



4393 Collins Road  
Rochester, MI 48306  
(248) 651-9260  
Paintcreektrail.org

# Paint Creek Trailways Commission Meeting

Tuesday, August 15<sup>th</sup>, 2023 at 7:00 PM  
City of Rochester Municipal Offices, 400 Sixth Street, Rochester, MI 48307

## MEETING AGENDA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Agenda**
4. **Public Comment**
5. **Consent Agenda:**
  - a. Minutes: July 18<sup>th</sup>, 2023
  - b. Treasurers Report – July 2023
6. **Approval of Invoices**
7. **Memo/Update:** SEMCOG Grant Approval for Bridge 31.7
8. **Memo:** Quotes for the Perpetual Plaque & PCT Junction Park Sign Replacement
9. **Update:** License Agreements
10. **Update:** Labor Day Bridge Walk – September 4, 2023
11. **Memo:** FOIA Request
12. **Update:** Administrative Assistant Position
13. **Manager's Report**
14. **Commissioner Reports**
15. **Adjournment of Regular Meeting**

## **Next Regular Meeting:**

September 19<sup>th</sup>, 2023 – City of Rochester Municipal Offices, 400 Sixth Street, Rochester, MI 48307

## **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.*

Enclosures: Agenda Summary  
July 18<sup>th</sup>, 2023 Draft Minutes  
July 2023 Treasurer's Report  
Memo: SEMCOG Grant Approval  
SEMCOG Grant Approval Email  
Memo: Quotes for the Perpetual Plaque & PCT Junction Park Sign Replacement  
PCT Junction Park Sign Replacement Quote  
Labor Day Bridge Walk Sponsorship Spreadsheet  
Labor Day Bridge Walk and Run Theme Costs  
Memo: FOIA Request  
August Manager's Report  
2023 Paint Creek Trailways Commission Operations Budget – Amended March 21, 2023  
July 31, 2023 – Trail Inspection 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.*

## **Agenda Summary**

### **August 15, 2023**

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Agenda**
4. **Public Comment**
5. **Consent Agenda:**
  - a. Minutes: July 18<sup>th</sup>, 2023
  - b. Treasurers Report – July 2023
6. **Approval of Invoices**
7. **Memo/Update:** SEMCOG Grant Approval for Bridge 31.7  
**Summary:** Trail Manager Correll has provided a memo in your packet  
**Desired Action:** None  
**Budget Impact:** \$721,210.42 (Grant Funding)
8. **Memo:** Quotes for “Living” Wall Name Plaque & PCT JXN Sign replacement  
**Summary:** Administrative Assistant Grupido has provided a memo in your packet.  
**Desired Action:** None  
**Budget Impact:** ~\$250-\$400 Expense Living Wall, \$750 Expense PCT JXN Sign
9. **Update:** License Agreements  
**Summary:** Trail Manager Correll will provide an update on the attorney work on updated license agreements and negotiations.  
**Desired Action:** Discussion  
**Budget Impact:** TBD
10. **Update:** Labor Day Bridge Walk – September 4, 2023  
**Summary:** Trail Manager Correll will provide an update on the 2023 Labor Day Bridge Walk Event.  
**Desired Action:** None  
**Budget Impact:** ~\$2,000.00-\$3,000.00 (Fundraising Revenue)
11. **Memo:** FOIA Request  
**Summary:** Trail Manager Correll has provided a memo in your packet.  
**Desired Action:** None  
**Budget Impact:** TBD
12. **Update:** Administrative Assistant Position  
**Summary:** Administrative Assistant Grupido will provide the commission with an update on her position with the PCTC.  
**Desired Action:** Discussion  
**Budget Impact:** TBD
13. **Manager’s Report:** Included in your packet
14. **Commissioner Reports**
15. **Adjournment of Regular Meeting**

#### **Next Regular Meeting:**

September 19<sup>th</sup>, 2023 – City of Rochester Municipal Offices, 400 Sixth Street, Rochester, MI 48307

PAINT CREEK TRAILWAYS COMMISSION

\*\*\*DRAFT\*\*\*

July 18, 2023

---



4393 Collins Road  
Rochester, MI 48306  
(248) 651-9260  
Paintcreektrail.org

**REGULAR MEETING of the PAINT CREEK TRAILWAYS COMMISSION**

**Paint Creek Cider Mill  
400 Sixth st, Rochester, MI 48307**

The July 18, 2023, regular meeting of the Paint Creek Trailways Commission was called to order at 7:00 p.m. in the main conference room of the City of Rochester Municipal Offices.

Voting Members Present: Ken Elwert, Patrick Ross, Steve Sage, David Walker

Voting Alternates Present: David Becker, Dave Mabry, Martha Olijnyk

Non-Voting Alternates Present: None

Voting Members Absent: Brian Blust, Robin Buxar, Julia Dalrymple, Linda Gamage

Alternates Absent: Russell George, Carol Morlan, Ann Peterson, Matt Pfeiffer, Aaron Whatley

Village Non-Voting Members Absent: Jason Peltier

Village Non-Voting Alternate Absent: Jerry Narsh

Others Present: Tom Correll, Trail Manager; Eryn Grupido, Administrative Assistant; Clara Pinkham, Friends of the Paint Creek Trail; Ingrid Kliffel, Recording Secretary

A quorum was present.

**PLEDGE OF ALLEGIANCE**

Chairperson Olijnyk led the Commissioners, staff and those present in the Pledge of Allegiance to the flag of the United States of America.

**AMENDMENTS TO AND APPROVAL OF AGENDA**

MOVED BY ELWERT, SECONDED TO WALKER, to approve this evening's agenda as presented.

MOTION CARRIED.

**GENERAL PUBLIC COMMENT**

There was no one present who wished to comment on an item not already on this evening's agenda.

## PAINT CREEK TRAILWAYS COMMISSION

\*\*\*DRAFT\*\*\*

July 18, 2023

---

Trail Manager Correll shared with the Commission the email he received this afternoon from Steven Kay. Mr. Kay is upset that one-wheel personal electric vehicles are not permitted on the Paint Creek Trail. His email indicates that today he was involved in a hit and run accident while he was operating his one-wheel on Orion Road.

### **CONSENT AGENDA**

This evening's Consent Agenda consists of the following: (a) minutes of the June 20, 2023, meeting of the Paint Creek Trailways Commission, and (b) Treasurer's Report for June 2023.

MOVED BY BECKER, SECONDED BY MABRY, to approve the Consent Agenda as presented, specifically to approve and file the minutes of the June 20, 2023, meeting of the Paint Creek Trailways Commission, and to receive and file the Treasurer's Report for June 2023.

MOTION CARRIED.

### **APPROVAL OF INVOICES**

The Commissioners reviewed the list of invoices dated July 18, 2023.

MOVED BY BECKER, SECONDED BY SAGE, to approve payment of the invoices as presented in the amount of \$4,312.86.

AYES: Olijnyk, Becker, Elwert, Mabry, Ross, Sage, Walker

NAYS: None

MOTION CARRIED.

### **RAILS-TO-TRAILS CONSERVANCY: 2023 TRAIL GRANTS PROGRAM**

Trail Manager Correll stated that on July 7<sup>th</sup>, our Michigan Department of Natural Resources grant coordinator, Merrie Carlock, informed him of a potential new grant opportunity. The Rails-to-Trails Conservancy ("RTC") is offering grant awards through their Trail Grants Program. This program is open to non-profit organizations as well as state, regional, local and tribal agencies working to support, develop and activate local and regional trail networks. The 2023 Trail Grant awards will prioritize projects and programs that help to achieve the RTC's vision for equitable trail networks as essential community infrastructure.

Manager Correll noted that the RTC website indicates that in 2023 they will award approximately \$200,000 in total grants. In order that they can support a wide variety of projects and programs, the website further indicates that grant amounts will range between \$5,000 and \$25,000. Grant applications are due on July 31<sup>st</sup>.

Commissioner Becker asked what "equitable trail networks" are. Commissioner Elwert shared some insight. The grant worksheet also indicates that they "...are planning to support

July 18, 2023

---

a broad spectrum of funding need categories that may otherwise be challenging to fund...” and they “...strongly encourage organizations that represent or serve low-income, or communities of color to apply.”

The Commissioners discussed that the Paint Creek Trailway is part of the Iron Belle trail system, and also offers connectivity to other trails and recreational opportunities such as Bald Mountain State Park. The Commissioners agreed that the project we should specify for purposes of this grant is bridge improvements. Chairperson Oljnyk wondered if there is any recent survey data that could be incorporated into our application.

The Commissioners directed Trail Manager Correll to complete the grant application, which does not appear to be very complex, as discussed this evening, but that he should not spend too much time on it. They were not sure whether or not our project and, more specifically our communities, would be a good fit for this grant.

### **LABOR DAY BRIDGE WALK**

Trail Manager Correll presented a proposed Sponsorship Form for the Labor Day Bridge Walk, which will take place on September 4<sup>th</sup>. He asked that Commissioners use this form when soliciting sponsors.

Mr. Correll hopes to call a meeting within the next week to start planning the logistics of the Labor Day Bridge Walk.

Commissioner Walker recalled that we have had sponsors in previous years that provided certain goods or services. Trail Manager Correll said he has a list of these sponsors and will contact them.

Commissioner Sage said he will send a request for sponsorship to the City of Rochester Downtown Development Authority for consideration at their next meeting.

Clara Pinkham of the Friends of the Paint Creek Trail was present and indicated that this organization will once again support this event.

Commissioner Elwert stated that Spalding DeDecker has indicated that they will again be a sponsor at the Presenting Sponsor (\$500) level.

