bridge grant. Mr. Sage said Rochester is in their Master Plan review, and when a
final mock-up version is available he will share it with the members to make sure all know the
trail is part of it. He is working to set up a meeting with the DDA and Mr. Peltier to get
Rochester businesses involved with the passport for the June event. Ms. Olijnyk commented the
new signs look great. Mr. Shepard reported that Bud Clark, the head of Rochester Hills’ Sign
Shop is retiring, so the signs that can be completed will be temporarily reduced. Any sign
requests should be placed as soon as possible. Ms. Steele reported the Polly Ann Trail will have a
25th anniversary celebration in August. She indicated there is now a trolley that runs between
downtown Oxford and Orion so people can visit different restaurants.

**ADJOURNMENT OF REGULAR MEETING:**

*MOTION* by Mabry, seconded by Blust, *Moved*, to adjourn the Regular Meeting at 7:40 p.m.
Ayes: All    Nays: None

*MOTION CARRIED.*

**NEXT REGULAR MEETING:** March 15, 2022 at 7:00 p.m. – Paint Creek Cider Mill
Respectfully submitted,

MELISSA FORD, Trail Manager  DAVID BECKER, Secretary
# Paint Creek Trailways Commission
## Treasurer’s Report - Flagstar Bank
### February 2022

### Balance: 1-Feb-22

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### Revenues:

- Orion Township - 2022 Operations and Patrol Contribution $20,680.00
- Oakland Township - 2022 Operations and Patrol Contribution $28,012.00
- City of Rochester Hills - 2022 Operations and Patrol Contribution $21,039.00
- City of Rochester - 2022 Operations and Patrol Contribution $19,610.00
- Cynthia Raymond Trust - Bench Replacement $1,250.00
- Interest Income - February 2022 Interest Income $5.04
  **Total Revenues** $90,596.04

### Expenditures:

- 3577 - Chase Card Services - Credit Card Purchases $628.86
- 3578 - Rochester Sign Shop - Road Crossing Signs, Installation $16,975.00
- 3579 - Sandi DiSipio - January 2022 Recorders Fee $240.00
  **Total Expenditures** $17,843.86

### Balance: 28-Feb-22

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<td>Trail Manager</td>
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### Date:

<table>
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<tr>
<td>Trailways Commission Treasurer</td>
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<tr>
<td>Trail Manager</td>
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To: Ms. Donni Steele, Chair of the Paint Creek Trailways Commission

Subject: Friends of the Paint Creek Trail

March 5, 2022

The purpose of this memorandum is to update the Paint Creek Trailways Commission (PCTC) regarding a matter of concern relative to the Friends of the Paint Creek Trail (Friends) organization and its sustainability in its current state.

Current Structure

The 501 (c) (3) is now managed by a board elected by members of the Friends of the Paint Creek Trail, a small group interested in supporting the PCT through volunteer work. The Trail manager's office functions as the administrative headquarters for the Friends. The Friends' address, telephone number, agent, inventory storage, all records, bank account, debit card, board meeting location, and all aspects of its existence are with the PCT office. Ms. Ford and Ms. Gray provide administrative support.

Background-Friends of the PCT 501 (c) (3)

The Friends was formed and received IRS approval as a charity April 28, 2010. According to Alice Young (Trailways Commissioner in 2010) and Kristin Myers (Trail Manager in 2010) the motivation for the formation of a 501 (c) (3) was a desire to gain access to funds through grants, donations and fund raising not otherwise available to the PCTC. I am aware of only three instances where the 501(c) (3) was used to secure grants. Those were specific to the Moutrie Pollinator Garden. Most revenue for the Friends has come from cycling and other special events along with donations from individuals and various organizations.

