



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

Paint Creek Trailways Commission Meeting

Tuesday, January 16th, 2024 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, December 19th, 2023
 - b. Treasurers Report – December 2023
6. **Approval of Invoices**
7. **Memo/Update:** 2024 License Agreements
8. **Memo/Discussion:** Formal Agreement/Easement: Bald Mountain Recreation Area Bridge to PCT, Oakland Township
9. **Update:** Bridge 31.7
10. **Discussion/Direction:** Paint Creek Trailways Commission Fund Investment Options
11. **Approval:** Budget Amendment – Final 2023 Budget
12. **Discussion:** Ad Hoc Committee Assignments
13. **Memo/Discussion:** 2024 Goals
14. **Manager's Report**
15. **Commissioner Reports**
16. **Adjournment of Regular Meeting**

Next Regular Meeting:

February 20, 2024 – Paint Creek Cider Mill, 4480 Orion Road, Rochester, MI 48306

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
December 19, 2023 Regular Meeting Draft Minutes
December 2023 Treasurer's Report
Memo: 2024 License Agreements Update
Memo: Formal Agreement/Easement: Bald Mountain Recreation Area Bridge to PCT, Oakland Township
Memo: PCTC Fund Investment Options
2024 Paint Creek Trailways Commission Operations Budget
Community Foundation of Greater Rochester December 2023 Fund Statement
Ad-Hoc Committee Descriptions
Memo: 2024 Goals & Objectives
2020-2024 Paint Creek Trail Recreation Master Plan Action Program
January 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.

Agenda Summary January 16, 2024

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Agenda**
4. **Public Comment**
5. **Consent Agenda:**
 - a. Minutes: December 19th, 2023
 - b. Treasurers Report – December 2023
6. **Approval of Invoices**
7. **Memo/Update:** 2024 License Agreements
Summary: A memo is included in your packet
Desired Action: Discussion
Budget Impact: ~\$18,000 (Budgeted)
8. **Memo/Discussion:** Formal Agreement/Easement: Bald Mountain Recreation Area Bridge to PCT, Oakland Township
Summary: A memo is included in your packet
Desired Action: Discussion/Direction
Budget Impact: NA
9. **Update:** Bridge 31.7
Summary: Trail Manager Correll will provide an update on Bridge 31.7
Desired Action: None
Budget Impact: TBD
10. **Discussion/Direction:** Paint Creek Trailways Commission Fund Investment Options
Summary: A memo is provided in your packet
Desired Action: Discussion/Direction
Budget Impact: TBD
11. **Approval:** Budget Amendment – Final 2023 Budget
Summary: Trail Manager Correll will provide final numbers for December 2023 budget
Desired Action: Approval
Budget Impact: TBD
12. **Discussion:** Ad Hoc Committee Assignments
Summary: Trail Manager Correll and commission will discuss 2024 Ad Hoc assignments and recommend any changes.
Desired Action: Discussion
Budget Impact: NA
13. **Memo/Discussion:** 2024 Goals
Summary: An updated goals list from 2023 has been provided in your packet. Commission will engage in a discussion and update goals for 2024.
Desired Action: Discussion/Direction
Budget Impact: TBD
14. **Manager's Report:** Included in your packet
15. **Commissioner Reports**
16. **Adjournment of Regular Meeting**

Next Regular Meeting:

February 20th, 2024 – Paint Creek Cider Mill, 4480 Orion Rd, Rochester, MI 48306

PAINT CREEK TRAILWAYS COMMISSION

DRAFT

December 19, 2023



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REGULAR MEETING of the PAINT CREEK TRAILWAYS COMMISSION

Paint Creek Cider Mill

4480 Orion Road, Rochester, MI 48306

The December 19, 2023, meeting of the Paint Creek Trailways Commission was called to order at 7:02 p.m. in the main conference room of the Paint Creek Cider Mill.

ATTENDANCE

PRESENT

Voting Members:

Julia Dalrymple (Orion)
Conner Reiter (Orion)
Steve Sage (R)
Ken Elwert (RH)
David Walker (RH)

Voting Alternates:

Martha Olinyk (Oakland), Chairperson
Dave Mabry (Oakland)

A QUORUM WAS PRESENT.

Staff:

Tom Correll, Trail Manager
Nicole Sands, Administrative Assistant

Non-Voting Alternates: None

Village Non-Voting Alternate: Stanley Ford (Village of Lake Orion)

Friends of the Paint Creek Trail: Louis Carrio, Michael Jahn

PAINT CREEK TRAILWAYS COMMISSION

DRAFT

December 19, 2023

ABSENT

Voting Members: Brian Blust (Oakland), Robin Buxar (Oakland), Linda Gamage (R)

Alternates: Matt Pfeiffer (Orion), Aaron Whatley (Orion), David Becker (R), Ann Peterson (R)

Village Non-Voting Member: Jason Peltier (Village of Lake Orion)

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 BY DALRYMPLE, 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.