### **40<sup>th</sup> Anniversary Sponsorship Form**

Trail Manager Correll said he will share the 40<sup>th</sup> Anniversary proposed sponsorship form with the Commissioners for their review. Commissioner Walker made some minor changes to the draft document. Mr. Correll will forward the revised sponsorship for to the Commissioners and they can then start soliciting sponsors for this event.

### **TRAIL IMPROVEMENT SUBCOMMITTEE**

## PAINT CREEK TRAILWAYS COMMISSION

\*\*\*DRAFT\*\*\*

July 18, 2023

---

Administrative Assistant Grupido reviewed her memorandum of July 12<sup>th</sup>. The Trail Improvement Committee met with Trailway staff to discuss the Potential Trail Amenities Report and next steps. The Committee is first proposing that we review our policy regarding memorial bench donations with a view to possibly amend it to align with what other parks and trails organizations require for a donation. Ms. Grupido said other parks and trails entities request up to a \$5,000 donation to cover the cost of the purchase of a memorial bench, installation, and ongoing maintenance of the bench. The Committee is also proposing that in August, Trailways staff conduct a user survey to determine if people would like to see other amenities such as picnic tables or bicycle racks. Third, the Committee is proposing that we identify locations along the Trail for memorial paver pathways, with the goal of limiting the number of pathways; these pathways should be placed in areas that will not be subject to erosion. Finally, the Committee is proposing that we research other Bike-Fix-It options that require less maintenance than the one that we currently have.

Commissioner Becker recalled that the Trail Improvement Committee had discussed memorial paver pathways in the past, and at that time the consensus had been that we should not install pavers on the Trail itself, but rather that they could be installed in areas that lead to the Trail.

The Commissioners discussed the bench donation program that we currently have in place. We already have 37 benches, there are between two and four bench locations remaining, and we have 24 individuals on the bench donation wait list. Our policy currently requires a minimum of a \$1,000 donation for a bench. Commissioner Elwert said he feels we need to modify our policy as soon as possible to slow the increasing wait list for memorial benches. He suggested that we could require \$2,500 for a memorial bench (he thought \$5,000 was too much), and also suggested that we could propose that people make donations for other Trail amenities such as a picnic bench or a brick paver. The Commissioners questioned how to handle people who are currently on the wait list. The Trailways Commission will need to discuss this matter further at a future meeting.

Commissioner Elwert asked if it would be an option to install memorial pavers in the Moutrie Pollinator Garden. He added that it is important that the pavers are installed correctly so that they do not move when the ground freezes and thaws. Commissioner Ross agreed with Commissioner Elwert about placement of the pavers, and added that when he is approached in his community, he encourages people to contribute to plant a tree and then place a memorial brick by the tree.

Commissioner Ross asked what the expected duty cycle of a bench is. Commissioner Walker responded that we have typically viewed the donation as supporting a bench for a 10 year period, and then the donor has the option to either renewing the donation or letting the commitment to that bench lapse, at which point it would become available to someone else. Administrative Assistant Grupido said she reviewed the policy, finds it unclear, and suggested that the Commission revisit it. She added that the benches that we use are constructed from composite material ("plastic wood"), so they typically last longer than 10 years.

July 18, 2023

---

In preparation for such a discussion, Commissioner Becker asked that staff prepare a list of the benches we currently have, the date when each bench was installed, and the material that each bench is made of. He also asked that staff provide a copy of any donation agreement signed. Ms. Grupido responded that she can provide the list of benches, but does not have copies of donation agreements. She added that staff has been trying to learn who the donors are of certain benches. They have placed signs on those benches asking people to call the office with information; we have received two calls so far.

The Trail Improvement Committee will meet in two weeks to discuss this matter further.

### **“LIVING WALL”/PERPETUAL PLAQUE QUOTE**

Administrative Assistant Grupido reviewed her memorandum of June 28<sup>th</sup>. She contacted PGI Awards, the business that did the engraving on the original plaque. They provided a quote to match the 14 x 20 inch perpetual plaque, with the new logo and engraving on the header plate.

Chairperson Olijnyk asked that Ms. Grupido obtain quotes from two more vendors for comparison.

### **2022 AUDIT REPORT**

Chairperson Olijnyk acknowledged that the audit report will be filed late this year. We received a reminder notice from the State of Michigan that we have until the end of the month to file the report without penalty, which is possible if the Commission approves the audit report this evening.

Commissioner Elwert looked at page 14 of the report under “Net Position Flow Assumption” where it references “restricted” and “unrestricted” funds and wondered what this means. Trail Manager Correll will ask the auditor for a clarification on this.

Commissioner Becker also pointed to page 14 under “Fund Balance Flow Assumption,” second paragraph, where the report references the Commission’s ability to adopt ordinances. In fact, the Commission does not have this authority and the report needs to be corrected in this regard.

Commissioner Becker continued that he is accustomed to seeing audit reports include a letter from the auditor that shares their professional assessment of the financial state of the entity under scrutiny, that best practices are being followed, that the records are free from material misstatements, etc. Trail Manager Correll said he did receive a lengthy “2022 Management Representation Letter” but did not include it in the agenda packet. He agreed to forward this to the Commissioners.

Commissioner Mabry noted that the report references approximately \$453,000 in “capital assets not being depreciated” (page 16 of the report). Trail Manager Correll explained that



## PAINT CREEK TRAILWAYS COMMISSION

\*\*\*DRAFT\*\*\*

July 18, 2023

---

the auditor has a chart listing the assets and their depreciation over time. Chairperson Olijnyk asked that the Commissioners be provided with a copy of this chart.

The Commissioners discussed that next year we need to have the audit report prepared sooner so that the Commission has adequate time to review it.

MOVED BY ELWERT, SECONDED BY MABRY, to approve and submit the 2022 Paint Creek Trailways Commission Audit Report as presented, with the condition that the references to “ordinance” on page 14 of the report be removed and corrected as appropriate.

AYES: Olijnyk, Becker, Elwert, Mabry, Ross, Sage, Walker

NAYS: None

MOTION CARRIED.

### **HIDDEN OAK LANE PROPERTY**

Chairperson Olijnyk reported that she spoke with Ken Andrews. Mr. Andrews owns land adjacent to the Paint Creek Trail and has expressed an interest in donating land to maintain a connection between the homes in this area and the Trail. He indicated that he will prepare a proposal for the Commission’s consideration in the near future, and that he is in the process of looking into engineering firms. The Commissioners will also be invited to visit the site.

Commissioner Elwert commented that he would prefer that we do not use Mr. Andrews’ engineering, environmental, etc. consultants. Commissioner Walker shared some history that the Trailways Commission has had with Mr. Andrews.

The Commission will wait to hear from Mr. Andrews.

### **BALD MOUNTAIN CONNECTOR PROJECT**

Trail Manager Correll reported that he will meet with Steve Sutton of Nowak & Fraus Engineers, who is heading up this project for the MDNR. At this point, there is no timeline set for the project, but the tentative plan is that work will begin in spring 2024.

Mr. Correll recalled that when the Paint Creek Trailways Commissioners visited the site, Commissioners expressed concerns that the space is tight for bike riders as they come off the bridge. The MDNR decided to add bollards in this area, and they will cover the costs of this addition to the plan.

### **MANAGER’S REPORTS**

Trail Manager Correll reviewed his report of July 11<sup>th</sup>.

### **Advisory Committee Reports**

The Trail Improvement Committee met to discuss the trail amenities document and prioritize and categorize projects. They also had a lengthy discussion regarding memorial benches.

### **Complaints, Vandalism, Feedback**

The office received a complaint from a Trail user who said an electric unicycle almost hit her husband while they were walking on the Trail. The incident occurred near King's Cove Condominium Association, just north of Tienken Road, on Wednesday, June 21<sup>st</sup> at approximately 7:30 a.m. The complainant stated that the unicycle passed very quickly with no bell or warning. Trail Manager Correll said he is continuing to look at ways to educate about trail etiquette.

### **Repairs and Maintenance**

The water fountain located just north of Tienken Road is pooling water at the base. Rochester Hills will perform the repair work and will notify the Trail Manager when the work has been completed.

Oakland Township is looking into repairs to the boardwalk that access the creek just south of Flagstar Bank, between Gunn Road and Silver Bell Road.

### **Medical Emergencies, Police, Fire Calls on Trail**

As indicated earlier this evening under "General Public Comment," the only incident that Trail Manager Correll is aware of did not occur on the Trail.

### **Events, Projects**

Vanguard Trout Unlimited has been conducting research on trout habitat in the Paint Creek. They will be working there this week and next.

### **Follow Up – Navigation Sign at Paint Creek Junction Park**

Administrative Assistant Grupido is obtaining a quote for a navigation sign to be installed at Paint Creek Junction Park, the new trailhead at the north of Oakland Township. She will present the quote at the August meeting.

### **Future Agenda Items**

Website: Trail Manager Correll said he continues to work on updating the website. The Friends of the Paint Creek Trail will incorporate their website into ours.

### **Other Matters**

## PAINT CREEK TRAILWAYS COMMISSION

\*\*\*DRAFT\*\*\*

July 18, 2023

---

Disturbed Surfacing in Oakland Township: Commissioner Gamage had noted that there was an area where the Trail surfacing was disturbed and soft. Trail Manager Correll looked into this and learned that Oakland Township Parks and Recreation maintenance personnel had been using new equipment to grade, and the settings needed to be adjusted. They have since regraded and fixed this area.

License Agreements: Commissioner Walker recalled that the Commission had discussed license agreements at the last meeting and passed a motion authorizing the Trailways Commission's attorney to proceed with updating the license agreements. He inquired if there is an update from the attorney. Trail Manager Correll said he has not received a status report but he will follow up on this matter.

### Unicycles Versus E-Bicycles on Trail

Commissioner Mabry asked if electric unicycles are permitted on the Trail. He was told that at this time the State of Michigan requires that we allow e-bicycles to use the Trail, which we do. However, we do not currently allow electric unicycles.