Consistent with the Bylaws of the newly formed 501 (c) (3), directors and officers were elected. These included two commissioners from the Trailways Commission, Alice Young and Paul Miller, and Kristen Myers, Trail Manager at the time. Paul Miller, became Vice-President, and Alice Young, Treasurer. Kristen's parents also became board members and officers. Thus, the 501(c)(3) was tightly tied to the PCTC from the beginning. Currently there are no PCTC commissioners or anyone in trail management serving on the board of the Friends.

Recent Developments

The Friends have added new members over time. Most have demonstrated interest in doing volunteer work more specific to the trail and trail events than being involved in management. They have worked in the MPG and helped at other events.

At the same time, we have lost many key members. Alice Young, who retired as Treasurer, and Kristen Myers. Lois Golden was supporting the Friends website but can no longer do so due to health problems. Others have moved, developed health problems, or lost interest. Managing the 501 (c) (3) requires compliance with state and federal laws, and regulatory filings. Managing the Friends as an entity requires a significant amount of effort. Mike Jahn, Friends VP supports the Friends organization, as does Clara Pinkham, Secretary-Treasurer. Both have limited time available due to travel or work.

Organizational Responsibilities
Major elements of running the organization are shown below along with the **person(s) responsible as of January 2018:**

- Financial Management and Accounting (Board, Young)
- Website (Golden) and Friends Facebook (Post 2018: Currently Ford, Carrio)
- Advertising and Promotion (Myers and Others)
- Accepting and Acknowledging Donations (Myers and Others)
- Organizing and Supporting Trail Events (Myers and Friends Volunteers)
- Running Friends Meetings (President and Myers)
- Making State and IRS Filings Annually (Young)
- Preparing Meeting Minutes (Myers)
- Attending and Participating in PCTC Meetings (Myers)
- Accepting and Acknowledging New Members (President)
- Maintaining email and Other Communications with the Membership (President, Myers)
- Organizing Volunteers (President, Myers)
- Responding to Requests for Monetary or Volunteer Support (President, Myers)
- Accepting New Member Applications and Sending Welcome Messages (President)
- Recording and Maintaining Membership Records (Myers, President)
- Obtain and Renew Insurance Protection for Friends Board Members and Officers (Myers)
- Maintaining Merchandise Inventory (Myers, Gray)
- Receiving and Forwarding Mail and Responding to Telephone Calls (Myers, Gray)
- Applying for Event Permits (Myers, Gray)
- Applying for Grants (Myers)
- Preparing Materials for Events (Myers, Gray)
- Setting up and Supporting Meetings (Myers, Gray)

**Fund Raising & Volunteers**

The Friends organization has used monies raised from events and donations to fund a number of projects on and along the trail.

Prior works include the Moutrie Pollinator Garden, bike fix-it stations along and near the trail, water fountains, trail signage, bike racks, lids-for-kids, and contributions to trail-related events. Volunteers from the Friends have also worked in the Moutrie Pollinator Garden (MPG), Trails Day Events, Labor Day Bridge Walk and Charity Bike Events.

**Summary**

The Friends was initially formed by members of the PCTC and Trail management who were active in the management of the Friends. The infrastructure required to run the Friends organization has been diminished significantly over the past few years, and, in my opinion, the Friends is not sustainable in its current state. Managing the 501 (c)(3) and dealing with the business and legal requirements of the organization requires more discipline and resources than are currently available.
Alternatives to Consider

1. Combine Resources of the current Friends and Trailways Commission

Run the Friends organization with a board that consists of Trailways Commissioners (or alternates) appointed by the Commission and an equal number of Friends members not on the Commission. Conduct board meetings in conjunction with Commission meetings (before or after) Look for synergies between Trail management and the Friends (website for example). Take the necessary steps to ensure the sustainability of the Friends organization.

2. Dissolve the 501 (c)(3) and restructure the Friends as a network of volunteers

The need to recruit and organize volunteers is an important element but this can be done without the 501 (c)(3) and related legal and organizational responsibilities. The Friends would continue to exist without the burden of the 501 (c) (3). This would take some work but it would be important to accomplish the task before the Friends are suddenly without resources.