CONSENT AGENDA

This evening's Consent Agenda consists of the following: (a) minutes of the November 21, 2023, meeting of the Paint Creek Trailways Commission, and (b) Treasurer's Report for November 2023.

MOVED BY SAGE, SECONDED BY DALRYMPLE, to approve the Consent Agenda as presented, specifically to approve and file the minutes of the November 21, 2023, meeting of the Paint Creek Trailways Commission, and to receive and file the Treasurer's Report for November 2023.

MOTION CARRIED.

APPROVAL OF INVOICES

Trail Manager Correll and the Commissioners reviewed the list of invoices dated December 19, 2023. The per diem amounts are not included in this list of invoices and will be considered by the Commission later this evening.

PAINT CREEK TRAILWAYS COMMISSION

DRAFT

December 19, 2023

Mr. Correll explained that the list of invoices also does not include fourth quarter wages. He estimates this will be \$11,879.29, but he will not know this number for certain until payroll is completed on Thursday. Therefore, he asked that the Commission approve an amount not to exceed \$12,500.

MOVED BY ELWERT, SECONDED BY MABRY, to approve payment of the invoices as presented in the amount of \$9,524.82, and to also approve fourth quarter wages in an amount not to exceed \$12,500.

AYES: Dalrymple, Elwert, Mabry, Olijnyk, Reiter, Sage, Walker

NAYS: None

MOTION CARRIED.

PER DIEM REPORT, 2023

The Commissioners reviewed the attendance record. The Commission budgeted \$5,500 for per diems, and Trail Manager Correll said the actual amount is \$4,025 including per diem payments for this evening's meeting. He thanked the Commissioners and Alternates for attending these meetings.

MOVED BY OLIJNYK, SECONDED BY MABRY, to accept the 2023 Paint Creek Trailways Commission Per Diem attendance record and approve payment of the per diems for 2023 in the amount of \$4,025, which includes per diem payments for this evening's meeting.

AYES: Dalrymple, Elwert, Mabry, Olijnyk, Reiter, Sage, Walker

NAYS: None

MOTION CARRIED.

ELECTION OF OFFICERS FOR 2024

Chairperson Olijnyk thanked all current officers for serving this year and for helping her in her role as chairperson.

Chairperson

Commissioner Olijnyk nominated Commissioner Sage to serve as Chairperson for 2024. Commissioner Sage accepted the nomination. All Commissioners were in favor of this appointment.

Vice-Chairperson

Commissioner Olijnyk nominated Commissioner Walker to serve as Vice-Chairman for 2024. Commissioner Walker accepted the nomination. All Commissioners were in favor of this appointment.

Treasurer

Commissioner Olijnyk nominated Commissioner Blust to serve as Treasurer for 2024. At the November meeting, Commissioner Blust indicated that he would accept the nomination, and Commissioner Olijnyk said she spoke with him outside of the meeting and he confirmed this to her. All Commissioners were in favor of this appointment.

Secretary

Commissioner Olijnyk nominated Commissioner Dalrymple to serve as Secretary for 2024. Commissioner Dalrymple accepted the nomination. All Commissioners were in favor of this appointment.

MOVED BY OLIJNYK, SECONDED BY ELWERT, to confirm the appointment of the following officers for 2024: Commissioner Sage shall serve as Chairperson, Commissioner Walker shall serve as Vice-Chairperson, Commissioner Blust shall serve as Treasurer, and Commissioner Dalrymple shall serve as Secretary.

MOTION CARRIED.

The terms of office for the new officers shall become effective on January 1, 2024.

LICENSE AGREEMENTS, PAR PHARMACEUTICAL

Manager Correll informed our attorney that the Trailways Commission would like to send out license agreements and invoices in February for the 2024 year. The attorney said she would have the license agreements ready to meet that timeline goal.

Par Pharmaceutical, one of the 2023 licensees, went through bankruptcy during 2023. That location is now being occupied by JHP Pharmaceuticals. The Trailways Commission invoiced Par Pharmaceutical \$69 for their 2023 license agreement. Par Pharmaceutical pro-rated this amount for the time that they were in bankruptcy, and submitted a payment in the amount of \$25.81. After a brief discussion, the Commissioners agreed that they will not try to collect the \$43.19 deducted, and that this amount should not be added to the 2024 invoice.

BRIDGE 37.1 RENOVATION PROJECT: Michigan Natural Resources Trust Fund Grant Application Update

Commissioner Elwert attended the Board meeting of the Michigan Natural Resources Trust Fund (“MNRTF”) on December 13th, and was pleased to report back that our project has been recommended for a \$300,000 grant. This will help fund the renovation of the bridge at mile marker 31.7 along the Paint Creek Trailway. The Commissioners were very pleased at this good news. Trail Manager Correll recalled that the Trailways Commission was also recommended for an approximately \$700,000 Transportation Alternatives Program (“TAP”)

grant, which was contingent upon receiving the MNRTF grant to provide the required matching funds.