## **COMMISSIONER ROSS'S REPORTS**

### **Golden Gate Bridge**

Commissioner Ross reported that there have been problems with loitering, camping and parking under the "Golden Gate Bridge." Orion Township recently put up "No Parking" signs, and they will be installing "No Loitering" signs soon. If residents or Trail users have any concerns, they should contact the Oakland County Sheriff's Department.

### **Orion Parks Master Plan Update**

Orion Township will be reviewing and updating their parks and recreation master plan. They will be sending out a survey, which will include questions about the Paint Creek Trail. Commissioner Ross invited the other commissioners to share any input regarding the master plan update.

### **Resignation**

Commissioner Ross stated that he has submitted his resignation from his position on the Paint Creek Trailways Commission. He will be moving out of state, and his last meeting will be in August. The Commissioners wished him well and thanked him for his service. Orion Township will designate a replacement representative to fill this position.

## **COMMISSIONER WALKER'S REPORT**

### **Vanguard Trout Unlimited**

## PAINT CREEK TRAILWAYS COMMISSION

\*\*\*DRAFT\*\*\*

July 18, 2023

---

Commissioner Walker said that Vanguard Trout Unlimited has been doing some great work this week. They cleared three major log jams between Tienken Road and Dutton Road, and are reshaping this stretch of the Paint Creek to provide a better habitat for the trout. The Commissioners agreed that they are thankful to Trout Unlimited for this work.

### **COMMISSIONER ELWERT'S REPORTS**

#### **40<sup>th</sup> Anniversary Event**

Commissioner Elwert recalled that the Commission had discussed the possibility of updating the video of the 30<sup>th</sup> Anniversary for the upcoming 40<sup>th</sup> Anniversary. The City of Rochester Hills may have interns who could help with this project.

#### **Addition of Trail Manager Correll to Trail Visitation User Account**

Commissioner Elwert suggested that we add Trail Manager Correll to this account.

#### **Dutton Road Bridge Closure**

The Trailway will be closed at Dutton Road while work is done on the bridge. The closure will start on July 24<sup>th</sup> and run through October.

### **CHAIRPERSON OLIJNYK'S REPORT**

#### **Thank You to Commissioner Ross for Service**

Chairperson Olijnyk thanked Commissioner Ross for his service to the Paint Creek Trailways Commission.

### **CLOSED SESSION**

MOVED BY OLIJNYK, SECONDED BY MABRY, to enter into a closed session at 8:28 p.m. for the purpose of considering privileged attorney-client written legal opinions and correspondence dated June 19, 2023, and June 26, 2023, pursuant to subsection 8(1)(h) of the Michigan Open Meetings Act, based upon section 3(1)(g) of the Freedom of Information Act, which exempts from public disclosure "information or records subject to the attorney-client privilege."

AYES: Olijnyk, Becker, Elwert, Mabry, Ross, Sage, Walker

NAYS: None

MOTION CARRIED.

The regular session of the meeting was reconvened at 8:53 p.m.

### **ELECTRIC SKATEBOARDS ON THE TRAIL**

PAINT CREEK TRAILWAYS COMMISSION

\*\*\*DRAFT\*\*\*

July 18, 2023

---

Chairperson Olijnyk stated that the Commission discussed the use of electric skateboards on the Paint Creek Trail. The member units have each adopted ordinances that prohibit these devices. Our attorney has advised that the Trailways Commission is subject to the ordinances of the member jurisdictions. Therefore, personal electric mobility devices such as electric skateboards and one-wheelers are prohibited on the Trail at this time. The only exceptions to this would be for certain municipalities that allow such use by an individual with a mobility disability, a member of law enforcement, or a maintenance employee.

Commissioner Elwert noted that the Commission will be looking into how other communities are managing the use of personal electric vehicles.

**ADJOURNMENT**

MOVED BY SAGE, SECONDED BY MABRY, there being no further business before the Commission, to adjourn the meeting at 8:57 p.m.

MOTION CARRIED.

Respectfully submitted,

Approved,

Ingrid R. Kliffel  
Recording Secretary

David Becker  
Secretary

# Paint Creek Trailways Commission Treasurer's Report - Flagstar Bank July 2023

<b>Balance:</b>	30-Jun-23		
	Checking Balance	\$	230,382.42
	Outstanding Checks (3640, 3672, 3676)	\$	655.00
	<b>TRAILWAYS COMMISSION BALANCE</b>		<b>\$ 229,727.42</b>
<b>Revenues:</b>			
	Trent Creative - LDBW Contributing Sponsor	\$	100.00
	Spalding DeDecker -LDBW Presenting Sponsorship	\$	500.00
	MMRMA Asset Distribution	\$	378.00
	Interest Income - July 2023 Interest Income	\$	175.48
	<b>Total Revenues</b>	<b>\$</b>	<b>1,153.48</b>
			<b>\$ 230,880.90</b>
<b>Expenditures:</b>			
	3679 - Chase Card Services	\$	72.86
	3680 - Sandi DiSipio - Records Fee - June 20, 2023	\$	240.00
	3681 - Ramie E. Phillips, Jr., PC, CPA 2022 Financial Audit	\$	4,000.00
	<b>Total Expenditures</b>	<b>\$</b>	<b>4,312.86</b>
			<b>\$ 226,568.04</b>
<b>Balance:</b>	31-Jul-23		
	Checking Balance	\$	227,223.04
	Outstanding Checks (3640, 3676, 3680)	\$	655.00
	<b>TRAILWAYS COMMISSION BALANCE</b>		<b>\$ 226,568.04</b>

Signed By: \_\_\_\_\_  
Trailways Commission Treasurer

\_\_\_\_\_  
Trail Manager

Date: \_\_\_\_\_

\_\_\_\_\_



4393 Collins Road  
Rochester, MI 48306  
(248) 651-9260  
Paintcreektrail.org

## **MEMO**

To: Commissioners, Alternates, & Staff  
From: Tom Correll, Trail Manager  
Subject: SEMCOG Grant Award  
Date: August 8, 2023

### **SEMCOG Grant Award/Bridge 31.7 Status**

On July 24<sup>th</sup> Trail Manager Correll received an email from SEMCOG stating the Review Committee has selected the Bridge 31.7 renovation project for TAP funding for FY2025:

The total award amount is \$721,210.42

This award is contingent on funding from the DNR Michigan Natural Resources Trust Fund Grant.

Grant Coordinator Carlock contacted Trail Manager Correll regarding the conditional commitment document, which SEMCOG provided.

Trail Manager Correll reached out to Coordinator Carlock for an update on the status of the MNRTF Grant. Preliminary scores will be available in mid-September, at which point we will be able to submit supplemental information. The final score will be released after Thanksgiving, and forwarded to the Trust Fund Board for their December meeting. If approved, grantees are able to start preparing their plans and specs in January.

**From:** [Southeast Michigan Council of Governments](#)  
**To:** [manager@paintcreektrail.org](mailto:manager@paintcreektrail.org)  
**Subject:** Transportation Alternatives Program Award Notice: City of Rochester  
**Date:** Monday, July 24, 2023 11:56:17 AM

---



[View this email in a web browser.](#)

Mayor Bikson,  
Congratulations! SEMCOG's Regional Review Committee has selected your project for Transportation Alternatives Program (TAP) funding for FY2025:  
**City of Rochester -- Paint Creek Trail Bridge 31.7 Renovation**  
Total award in SEMCOG TAP funds is **\$721,210.42**  
This grant amount reflects a decision by SEMCOG to adjust the matching funds from 45% to 20% of total participating costs (waiving the city's local match and relying solely on the DNR Trust Fund for matching funds). Please let us know if you have any questions or comments about this.  
Additional information, including federal funding requirements and project implementation guidance, will be sent to you soon.  
SEMCOG staff will be contacting you periodically to check on your project's progress. If you have any questions regarding the award or the development of your project, please contact [Brian Pawlik](#) at (313) 324-3426.  
Thank you and congratulations.



Amy O'Leary  
Executive Director



SEMCOG - Southeast Michigan Council of Governments  
1001 Woodward Avenue, Suite 1400, Detroit, Michigan 48226  
313-961-4266 • Fax: 313-961-4869 • Staff email: [lastName@semcog.org](mailto:lastName@semcog.org)  
[Website](#)

*SEMCOG is a regional planning partnership of governmental units serving 4.8 million people in the seven-county region of Southeast Michigan striving to enhance the region's quality of life.*  
[Unsubscribe](#) from receiving any mailings from SEMCOG.