Action Requested

I would like to have a discussion with the PCTC, or a few selected members, to share my concerns and to pave a path forward. The PCTC and management were responsible for the formation of the Friends and should have a key role in determining its future.

To be clear, the main issue is sustainability.

Louis Carrio, President
Friends of the Paint Creek Trail
MEMO

To: Commissioners, Alternates & Staff
From: Melissa Ford, Trail Manager
Subject: National Trails Day
Date: March 7, 2022

National Trails Day is scheduled for Saturday, June 4th this year. As you are aware, the Tour de Trail and Expo is being hosted on that day by the Friends of the Paint Creek Trail. The Commission plans to have a booth at the event but staff would like guidance on what the focus of the booth will be – trail safety education, fundraising, children’s activity, etc.? In the past, the Commission has sought out sponsors for Nationals Trails Day but as we are part of a larger effort this year, that may not be appropriate or needed.
MEMO

To: Commissioners, Alternates & Staff
From: Fundraising Committee (Martha Olijnyk & Chris Shepard) and Melissa Ford, Trail Manager
Subject: Fundraising
Date: March 7, 2022

The Fundraising Committee met on March 4th to discuss ideas to raise funds for the Commission’s fund at the Community Foundation of Greater Rochester (CFGR).

The Committee’s first action, the Valentine’s Day email campaign, only resulted in one donation of $20 from a member of the Commission. The Committee will continue to explore other ideas on how to utilize email, social media, and the website to solicit donations. One actionable item that came out of the meeting was the decision to add a “Donate Now” button on the website homepage in addition to its current location on the “Support” drop-down menu. Trail staff will also create a QR code linked to the donation page that can be used for signage at events as well as in printed materials, like the Oakland Township Parks & Recreation newsletter which includes a trail update in each issue.

Additionally, trail staff will reach out to CFGR to see if it is possible to have a recurring donation option for trail supporters who would may wish to make an automated donation each month to support the Trail.

The Committee also discussed ways to encourage people to donate by including photos of the trail projects and maintenance that the funds will be used for, such as future resurfacing, trail maintenance, invasive species control, the Bridge 31.7 project, etc. Also discussed was emphasizing the idea of “preserving/maintaining your green space”.

Several different ideas for events to raise funds were also discussed:
- An Amazing Race-style Easter Egg Hunt on the trail using a game app similar to what the trail did for last year’s National Trails Day with the GooseChase app. The Committee is exploring the cost of using the app.
- Dine to Donate at a local restaurant. On a select day, trail supporters would be encouraged to dine in or order carry out at a local restaurant with a portion of the sales going to the Commission.
• An auction with opportunities to bid on experiential items such as a walk on the Trail with a native plant expert, a tour of the Moutrie Pollinator Garden with a master gardener or pollinator expert, etc.

• A 50/50 raffle at the Tour de Trail. Trail staff need to look into the state’s gaming rules about holding this type of raffle at the event.

For the meeting, the Committee would like to brainstorm with the rest of the Commission about other ideas that they might have to raise funds. Please take some time before the meeting to think about other ideas that you might have or other fundraising activities that you have donated to, participated in, or heard about.
MEMO

To: Commissioners, Alternates and Staff

From: Melissa Ford, Trail Manager

Subject: March Manager’s Report

Date: March 7, 2022

Advisory Committee Reports
Staff are working with the member communities’ maintenance and parks crews to remove the old road crossing signs. About half of them have been removed at this time.

Complaints/Vandalism
I am unaware of any complaints or vandalism Trail 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 2022 Operations and Patrol have been received.
• January license fee invoices to various utilities will be sent out following review of grants by the Trail Manager for compliance with the conversion process and an update to the license agreements by the Trail’s attorney.

Follow Up

• Oakland County Sheriff’s Mounted Patrol: The Sheriff’s Department is still working to finalize the new contract rates with Oakland County Parks and Rec. Once that is completed, they will be able to proceed with the Trail’s contract.
• Grant Opportunities & Capital Improvement Projects: For Bridge 33.7, Mannik Smith indicated that a mussel survey was not required by the MDEQ/EGLE as part of the permit application process for this project. Meaning either there is not a known endangered mussel or the DEQ/EGLE determined based on the project’s work scope that the project would not affect them. Additionally, Chairperson Steele looked into the Polly Ann Trail connector bridge project and found that there was no mussel survey requirement for that project.
• Bridge 33.7/MNRTF grant: Trail staff are working to complete the final report paperwork for this project. Once it is approved, the Commission will receive the final reimbursement of $30,000.
• Audit: Trail staff have prepared all materials for the 2021 audit and will be sending them to the auditor shortly.
• **Audio Sign:** In-house design work for the audio sign panel at the Wet Prairie site in Oakland Township has been completed. Trail staff have submitted it to OTPR stewardship staff for review and fact-checking. Once approved, the file will be sent to the fabricator for printing.

**Future Agenda Items**

♦ Trail safety and maintenance standards
♦ Oakland Township Historical Society Railroad Signal Booth
♦ Recognition of Eagle Scouts for projects on the Trail
♦ Creating digital archive of PCTC records
♦ Review of Encroachment Policy

**Promotion of the Trail**

• Our Facebook page has 8,379 followers, an increase of 284 since last month.
• Our Twitter account has 822 followers, an increase of 1 since last month.
• Our Instagram Account has 1,673 followers, an increase of 32 since last month.
• Our E-Newsletter has 369 subscribers.
• I’ve posted information and photos on social media.

**Paint Creek Trail Website Analytics**

In the last month, we had 500 visitors, with 1,037 page views. The top 10 visited pages:

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<tr>
<td>Agendas, Minutes &amp; Packets</td>
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<tr>
<td>FAQs</td>
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<td>Donate</td>
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<td>Mileage</td>
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<td>Location</td>
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<td>Trail History</td>
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<td>Staff</td>
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In February, we had 484 visitors, with 920 page views. The top 10 visited pages:

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## 2022 Temporary Permit Approvals

Charter Township Orion/Orion Veterans Memorial Day Run/Walk, May 30, 2022

### Commission Ad-Hoc Committee Assignments

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<th>Members</th>
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<td>Gamage, Mabry, Sage, Steele</td>
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<tr>
<td>Personnel Ad Hoc committee</td>
<td>Becker, Olijnyk, Steele, Walker</td>
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<tr>
<td>Orion Art Project committee</td>
<td>Becker, Peltier</td>
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<tr>
<td>SE Rochester Property Ad Hoc committee</td>
<td>Becker, Elwert, Gamage, Sage</td>
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<tr>
<td>Labor Day Bridge Walk (Sept 6) Ad Hoc committee</td>
<td>Buxar, Dalrymple, Elwert, Olijnyk, Walker</td>
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<tr>
<td>Trail Branding &amp; Signage Ad Hoc committee</td>
<td>Gamage, Ford, Olijnyk, Sage</td>
</tr>
<tr>
<td>Trail Improvements &amp; Resurfacing Ad Hoc committee</td>
<td>Becker, Blust, Sage, Walker</td>
</tr>
<tr>
<td>Licensing Ad-Hoc committee</td>
<td>Buxar, Gamage, Walker, Orion Township</td>
</tr>
<tr>
<td>Fundraising Ad-Hoc Committee</td>
<td>Olijnyk, Shepard, Steele (Alternate)</td>
</tr>
<tr>
<td>Paint Creek Trail 40th Anniversary Celebration Committee</td>
<td>Blust, Mabry, Peltier, Whatley/Ross</td>
</tr>
</tbody>
</table>