**Pauline Repp**  
Chairperson  
Mayor,  
City of Port Huron

**Mandy Grewal**  
First Vice Chairperson  
Supervisor,  
Pittsfield Township

**Laura Kropp**  
Vice Chairperson  
Mayor,  
Mount Clemens

**Gwen Markham**  
Vice Chairperson  
Commissioner,  
Oakland County

**Michelle Nard**  
Vice Chairperson  
Commissioner,  
Macomb County

**Theresa Rich**  
Vice Chairperson  
Vice President,  
Oakland Schools

**Chris Barnett**  
Immediate Past Chair  
Supervisor,  
Orion Township

**Amy O'Leary**  
Executive Director







4393 Collins Road  
Rochester, MI 48306  
(248) 651-9260  
Paintcreektrail.org

## **MEMO**

To: Commissioners, Alternates, & Staff  
From: Eryn Grupido, Administrative Assistant  
Subject: Quotes for “Living” Wall Name Plaque & PCT JXN Sign replacement  
Date: August 10, 2023

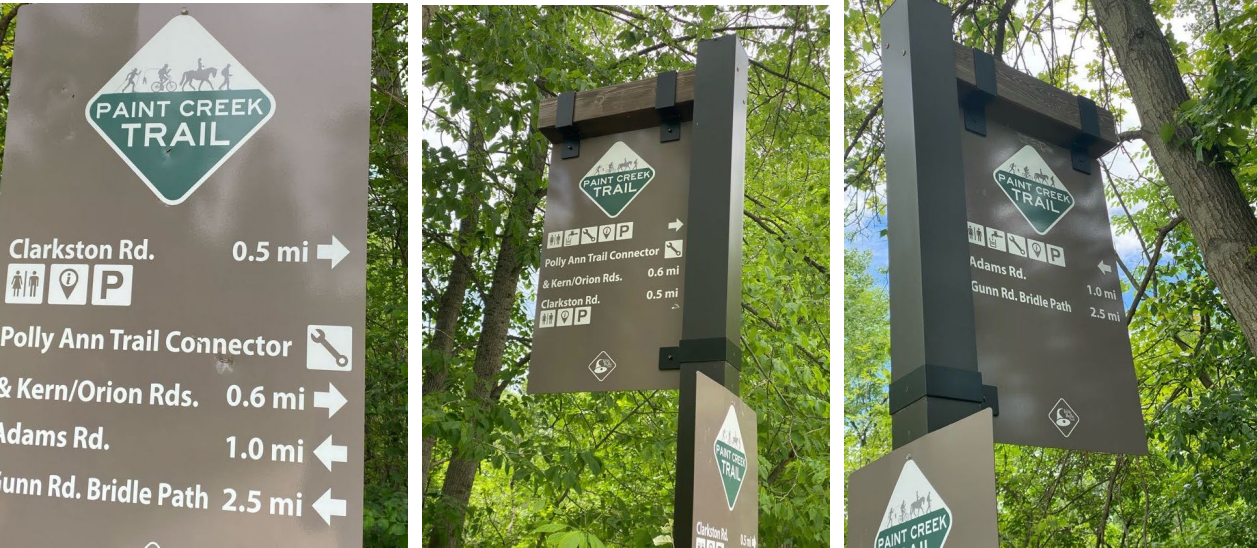
### **“Living” Wall Name Plaque quote:**

1. From Jim at PGI Awards in Auburn Hills: “We can match the 14x20 perpetual plaque. The cost with the new logo and engraving on the header plate included is \$292.00.” \$8 a plate engraving.
2. Hooks Engraving in Washington MI: 14X20 perpetual plaque with 36 nameplates and a header is \$300 for the plaque, the header engraved, and nameplates included. Any plates engraved year of is free. After that \$8 a plate.
3. The Trophy Shop in Lake Orion: 14X20 perpetual plaque with 36 plates is \$400 – includes header engraved with logo and blank brass plates. \$8 a plate for engraving – different type of engraving than what we have (etched vs laser)
4. Classic Trophies in Auburn Hills: 36 plates is 15X18 and \$243 with blank plates. Additional \$25 for the header to be set up. Total of \$268, with an additional \$8 per plate engraved.

### **Paint Creek Junction Signs:**

Rochester Sign Shop has quoted us \$750.00 for the total replacement of the middle junction sign that is currently damaged (bent and graphics torn like something hit it), and for the update of the graphics on the north and southbound signs to better direct users to the Junction Park. If we would like to do the signs at separate times they will give us a separate quote but they stated that they were providing a discount for us to do all three at once. The quote follows this memo with pictures of the current signs and their replacement proof below:

Current signs:



Proof of new signs (without the second arrow):

24"x40"  
New Prints  
for existing panel  
(2-Sides)  
Qty: 1

Paint Creek Junction Park →  
Polly Ann Trail Connector →  
& Kern/Orion Rds. 0.6 mi  
Clarkston Rd. 0.5 mi

Northbound

Paint Creek Junction Park ←  
Adams Rd. 1.0 mi  
Gunn Rd. Bridle Path 2.5 mi

Southbound

24"x40"  
NEW 1/4" Alupanel Sign  
(to replace damaged panel)  
w/ vinyl print  
(1-Sided)  
Qty: 1

Clarkston Rd. 0.5 mi →  
Polly Ann Trail Connector  
& Kern/Orion Rds. 0.6 mi →  
Adams Rd. 1.0 mi ←  
Gunn Rd. Bridle Path 2.5 mi ←

Colors:  
digital print  
Materials:  
anti-vandal laminate

File Name: Paint Creek Trail	Date: 6/29/23	Revised:	Artwork By: Ryan Siluk
------------------------------	---------------	----------	------------------------

ACCEPTANCE OF ARTWORK: The drawing above is an artistic interpretation ONLY. Elements may vary based on field measurements. This color proof is intended for verification of spelling, layout, color and composition. PLEASE RETURN TO: (800) 858-8888. CHECKING THIS PROOF VIEW CAREFULLY. Signature constitutes authorization to proceed with specifications and conditions of this document as specified. All artwork and designs are property of ROCHESTER SIGN SHOP and may not be used without the APPROVAL of ROCHESTER SIGN SHOP. DATE: \_\_\_\_\_

**Rochester Sign Shop**  
714 N. MAIN UNIT 102  
ROCHESTER, MI 48307  
Ph: (248) 652-2750  
Fax: (248) 652-1667

# ESTIMATE

**Rochester Sign Shop**  
714 MAIN STREET  
ROCHESTER, MI 48307

graphics@rochestersignshop.com  
+1 (248) 652-2750  
RochesterSignShop.com



## Paint Creek Trailways Commission

Bill to	Ship to	Estimate details
Paint Creek Trailways Commission	Paint Creek Trailways Commission	Estimate no.: 1335
Eryn Grupido - 248-651-9260	Paint Creek Trailways Commission	Estimate date: 07/19/2023
egrupido@paintcreektrail.org	Melissa Ford	
4393 Collins Road	Collins Rd.	
Rochester, MI 48306	Oakland	

Product or service		Amount
1. <b>Services</b>	1 × \$750.00	\$750.00
3 New Sign Graphics For Existing Sign Post Installed Per Customer Specs.		
<b>Total</b>		<b>\$750.00</b>

<b>2023 Labor Day Bridge Walk Sponsor List</b>	<b><u>Solicitor</u></b>	<b><u>Contact</u></b>	<b><u>Check Rc'd</u></b>	<b><u>\$\$ Amount</u></b>	<b><u>Reciept sent</u></b>
<b><u>Presenting Sponsor - \$500</u></b>					
Spalding Dedecker	Ken Elwert	Steve Benedettini	Yes	\$500.00	Yes
<b><u>Supporting Sponsors - \$250</u></b>					
Friends of the Paint Creek Trail	David Walker	Louis Carrio	Yes	\$250.00	Yes
Rochester Sign Shop	David Walker	Mo Sayed		\$250.00	
<b><u>Contributing Sponsors - \$100</u></b>					
Trent Creative	David Walker	Marilyn Trent	Yes	\$100.00	Yes
Theresa Mungioli	David Walker	Theresa Mungioli		\$100.00	
Friends of Donni Steele	David Walker	Donni Steele	Yes	\$100.00	yes
The Silver Shamrocks LLC	David Walker	Deb Silver		\$100.00	
<del>Cookies &amp; Cream (Sprout Bake)</del>		<del>Alaina Campbell</del>			
Oat Soda	David Walker	Jason Peltier			
David Walker	David Walker	David Walker		\$100.00	
Louis and Eva Carrio		Louis Carrio			
Sarah & Emily Blust	David Walker	Brian Blust		\$100.00	
David & Rita Becker	David Walker	David Becker	Yes	\$100.00	yes

<b>2023 Labor Day Bridge Walk Sponsor List</b>	<b><u>Solicitor</u></b>	<b><u>Contact</u></b>	<b><u>Check Rc'd</u></b>	<b><u>\$\$ Amount</u></b>	<b><u>Reciept sent</u></b>
John & Carol Morlan	David Walker	Carol Morlan		\$100.00	
<b><u>In Kind Sponors</u></b>					
Friends of the Paint Creek Trail - Water	Eryn G	Louis Carrio			
Tim Hortons - Coffee for 150	Dave Walker	Ravinder Saini			
Trader Joe's - Bananas/Granola Bars	Ken Elwert	Claire McGreevy			
Bruegger's Bagels	Ken Elwert				
Premier Pet Supplies - Gift Cards?	Ken Elwert	Jeff Nagarah, Owner			
Clinton River Watershed Council	Tom Correll	Eric Diesing			
Trout Unlimited	Dave Walker	Joe Bruce			
Dinosaur Hill Nature Preserve	Eryn G	Amanda Felk			
Gift Cards for Raffle					
			<b>Total Sponsor \$\$:</b>	<b>\$1,800.00</b>	
<b><u>Volunteers</u></b>					
Check-In/Set-Up		Tom, Eryn, +4			
Registration Table		Louis + 3			

<b>2023 Labor Day Bridge Walk Sponsor List</b>	<b><u>Solicitor</u></b>	<b><u>Contact</u></b>	<b><u>Check Rc'd</u></b>	<b><u>\$\$ Amount</u></b>	<b><u>Reciept sent</u></b>
Craft Table		Eryn +2			
Raffle		Tom			
Course Set-Up		Tom, Eryn, Dan			
Course Volunteers - Water Table		Dan +2			

### Labor Day Bridge Walk and Run Theme

Turtle themed craft and gift options:

“Come out of your shell and enjoy the Paint Creek Trail”

Kids craft: using the remaining supplies from last years fish craft it costs ~\$3.30 for green construction paper



Gift bag items:

Temporary turtle tattoos ~\$59.94 for 576 (two each participant), cellophane bags ~\$5.38 for 400, round sticker labels for bag ~\$7.29



We are waiting to hear back from a candy supplier on bulk turtle & fish gummies.

Current total: \$72.61

Estimate gummies to be an additional \$75 for a total of \$147.61

Certificates of completion for participants: these were a real hit in the past!