### 2022 Goals

<table>
<thead>
<tr>
<th>Administrative</th>
<th>Progress</th>
<th>2022 Priority</th>
<th>Timeframe</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continue coordinating assistance with Friends of the Paint Creek Trail</td>
<td>The Tour de Trail and Expo will be held June 4, 2022 in Lake Orion. A letter from the President of the Friends of the Paint Creek Trail is included in your packet for your review and feedback.</td>
<td>1</td>
<td>OG</td>
</tr>
<tr>
<td>(ongoing)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Continue Trail etiquette education (ongoing)</td>
<td>Ongoing. Signage will be placed on the trail and in the kiosks in the next few days to raise awareness about freeze/thaw season etiquette. Posts will also be made on social media about this topic.</td>
<td>2</td>
<td>OG</td>
</tr>
<tr>
<td>Continue coordination and participation with Oakland County Trail, Water &amp;</td>
<td>Trail manager Ford will be one of the presenters at TWLA’s next meeting on Friday, February 18th. She will discuss the Moutrie Garden and the trail signage project. Ford presented at the February TWLA meeting.</td>
<td>2</td>
<td>OG</td>
</tr>
<tr>
<td>Land Alliance (TWLA)</td>
<td></td>
<td></td>
<td></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>
<td>OG</td>
</tr>
<tr>
<td>Adopt –A-Trail program</td>
<td>Our trail cleanup days this year will be April 23 or 24 and October 22 or 23.</td>
<td>2</td>
<td>OG</td>
</tr>
<tr>
<td>Develop a volunteer program to recruit, train to help in the office special</td>
<td>TBD</td>
<td>2</td>
<td>OG</td>
</tr>
<tr>
<td>projects and special events</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Make presentation at member community City Councils and Township Boards</td>
<td>TBD</td>
<td>2</td>
<td>OG</td>
</tr>
<tr>
<td>Master Plan</td>
<td>Progress</td>
<td>2022 Priority</td>
<td>Timeframe</td>
</tr>
<tr>
<td>-------------</td>
<td>----------</td>
<td>---------------</td>
<td>-----------</td>
</tr>
<tr>
<td>Southeast Rochester Property Development</td>
<td>Southeast Rochester Property development is currently on hold.</td>
<td>3</td>
<td>LT</td>
</tr>
<tr>
<td>Wayfinding signage in Rochester &amp; Lake Orion/Trail identification and road crossing signage (Branding)/Gateway signage – Each community</td>
<td>The remaining kiosk and gateway signs were installed February 1st. Road crossing signs were installed the week of February 9th. Staff are working with the member communities’ maintenance and parks crews to remove the old road crossing signs. About half of the old signs have been removed at this time.</td>
<td>1</td>
<td>1 yr</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Planning &amp; Development Goals</th>
<th>Progress</th>
<th>2022 Priority</th>
<th>Timeframe</th>
</tr>
</thead>
<tbody>
<tr>
<td>National Trails Day – June 4, 2022</td>
<td>The Tour de Trail and Expo will be held June 4, 2022 in Lake Orion. Event Permit Application has been submitted to the Village for approval. The Commission needs to discuss what the focus of its booth at the event will be.</td>
<td>1</td>
<td>OG</td>
</tr>
<tr>
<td>Labor Day Bridge Walk – September 5, 2022</td>
<td>TBD</td>
<td>1</td>
<td>OG</td>
</tr>
<tr>
<td>Garlic Mustard Workday</td>
<td>TBD</td>
<td>3</td>
<td>OG</td>
</tr>
<tr>
<td>Paint Creek Junction</td>
<td>Kiosk installed at PCJ in early February. Construction on hold until spring.</td>
<td>1</td>
<td>1 yr</td>
</tr>
<tr>
<td>Apply for Pure Michigan Trail designation from the Michigan Department of Natural Resources</td>
<td>Application due November 1.</td>
<td>1</td>
<td>1 yr</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Policies</th>
<th>Progress</th>
<th>2022 Priority</th>
<th>Timeframe</th>
</tr>
</thead>
<tbody>
<tr>
<td>Native Plant Approval Policy</td>
<td>No progress yet. Need expert assistance</td>
<td>3</td>
<td>LT</td>
</tr>
<tr>
<td>Conservation Stewardship Policy</td>
<td>No progress yet. Need expert assistance</td>
<td>3</td>
<td>LT</td>
</tr>
<tr>
<td>Establish Memorial Tree Donation Program</td>
<td>Will be added to future agenda for discussion.</td>
<td>2</td>
<td>LT</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Maintenance and Inspection</th>
<th>Progress</th>
<th>2022 Priority</th>
<th>Timeframe</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assure Restrooms are maintained (ongoing)</td>
<td>Ongoing.</td>
<td>1</td>
<td>OG</td>
</tr>
<tr>
<td>Continue vandalism prevention education (ongoing)</td>
<td>Ongoing.</td>
<td>2</td>
<td>OG</td>
</tr>
<tr>
<td>Continue surface maintenance inspections and coordination of repairs (ongoing)</td>
<td>Ongoing.</td>
<td>2</td>
<td>OG</td>
</tr>
</tbody>
</table>
### Address ADA compliance issues identified in 2020-2024 PCT Recreation Master Plan