~ \$41.85 for 300



Total overall for these promotional items:

\$192.76



4393 Collins Road  
Rochester, MI 48306  
(248) 651-9260  
Paintcreektrail.org

## **MEMO**

To: Commissioners, Alternates, & Staff  
From: Tom Correll, Trail Manager  
Subject: RTC (Rail-to-Trail Conservancy) Grant Opportunity  
Date: August 10, 2023

### **FOIA Request**

On July 19<sup>th</sup> a citizen submitted three separate FOIA requests related to motorized vehicles on the trail and temporary use permits awarded by the trail for Trout Unlimited.

The FOIA request was submitted to attorneys to fulfill, and a 10-day extension was filed and letter sent by the manager to the citizen. Trail Manager Correll forwarded relevant documents and correspondence to the FOIA attorney.

The attorneys prepared the documents to produce and reviewed them with Trail Manager Correll on August 10<sup>th</sup>, 2023. The documents were produced and sent at 11:30am 8/10/23 to the citizen free of charge, on the advice to the attorney.

The FOIA request was fulfilled and honored within the stated 10-day extension deadline of August 10<sup>th</sup>, 2023.





## **MEMO**

To: Commissioners, Alternates and Staff

From: Tom Correll, Trail Manager

Subject: August Manager's Report

Date: August 10<sup>th</sup>, 2023

### **Advisory Committee Reports**

- The Labor Day Bridge Walk Committee met to review sponsors. David Walker contacted and confirmed many contributing and supporting sponsors. Ken Elwert secured the presenting sponsor and is securing some in-kind donations of granola bars, bananas, gift cards and potentially bagels.

### **Complaints/Vandalism/Feedback**

- Trail user reported the Porta Potty at Tienken Road was in need of attention. Information was forwarded to Rochester Hills. Trail user also stated that she loves the trail, and hikes with her children quite often, the entire length of the trail.
- Friday, 8/4 - SE Rochester Spur – I was contacted by former commissioner Hank Van Egan. While he was hiking in Rochester, he came across a section of the spur that was being cut extensively by an unknown person. He asked this person if they were cutting on behalf of the trail but they were wearing headphones and ignored him. I reported this information to Karl with City of Rochester. This person was given his number, and he admitted to Karl that he had been working on the trail, removing a tree that had fallen across, then moving on to cutting invasives on one side. I went out to inspect myself, and there has been extensive cutting. This individual came by the trail offices after hours on Monday, and spoke with Oakland Township staff. He left a note requesting permission to continue/complete removing 'invasive honeysuckle' from the area. I called him back and left a voicemail, but at the time of this report have not spoken to him further.



## **Repairs & Maintenance**

- Dutton Rd bridge construction has begun. Barriers have been placed on either side of the trail on Dutton road, so trail access has not been affected.
- Water Fountain – TM Correll emailed Rochester Hills asking for an update

## **Medical Emergencies/Police/Fire Calls on the Trail**

- Bike Patroller reported on Sunday 7/23 an ambulance between Gunn and Gallagher near the golf course, called for a biker experiencing either a heat-related or cardiac event. Contacted Oakland Township for more information.

## **Follow Up**

- I spoke with recorder Sandi Disipio over the phone on 8/10 and she informed me she will be seeing a doctor for an update on 8/15. We will need to continue covering meetings through September with an alternate recorder. Sandi will contact me 8/16 with an update on her progress and ability to return.
- Trail Manager Correll was invited to join the MTGA discussion group on electric bicycles on the trail. Wide variety of trail professionals, bicycling advocates, dnr representatives and others to discuss policies for electric bicycles on trails.
- Audit – Confirmed with CPA Phillips the audit was submitted to the state with the necessary changes to the term “ordinances” as requested by the commission.
- Carol Lee has called to ask if their running group may plant another tree near the Tienken trailhead. They are the group responsible for planting and maintaining the first and only memorial tree we have along the trail. Their group leader passed recently and they’d like to dedicate it to him. She said they are willing to water it throughout the time period the tree needs for establishment (up to 5 years) and that they did so for the last tree – as long as it is close enough to a trailhead to allow them easy access from their cars. They will transport the water there themselves.

## **Future Agenda Items**

- ◆ Website Update – Trail Manager Correll has reviewed draft RFP prepared by former manager Ford and will present for approval at the September commission meeting.

## **Paint Creek Trail Website Analytics**

### **Top Pages**

Home Page  
Trail Maps  
Parking  
Contact Us  
Notice of Public Hearing  
Location  
FAQs  
Commission Members  
E-Newsletter Sign-Up

### **Last 30 days**

6,891 (Up from 6,546 last month)  
1,112 (Up from 1,074 last month)  
366 (Up from 308 last month)  
280 (Up from 237 last month)  
250  
243 (Down from 280 last month)  
232 (Up from 196 last month)  
215  
206 (Up from 135 last month)

## **2023 Temporary Permit Approvals**

Grace Centers of Hope’s Pave the Way 5K, October 7, 2023

Rochester Community Schools Foundation - Hometown Hustle 5k – September 16, 2023

## **Commission Ad-Hoc Committee Assignments**

Recognition Ad Hoc committee	Gamage, Mabry, Sage
Personnel Ad Hoc committee	Becker, Olijnyk, Ross, Walker
Orion Art Project Ad Hoc committee	Becker, Dalrymple, Peltier
SE Rochester Property Ad Hoc committee	Becker, Elwert, Gamage, Sage
Labor Day Bridge Walk (Sept 6) Ad Hoc committee	Buxar, Dalrymple, Elwert, Olijnyk, Walker
Trail Branding & Signage Ad Hoc committee	Gamage, Ford, Olijnyk, Sage
Trail Improvements & Resurfacing Ad Hoc committee	Becker, Blust, Sage, Walker
Licensing Ad Hoc committee	Gamage, Olijnyk, Pfeiffer, Walker
Paint Creek Trail 40 <sup>th</sup> Anniversary Celebration Ad Hoc committee	Blust, Mabry, Peltier, Whatley/Ross
Friends of Paint Creek Trail Ad Hoc committee	Buxar, Gamage, Mabry

## **2023 Goals**

<b><u>Goals</u></b>	<b><u>Progress</u></b>	<b><u>Timeframe</u></b>
City of Rochester – Bridge 31.7 Replacement	Trail Manager Ford has completed the TAP Grant Application. TAP application reopened – additional information needed. Trail Manager Ford working with AEW on updated cost estimate and contracting with cultural resource consultant & archaeologist to determine bridge eligibility for NRHP and if bridge is in an archaeologically sensitive location. MNRTF will be submitted April 1. <b>MNRTF application submitted. Cultural resource consultant determined bridge is not eligible for NRHP listing. Section 106 application sent to SHPO for review. SHPO review came back and concurred with cultural resource consultant. TAP Grant awarded, see memo in packet.</b>	Complete by 2025
Upgrade Trail Website	RFP is in draft	1 year
Update Licensing Agreements	See Update in packet	1 year

## **Calendar of Events on the Trail**

(All bolded events run by Commission & Friends)

### **September**

**Labor Day Bridge Walk** – Monday, September 4, 2023

Hometown Hustle – Saturday, September 16<sup>th</sup>, 2023

### **October**

Pave the Way 5K – Saturday, October 7, 2023 from 7AM - 12PM, held by Grace Centers of Hope

Adopt-A-Trail Fall Clean-up – TBD October?, Adopt-A-Trail Groups

### **November**

**40<sup>th</sup> Anniversary 5K** – November 18<sup>th</sup>, 2023

Ongoing Administrative Tasks	Progress	2023 Priority	Timeframe
Continue coordinating assistance with Friends of the Paint Creek Trail (ongoing)	The Friends subcommittee has been working in collaboration with the Friends on a Memorandum of Understanding of Friends and Trail assistance to each other. The MOU is currently under review (2/16/23). <b>Trail Manager Correll met with Friends on 5/18 for introduction, explanation of MoU, goals, etc.</b>	1	OG
Continue Trail etiquette education (ongoing)	Ongoing. Signage has been placed on the trail and to raise awareness about freeze/thaw season etiquette. Posts will also be made on social media about this topic.	2	OG
Continue coordination and participation with Oakland County Trail, Water & Land Alliance (TWLA)		2	OG
Trail Closure education/public relations/Communications Plan campaign (Ongoing)	Ongoing. Continue to utilize social media, website, and other resources to provide information to trail users.	2	OG
Adopt –A-Trail program	2023 begins a new 2-year contract for adoptees, trail staff are confirming renewals. All adoptees have renewed for 2023-24 season except one. Back to the Beach runners has signed up to adopt the available section. <b>Updated signs have been placed on trail</b>	2	OG
Develop a volunteer program to recruit, train to help in the office special projects and special events	TBD	2	OG
Make presentation at member community City Councils and Township Boards	TBD.	2	OG

Master Plan	Progress	2023 Priority	Timeframe
Southeast Rochester Property Development	EGLE can permit the deck if we can be above BFE (7'-8' above ground per proposed current condition) and if the area of the piers are less than 1% of the floodway area. AEW believes that we can achieve that. We would still need to apply for a permit from EGLE for working in the floodway and the floodplain, but it can be permitted. AEW does not believe it has enough information to give us a cost estimate for the observation deck. In order to provide the Commission with a preliminary cost estimate for the scope of work, AEW would need to charge us \$1,500 for their time. We need to provide a cost estimate to the potential donor before he is willing to commit funds to the project. Cost estimate is completed and included in your packet. Cost estimate sent to Andrea LaFontaine at MTGA to share with potential donor. Meeting between donor attorney, trail management, and project manager for AEW TBD	2	OG

Policies	Progress	2023 Priority	Timeframe
----------	----------	---------------	-----------

Native Plant Approval Policy	No progress yet. Need expert assistance	3	LT
Conservation Stewardship Policy	No progress yet. Need expert assistance	3	LT
Establish Memorial Amenity Donation Program	The Trail Improvements and Resurfacing Committee will review and provide recommendations to the Commission.	2	1yr to define a program, then OG

<b>Maintenance and Inspection</b>	<b>Progress</b>	<b>2023 Priority</b>	<b>Timeframe</b>
Assure Restrooms are maintained (ongoing)	Ongoing.	1	OG
Continue vandalism prevention education (ongoing)	Ongoing.	2	OG
Continue surface maintenance inspections and coordination of repairs (ongoing)	Ongoing. Trail staff will begin contacting member communities in mid to late April about grading their sections of the trail.	2	OG
Address ADA compliance issues identified in 2020-2024 PCT Recreation Master Plan	TBD – Trail staff have reached out to <a href="https://www.ncaonline.org">Accessibility Assessments – National Center on Accessibility (ncaonline.org)</a> for guidance and planning and are waiting to hear back	2	1-2 yr

<b>Trail Safety</b>	<b>Progress</b>	<b>2023 Priority</b>	<b>Timeframe</b>
Road Crossing improvements – work with RCOC on Adams Rd. crossing	Ongoing. Continue working with RCOC for improvements at our crossings.	2	OG

<b>Long Term Goals</b>	<b>Progress</b>	<b>2023 Priority</b>	<b>Timeframe</b>
Side parcel acquisition for parking and trail access	Will continue looking for opportunities.	3	OG
Acquisition of historic resources	Will continue looking for opportunities.	3	OG
Installation of drinking fountain, where appropriate, in each community		3	LT
Integrate Village of Lake Orion extension more fully into Trail system	Ongoing. Trail attorney Hamameh has reached out to the Village attorney regarding snow removal at section of trail adjacent to Atwater Commons. <b>Trail attorney Hamameh spoke with the Village attorney who explained that since there is no snow removal on the trail at all, Lake Orion feels that that portion of the license agreement re: maintenance could not have intended to include snow removal. The Village have offered to “contract” for the service to remove</b>	2	OG

	<b>snow from that portion of the trail, but the Commission would have to pay that cost. The Village attorney suggested that the Commission work out a cost with the DDA.</b>		
Connections to Bald Mountain State Park	Licensing Committee working with DNR to develop an agreement for this project.	1	OG
Ensure focus on keeping the trail a “Natural Beauty Trail”.	Ongoing	1	OG

<b>Additional Goals</b>	<b>Progress</b>	<b>2023 Priority</b>	<b>Timeframe</b>
User survey of trail use	TBD – consider performing every 2 years. Trail staff will contact MSU to see if their researchers are still interested in continuing surveys.	1	OG
Review and ranking of all trail bridges by engineer	Administrative Assistant Grupido has compiled all of the bridge inspection reports for an engineer to review and rank. Trail communities need to coordinate bridge inspections within a few years of one another in order to facilitate an accurate review/ranking.	1	OG



2023 Draft Operations Budget  
Amended March 21, 2023

								2021 Final	2022 Approved	2023 Draft	Difference from 2022	2024 Projected
<b>REVENUE</b>												
Member Unit Contribution for Commission and Office Operations and Staff								\$72,000	\$73,440	\$74,909	\$1,469	\$76,782
	Rochester			18,727								
	Rochester Hills			18,727								
	Oakland Township			18,727								
	Orion Township			18,727								
Member Unit Contribution for Patrol Program, based on community mileage								\$14,680	\$15,901	\$19,500	\$3,599	\$19,883
	Rochester			1,533								
	Rochester Hills			3,284								
	Oakland Township			11,836								
	Orion Township			2,847								
Member Unit Contribution for Commission and Office Operations and Staff								n/a	n/a	\$5,000	\$5,000	\$0
	Rochester			1,250								
	Rochester Hills			1,250								
	Oakland Township			1,250								
	Orion Township			1,250								
Interest								\$77	\$300	\$300	\$0	\$300
Adopt-a-Trail								\$50	\$0	\$0	\$0	\$0
Trailways Saleable Items								\$0	\$0	\$0	\$0	\$0
Miscellaneous/Donations								\$185	\$200	\$200	\$0	\$200
Transfer from Legal Services								\$12,542	\$11,500	\$11,500	\$0	\$11,500
Trail Brochure Sponsorship								\$0	\$0	\$0	\$0	\$3,000
National Trails Day Sponsorship								\$575	\$500	\$500	\$0	\$500
Labor Day Bridge Walk Donations								\$974	\$0	\$0	\$0	\$0
Labor Day Bridge Walk Sponsorship								\$1,769	\$1,000	\$1,000	\$0	\$1,000
40th Anniversary Celebration Sponsorship								n/a	n/a	\$2,500	\$2,500	n/a
Bench/Trail Amenity Donations								\$0	\$1,250	\$2,500	\$1,250	\$2,500
Temporary Permit Fees								\$90	\$70	\$70	\$0	\$70
Transfer from Fund Balance (Rent, CFGR & SE Roch Cost Estimate)								\$1,750	n/a	\$6,900	\$0	n/a
Program/Project Grants								\$106,582	\$0	\$0	\$0	\$0
MMRMA Asset Distribution								\$1,321	\$1,300	\$1,300	\$0	\$1,300
				<b>Total Revenue</b>				<b>\$212,595</b>	<b>\$105,461</b>	<b>\$126,179</b>	<b>\$20,718</b>	<b>\$117,035</b>
<b>EXPENSES</b>												
<b>Office</b>												
Telephone and Computer Network Services								\$426	\$550	\$550	\$0	\$650
Office Furnishings								\$0	\$400	\$250	\$150	\$500
Office Materials & Supplies								\$276	\$975	\$975	\$0	\$1,350
Office Operating Expenses								\$688	\$1,750	\$1,250	\$500	\$1,500
Rent								\$6,250	\$6,250	\$7,650	-\$1,400	\$7,000
Postage								\$71	\$500	\$225	\$275	\$500
Office & Trail Equipment								\$12,120	\$925	\$2,700	-\$1,775	\$1,550
Bench donations								\$856	\$1,250	\$2,500	-\$1,250	\$2,500
Restroom Maintenance								\$0	\$0	\$0	\$0	\$0
<b>Subtotal</b>								<b>\$20,687</b>	<b>\$12,600</b>	<b>\$16,100</b>	<b>-\$3,500</b>	<b>\$15,550</b>

2023 Draft Operations Budget  
Amended March 21, 2023

<b>Staff Travel/Training/Development</b>						<b>2021</b>	<b>2022</b>	<b>2023</b>	Difference	<b>2024</b>
Travel/Mileage						\$0	\$350	\$150	\$200	\$400
Education/Memberships						\$54	\$250	\$150	\$100	\$350
Per Diems						\$4,620	\$5,500	\$5,500	\$0	\$5,500
<b>Subtotal</b>						<b>\$4,674</b>	<b>\$6,100</b>	<b>\$5,800</b>	<b>\$300</b>	<b>\$6,250</b>
<b>Insurance/Professional Services (other than legal)</b>										
Auditing Fee						\$3,700	\$3,800	\$4,000	-\$200	\$4,100
Insurance (MMRMA)						\$4,120	\$4,100	\$4,200	-\$100	\$4,300
Worker's Compensation Insurance						\$814	\$900	\$900	\$0	\$1,000
Recorders Fee						\$2,820	\$3,120	\$3,120	\$0	\$3,185
<b>Subtotal</b>						<b>\$11,454</b>	<b>\$11,920</b>	<b>\$12,220</b>	<b>-\$300</b>	<b>\$12,585</b>
<b>Publicity/Raising awareness/Educational Projects</b>										
Trailways Student Project						\$0	\$500	\$200	\$300	\$550
Brochures						\$1,385	\$0	\$0	\$0	\$3,000
Trail Promotional Items						\$0	\$1,100	\$500	\$600	\$1,250
Labor Day Bridge Walk						\$951	\$1,000	\$1,000	\$0	\$1,000
National Trails Day						\$590	\$500	\$500	\$0	\$500
Trail Etiquette Program						\$0	\$300	\$150	\$150	\$450
Recognition Ceremony						\$539	\$25	\$200	\$300	\$300
<b>Subtotal</b>						<b>\$3,465</b>	<b>\$3,425</b>	<b>\$2,550</b>	<b>\$875</b>	<b>\$7,050</b>
<b>Administrative Personnel</b>										
Wages - Manager						\$33,763	\$34,470	\$35,608	-\$1,138	\$36,214
Longevity Salary - Trail Manager						n/a	\$1,000	\$1,059	-\$59	\$0
FICA/MESC - Manager						\$2,583	\$2,713	\$2,724	-\$11	\$2,757
Wages - Part-time Administrative Assistant						\$10,076	\$10,541	\$9,641	\$900	\$9,738
Longevity Salary - Admin. Asst.						n/a	\$800	\$0	800	\$0
FICA/MESC - Admin. Asst.						\$771	\$868	\$737	\$131	\$745
<b>Subtotal</b>						<b>\$47,193</b>	<b>\$50,392</b>	<b>\$49,769</b>	<b>\$623</b>	<b>\$49,454</b>
<b>Trail Projects</b>										
Signage Project						\$64,825	\$0	\$0	\$0	\$0
Trail Improvement Project - South Rochester						\$0	\$0	\$1,500	-\$1,500	\$0
Property Acquisition Projects						\$0	\$0	\$0	\$0	\$0
Bridge 33.7/Resurfacing Ribbon						\$505	n/a	n/a	\$0	n/a
Moutrie Pollinator Garden Ribbon Cutting Ceremony						\$0	\$0	\$0	\$0	\$0
Fence & Railing Replacement						\$20,320	n/a	n/a	\$0	n/a
Ralph C. Wilson, Jr. Foundation funds to OTPRC for Paint Creek Junction						\$20,226	\$0	n/a	\$0	n/a
Document Scanning						n/a	\$3850	\$0	\$3,850	\$4,500
PCT Website Redesign						n/a	n/a	\$10,000		\$0
40th Anniversary Celebration						n/a	n/a	\$2,500		\$0
<b>Subtotal</b>						<b>\$105,876</b>	<b>\$3,850</b>	<b>\$14,000</b>	<b>-\$10,150</b>	<b>\$4,500</b>
<b>Patrol Program</b>										
Wages - PCTC Bike Patrol						\$4,094	\$5,073	\$5,225	-\$152	\$5,330
FICA/MESC-Bike Patrol						\$313	\$388	\$400	-\$12	\$408
Contracted Mounted Patrol Services						\$6,254	\$10,217	\$13,575	-\$3,358	\$13,845
Commission Contribution to Bike Patrol Services						\$0	\$0	\$0	\$0	\$0
Bike Patrol Equipment & Misc						\$128	\$223	\$250	-\$27	\$300
<b>Subtotal</b>						<b>\$10,789</b>	<b>\$15,901</b>	<b>\$19,450</b>	<b>-\$3,549</b>	<b>\$19,883</b>