<table>
<thead>
<tr>
<th>Trail Safety</th>
<th>Progress</th>
<th>2022 Priority</th>
<th>Timeframe</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Rochester – Bridge 31.7 Replacement</td>
<td>Award notification for both the Community Foundation for Southeast Michigan grant and Oakland County Parks and Recreation Trailways grant program is in April 2022.</td>
<td>1</td>
<td>2-3 yr</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>
<td>OG</td>
</tr>
</tbody>
</table>

### Trail Safety Progress

<table>
<thead>
<tr>
<th>Long Term Goals</th>
<th>Progress</th>
<th>2022 Priority</th>
<th>Timeframe</th>
</tr>
</thead>
<tbody>
<tr>
<td>Side parcel acquisition for parking and trail access</td>
<td>Will continue looking for opportunities.</td>
<td>3</td>
<td>OG</td>
</tr>
<tr>
<td>Acquisition of historic resources</td>
<td>Will continue looking for opportunities.</td>
<td>3</td>
<td>OG</td>
</tr>
<tr>
<td>Installation of drinking fountain, where appropriate, in each community</td>
<td>Rochester Hills will replace the malfunctioning drinking fountain at Tienken at date TBD.</td>
<td>2</td>
<td>LT</td>
</tr>
<tr>
<td>Integrate Village of Lake Orion extension more fully into Trail system</td>
<td>Ongoing.</td>
<td>2</td>
<td>OG</td>
</tr>
<tr>
<td>Connections to Bald Mountain State Park</td>
<td>Engineering study completed.</td>
<td>1</td>
<td>LT</td>
</tr>
<tr>
<td>Ensure focus on keeping the trail a “Natural Beauty Trail”.</td>
<td>Ongoing</td>
<td>1</td>
<td>OG</td>
</tr>
</tbody>
</table>

### Additional Goals

<table>
<thead>
<tr>
<th>Additional Goals</th>
<th>Progress</th>
<th>2022 Priority</th>
<th>Timeframe</th>
</tr>
</thead>
<tbody>
<tr>
<td>User survey of trail use</td>
<td>TBD</td>
<td>1</td>
<td>1 yr</td>
</tr>
<tr>
<td>Technology Plan and improvements</td>
<td>TBD</td>
<td>1</td>
<td>1 yr</td>
</tr>
<tr>
<td>Review and ranking of all trail bridges by engineer</td>
<td>TBD</td>
<td>1</td>
<td>1 yr</td>
</tr>
<tr>
<td>Sign Inventory</td>
<td>TBD</td>
<td>1</td>
<td>1 yr</td>
</tr>
</tbody>
</table>