Amended March 21, 2023

								2021	2022	2023	Difference	2024	
Printing/Logo Expenses													
Trail Saleable Items								\$0	\$0	\$0	\$0	\$0	
Subtotal								\$0	\$0	\$0	\$0	\$0	
Miscellaneous/Contingency								\$282	\$1273	\$1,790	-\$517	\$1,763	
Transfer to Community Foundation for Greater Rochester								n/a	n/a	\$4,500		n/a	
Transfer to fund balance								\$8,175	\$0	\$0	\$0	\$0	
Subtotal								\$8,457	\$1273	\$6,290	-\$5,017	\$1,763	
				Total Expenses					\$212,595	\$105,461	\$126,179	-\$20,718	\$117,035
				Revenue minus Expenses					\$0	\$0	\$0	\$0	\$0
Legal Services Project Budget													
								2021	2022	2023	Difference	2024	
REVENUES													
Member Unit Contribution								\$0	\$0	\$0	\$0	\$0	
License Fees								\$12,869	\$14,000	\$14,000	\$0	\$14,000	
License Fees Paid in Advance								\$0	\$0	\$0	\$0	\$0	
Transfer From Fund Balance								\$1,500	\$1500	\$1,500		\$0	
New License Preparation Fees								\$0	\$0	\$0	\$0	\$0	
				Total Revenue					\$14,369	\$15,500	\$15,500	\$0	\$14,000
EXPENSES													
Legal Retainer								\$0	\$0	\$0	\$0	\$0	
License Preparation Fees								\$1,827	\$2000	\$2,000	\$0	\$0	
Transfer to Operating Budget								\$12,542	\$11,500	\$11,500	\$0	\$11,500	
Advance License Fees Carried Forward								\$0	\$0	\$0	\$0	\$0	
Legal Services								\$0	\$1,500	\$1,500	\$0	\$1,500	
Unallocated								\$0	\$500	\$500	\$0	\$1,000	
				Total Expenses					\$14,369	\$15,500	\$15,500	\$0	\$14,000
					Revenue Minus Expenses - Lega				\$0	\$0	\$0	\$0	\$0
Special Project Budget - Bridge 33.7 Renovation Project								2021	2022	2023		2024	
Source of Funds													
Paint Creek Trailways Commission Fund Balance								\$1	\$7,819	\$0		\$0	
Member Unit Contributions								\$0	\$0	\$0		\$0	
MNRTF Reimbursement								\$25,832	n/a	\$0		\$0	
Ralph C. Wilson Foundation								\$3,928	\$0	\$0		\$0	
				Total Revenue					\$29,761	\$7,819	\$0		\$0
EXPENSES													
Bridge 33.7 Renovation								\$0	\$7,819	\$0		\$0	
Legal Services								\$0	\$0	\$0		\$0	
Tree Removal								\$0	n/a	\$0		\$0	
Design Engineering								\$0	\$0	\$0		\$0	
Construction Engineering								\$0	\$0	\$0		\$0	

2023 Draft Operations Budget  
Amended March 21, 2023

Soundpost Audio Sign								\$0	\$0	\$0		\$0
Recognition Plaques								\$0	n/a	\$0		\$0
MNRTF Reimbursement to OTPRC								\$0	n/a	\$0		\$0
Stairway at Bridge 33.7								\$29,761	n/a	\$0		\$0
								<b>\$29,761</b>	<b>\$7,819</b>	<b>\$0</b>		<b>\$0</b>
<b>Special Project Budget - Pollinator Garden</b>								<b>2021</b>	<b>2022</b>	<b>2023</b>		<b>2024</b>
<b>Source of Funds</b>												
Paint Creek Trailways Commission Fund Balance								\$0	\$0	\$0		\$0
Friends of the Paint Creek Trail								\$496	\$0	\$0		\$0
Donation								\$0	\$0	\$0		\$0
Community Foundation of Greater Rochester								n/a	n/a	\$0		\$0
Weigand's Nursery								n/a	n/a	\$0		\$0
								<b>\$496</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>
<b>Expenses</b>												
Deposit								\$0	\$0	\$0		\$0
Temporary Sign								\$0	\$0	\$0		\$0
Split Rail Fence								\$0	n/a	\$0		\$0
Garden Construction								\$0	n/a	\$0		\$0
Reimbursement to PCT Friends for Weigand's								\$0	n/a	\$0		\$0
Informational Sign								\$0	n/a	\$0		\$0
Bike Rack								\$496	\$0	\$0		\$0
								<b>\$496</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>
<b>Special Project Budget - Bridge 31.7 Renovation Project</b>								<b>2021</b>	<b>2022</b>	<b>2023</b>		<b>2024</b>
<b>Source of Funds</b>												
Paint Creek Trailways Commission Fund Balance								n/a	n/a	\$0		\$0
Member Unit Contributions								n/a	n/a	\$0		\$0
Friends of the Paint Creek Trail								n/a	n/a	\$1051		\$0
Community Foundation for Southeast Michigan								n/a	n/a	\$50000		\$0
								<b>\$0</b>	<b>\$0</b>	<b>\$51,051</b>		<b>\$0</b>
<b>EXPENSES</b>												
Design Engineering								n/a	n/a	\$51,700		\$0
Ecological Services								n/a	n/a	\$16,000		\$0
								<b>\$0</b>	<b>\$0</b>	<b>\$67,700</b>		<b>\$0</b>
2022 Unrestricted Fund Balance								\$ 93,432.00				
2023 Unrestricted Additions								\$ -				
2023 Unrestricted Subtractions (Rent, CFGR & Legal)								\$8,400				
							Balance	<b>\$ 85,032.00</b>				
2023 Total Restricted Funds for future expenditures												
	Rochester Art Project - Maintenance fund							\$ 720				

2023 Draft Operations Budget  
Amended March 21, 2023

	Art Project Brochure (Greenbaum)						\$	100					
	Moutrie Pollinator Garden Maintenance						\$	841					
					Subtotal		\$	1,661					
2023 Unrestricted Fund Balance								\$	85,032.00				
2023 Restricted Fund Balance								\$	1,661.00				
2023 Total Fund Balance (as of 10/20/22)								\$	86,693.00				

# Paint Creek Trail Inspection Form

Inspected by: Dan Butterworth

Date 7-29-2023



## Southeast Rochester Parcel off Clinton River Trail:

Bridge over Clinton River and surrounding area

Comment: \_\_\_\_\_

## 31.2: Rochester Municipal Park – Near Retro Fitness

Map sign	Wayfinding sign
OK	OK

Comment: \_\_\_\_\_

## 31.3: Rochester Municipal Park – Maintenance Service Entrance

Wayfinding Sign	Little Free Library
OK	OK

## Bike Fixit Station in Rochester Municipal Park

Screwdrivers		Open Ended Wrenches			Allen Wrench Multi-tool	2-Tire Levers	Air Pump
Phillips	Flat Blade	32-15 mm	10-8 mm	11-9 mm			
OK	OK	OK	OK	OK	OK	OK	OK

Comment: \_\_\_\_\_

**31.6: Ludlow Crossing**

Wayfinding Sign	Road Crossing Signs	Gateway Sign	Map Sign	Two "Dillman Upton" Benches	Information Kiosk	Recycle Bin
OK	OK	OK	OK	OK	OK	OK

Comment: \_\_\_\_\_

**31.7: Bridge**

Comment: \_\_\_\_\_

**Dinosaur Hill – Access Stairs – Approximately 31.7 (no sign)**

Comment: Overhanging and encroaching vegetation needs to be cut back on the trail next to Dinosaur Hill.

**31.8 Dinosaur Hill – Trail Access, east side of Trail**

"Jagosz" Bench
OK

**Overlook/Creek Access with Stairs – Approx 31.9 (no sign)**  
**East side of Trail.**

Stairs	Plastic Bench
OK	OK

Comment: \_\_\_\_\_



### 32.1: Tienken Crossing

“Rutledge Walker” Bench, south side, west of trail	Wayfinding Sign, south side west of trail	Road Crossing Signs, north and south sides	Gateway Sign, north side, west of trail	Portable Restroom Parking Lot – west of trail	Map Sign, north side, east of trail	Brochure Box, north side, east of trail	“Bob Peck” Bench, north side, east of trail	Picnic Site & MNRTF Plaque, north side, west of trail	Dog Waste Bag Dispenser
OK	OK	OK	OK	OK	OK	Stocked	OK	OK	Stocked

Information Kiosk	Recycle Bin	Drinking Fountain
OK	OK	OK *

*Comment:* \* Water is still collecting around the fountain creating a muddy mess.

### Bike Fixit Station

Screwdrivers		Open Ended Wrenches			Allen Wrench Multi-tool	2-Tire Levers	Air Pump
Phillips	Flat Blade	32-15 mm	10-8 mm	11-9 mm			
OK	OK	OK	OK	OK	OK	OK	OK

### 32.3: Bridge – King’s Cove

“Kayla Pastor” bench, south of bridge	Trail Counter (on bridge railing)	“Martin Lassers” bench, north of bridge, east side	Moutrie Pollinator Garden, north of bridge, east of trail	Little Free Library @ Pollinator Garden	Bike Rack @ Pollinator Garden	“Miller” bench, Pollinator Garden	“Moulton” bench, Pollinator Garden	Obelisk, Pollinator Garden
OK	OK	OK	OK	OK	OK	OK	OK	OK

*Comment:* \_\_\_\_\_

**33.1: Bridge**

Stairway/Creek Access
OK

Comment: \_\_\_\_\_

**33.3: Bridge**

"Paul Ball" Bench, south of bridge, east side	Trail Counter (on bridge railing)	"Woman's Farm & Garden" Bench, north of bridge, west side
OK	OK	OK

Comment: \_\_\_\_\_

**33.3: Dutton Crossing**

Brochure Box, south side, east of trail	Trash receptacle, south side, east of trail	Map Sign	Road Crossing Signs, north & south side	Bollards North & South side	Dog Waste Bag Dispenser	Dutton Parking Lot
Stocked	OK	OK	OK	OK	Stocked	Closed

Comment: Dutton Road is closed at the trail while the bridge is being replaced.

**33.3: Dutton Crossing**

Gateway Sign, north side, east of trail	Wayfinding Sign, north side, east of trail
OK	OK

Comment: \_\_\_\_\_

**33.4: Bridge**

Comment: OK

**33.7: Bridge**

"Bober" bench	"Damman" bench	Audio Sign	Solar Panel & Pole	MNRTF & RCWJF Plaques	Trash & Recycle Bin Receptacles	Stairs/Creek Access
OK	OK	OK	OK	OK	OK	OK

Comment: \_\_\_\_\_

**34: Bridge**

"Lussier" Bench – south of bridge, west of trail	"Brittingham" Bench – south of bridge, east of trail	Stairs/creek Access	"Tomboulion" Bench – north of bridge, west of trail	Prairie Site – north of bridge, east of trail
OK	OK	OK	OK	OK

Comment: \_\_\_\_\_

**34.3: Silver Bell crossing**

Parking Lot	Brochure Box	"Walker" Bench	Map sign	CV Trout Unlimited sign	Dog Waste Bag Dispenser	Road Crossing Signs, north & south	Wayfinding sign, north side, east of trail
OK	Was removed.	OK	OK	OK	Stocked	OK	OK

Comment: \_\_\_\_\_

**34.4: North of Silver Bell crossing**

"Thundering Gazelles" Bench	Audio Sign
OK	OK

**Creek Access – Approx. 34.7 (no sign) "T" shaped decking**

"McDivitt" and "Woman's Farm & Garden" benches
OK

Comment: \_\_\_\_\_



**Flagstar Bank Site – Approx. 34.8 (no sign)**

Drinking Fountain	Plastic bike bench	MNRTF Plaque	Little Free Library	ADA Picnic Table	Hex Table	Cider Mill Connector Path
OK	OK	OK	OK	OK	OK	OK

Comment: \_\_\_\_\_

**34.9: Paint Creek Cider Mill****Bike Fixit Station**

Screwdrivers		Open Ended Wrenches			Allen Wrench Multi-tool	2-Tire Levers	Air Pump
Phillips	Flat Blade	32-15 mm	10-8 mm	11-9 mm			
OK	OK	OK	OK	OK	OK	OK	OK

**34.9: Gallagher Road Crossing**

“Blazevski” & wood benches south side, east of trail	Bollards south side, west of trail	Parking Lot – north side, west of trail	Road Crossing Signs, north & south	Wayfinding sign, south side, west of trail	Map Sign	Brochure Box	Information Kiosk
OK	OK	OK	OK	OK	OK	Stocked	OK

Wood Bench, north side, east of trail	Trash & Recycle Bin Receptacles	Dog Waste Bag Dispenser
OK	OK	Stocked

Comment: \_\_\_\_\_

**Prairie Restoration Art Project – Approx. Mile Marker 35 (no sign)**

Comment: OK \_\_\_\_\_

**Gunn Road Crossing – Approx. 35.6 (no sign)**

Trash receptacle, south of Gunn, east of trail	“Kreuzkamp” Bench – south of Gunn, east of trail	Stairway to Gunn Road	Bridle Trail to Gunn Road	Wayfinding sign, east side	“Ciccarelli” Bench North of Gunn, east side	Brochure Box at top of stairs
OK	OK	OK	OK	OK	OK	Stocked

Comment: \_\_\_\_\_

**36: Bridge**

Comment: OK \_\_\_\_\_

**ITC Transmission Lines – Overhead – Approx. 36.4 (no sign)**

Comment: OK \_\_\_\_\_

**36.5: Mile Marker and Bench**

“Betty Lou Nelson” Bench
OK

**37: Mile Marker:** OK \_\_\_\_\_

**37.1: Adams Road Crossing**

Map sign, south of intersection	Road Crossing Signs, north & south	Trash receptacle, south of intersection	Southeast entrance/bollards	“Szymkiw” Bench (approx. 37.0)	“Fortier” Bench (approx. 37.3)
Was removed.	OK	OK	OK	OK	OK

Comment: \_\_\_\_\_

**37.6 and 37.7 – Archery Range**

Entrance – south and north of Archery
OK

--

Comment: \_\_\_\_\_

**38: Private Driveway – 2500 Orion Road**

Bollards – northwest of driveway
OK

Comment: \_\_\_\_\_

**38.2:**

Stairs down to Creek	“David A. Kanners” Bench
OK	OK

Comment: \_\_\_\_\_

**38.3: “Cattle Crossing” Bridge**

Comment: OK \_\_\_\_\_

**38.4: Bridge**

“Cieszkowski “Bench – northwest side
OK

Comment: \_\_\_\_\_

**38.5: Clarkston/Kern crossing**

Vault Toilet & Trash Receptacle, southwest of C/K	Parking Lot next to Vault Toilet	Road Crossing Signs, north & south	Gateway Sign, north side, east of trail	Map Sign, northeast side of trail	Brochure Box & Recycle Bin	Information Kiosk & Dog Waste Bag Dispenser	Trash receptacle	Main Parking Lot
OK	OK	OK	OK	OK	OK	OK	OK	OK

Comment: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Van Tassel Pedestrian Bridge and Polly Ann Connector Path**

Van Tassel Bridge	Bike Fixit Station	Wayfinding Sign, east side of trail
OK	OK	OK

**38.6: Bridge**

Creek/Stair Access, southwest side of trail	Trails to Bald Mountain Rec Area – southwest and northeast of trail	Wayfinding sign, west side of trail	“Jones” Bench, north of bridge, east side
OK	OK	OK	OK

Comment: \_\_\_\_\_

**Foley Pond – Approx. 39.1 (no sign)**

Observation Deck	Trash receptacle	MNRTF Marker	“Van Zoeren” Bench	“Marty Peters” Bench	“Harley & Mary Prudden” Bench
OK	OK	OK	OK	OK	OK

Comment: \_\_\_\_\_

**39.4: Bridge – Goldengate**

Stair Access to Road	Built-in Benches	Underneath Bridge
OK	OK	OK

Comment: \_\_\_\_\_

**Newton Street – Approx. 39.7 (no sign)**

Access - northeast of trail at end of Newton
OK

Comment: \_\_\_\_\_

**Converse Court – Approx. 39.8 (no sign)**

Access Gate	Wayfinding sign, west side of trail	Gateway Sign	Retention Pond Area	“Milliman” Bench
OK	OK	OK	OK	OK

Comment: \_\_\_\_\_

**Atwater Section – Approximately 39.9 (no sign)**

Parking Lot, south of Atwater, west of trail	Information Kiosk	Map Sign	Recycle Bin	Dog Waste Bag Dispenser	Little Free Library
OK	OK	OK	OK	Stocked	OK

Comment: \_\_\_\_\_

**Trail Extension to Children's Park**

Atwater Road Crossing Sign	Lake Orion Lumber Pathway	Meeks Park Intersection	Bridge from Meeks Park to Orion Art Center	Northern Terminus at Art Center	Bike Fixit Station @ Art Center	Bike Racks @ Cookies & Cream
OK	OK	OK	OK	OK	OK	OK

Comment: \_\_\_\_\_

**Bike Fixit Station at Cookies & Cream:****Bike Fixit Station**

Screwdrivers		Open Ended Wrenches			Allen Wrench Multi-tool	2-Tire Levers	Air Pump
Phillips	Flat Blade	32-15 mm	10-8 mm	11-9 mm			
OK	OK	OK	OK	OK	OK	OK	OK

**Bike Fixit Station at Oat Soda Restaurant:****Bike Fixit Station**

Screwdrivers		Open Ended Wrenches			Allen Wrench Multi-tool	2-Tire Levers	Air Pump
Phillips	Flat Blade	32-15 mm	10-8 mm	11-9 mm			
OK	OK	OK	OK	OK	OK	OK	OK

## Bike Patroller Equipment

### Portable AED

Battery	Pads	Shears/Scissors	Test Run
OK	OK	OK	OK

### First Aid Kit

Bandages	Ice Packs	Gauze	Shears/Scissors	Tape
On order.	On order.	On order.	On order.	On order.

### Trail Surface Comments and Areas of Concern:

The trail is in good condition.

Signed Dan Butterworth Date 7-29-2023