The State legislature will need to appropriate funds for this project, and our receipt of the MNRTF grant Project Agreement will depend on their timing. In the meantime, the Commission may begin to incur certain due diligence costs.

Commissioner Elwert pointed out that the MNRTF grant works on a reimbursement basis, so the Commission will need to make sure we manage payments to contractors and reimbursements from the State appropriately.

Chairperson Olijnyk thanked the Commissioners and staff for working as a team to successfully receive this grant.

40TH ANNIVERSARY CELEBRATION

5K Event

The 5K event to commemorate the 40th Anniversary of the Paint Creek Trail will take place on April 21, 2024. Trail Manager Correll said that, while he would have liked this event to take place on the 2024 National Rails-to-Trails Day, April 27th, the event coordinator was not available that day. However, looking to the future, the goal will be to hold an annual event on the last weekend of April, which will coincide with National Rails-to-Trails Day.

Commissioner Elwert reiterated his concerns about the Trail's surfacing in the spring, and suggested that the Commission develop a backup plan in the event that we cannot hold it on the Trail. The Commissioners discussed various options. They felt that having an alternate date would not be feasible. Another suggestion was to consider the route and possible modifications to that route. One idea is to have participants start in the Village of Lake Orion, run/walk on the Trail in one direction, and then use the connector path on the way back. This would lessen the impact on the Trail. Representative Ford suggested that if there are areas of concern along the Trail, we can announce them to participants in advance, mark them, and have volunteers stationed near the areas to direct participants. Friends of the Paint Creek Trail President Louis Carrio shared that the connector path runs on an incline, and suggested that participants may be less likely to slip if they were to travel uphill (as opposed to downhill) along this section.

Manager Correll asked if the Commission is concerned about potentially causing permanent damage to the Trail surfacing, and they indicated that they do not feel this would be a problem.

Sponsorship Form

The Commissioners reviewed the draft Sponsorship Form, which Trail Manager Correll revised as directed by the Commissioners at the last meeting.

They then discussed sponsors. Manager Correll pointed out that for the Labor Day Bridge Walk, which is held in the Rochester area, we have solicited sponsors from that area. As this event will start in Lake Orion, he proposed that we seek sponsors from this area.

Chairperson Olijnyk said that if the Commission feels we should form an ad hoc committee for this purpose, we can do so.

SUMMARY OF EVENTS AND ACCOMPLISHMENTS, 2023

Trail Manager Correll and Administrative Assistant Sands reviewed the 2023 Summary of Events and Accomplishments.

Chairperson Olijnyk added several items. In April we applied for and later received the Pure Michigan Award. In September we responded to a FOIA request. Also in September, we elected (as opposed to “appointed”) a new Treasurer.

Ms. Sands shared social media updates. We currently have 9,326 Facebook followers and 2,123 Instagram followers. Our Facebook posts reach increased 3.6 percent in the last 90 day period over the previous 90 day period. We currently reach 14,500 users. Staff aims to implement strategies to increase our social media reach and user awareness of goings on with the Paint Creek Trailways.

Chairperson Olijnyk called for a brief recess at this time, 7:51 p.m. The regular meeting resumed at 8:15 p.m.

Trail Manager Correll thanked the Commissioners for the opportunity to work with them and for their support.

PAINT CREEK TRAILWAYS FISCAL YEAR 2023 FINAL AMENDED BUDGET

Manager Correll and the Commissioners reviewed the 2023 final amended budget. The final amount for per diems (line item P3230) is \$4,025. Two items that are not yet finalized for 2023 are the Recorder’s Fee for this evening’s meeting (line item P3340), and staff wages for the fourth quarter (the Expenses – Administrative Personnel cost center).

Manager Correll said the Commission’s expenses are projected to be \$29,741.37 less than revenue, so this amount can be placed in the fund balance. Treasurer Blust will look at higher yield options for managing funds in the fund balance. There is a government representative at Flagstar Bank who may be able to offer some guidance.

Manager Correll reported that he contacted a representative who handles the Community Foundation of Greater Rochester, and shared details on earnings of this fund, as well as the administrative fee that they charge.

PAINT CREEK TRAILWAYS COMMISSION

DRAFT

December 19, 2023

As Mr. Correll recently joined the Trailways Commission staff, he said he hopes to make some changes in tracking revenues and expenditures starting in 2024, and shared a sample spreadsheet that shows each month. In January, he would like to explore the possibility of creating an ad hoc Finance Committee to work with him in this regard.

MOVED BY ELWERT, SECONDED BY OLIJNYK, to approve the final amended budget for the Paint Creek Trailways for fiscal year 2023 as presented.

AYES: Dalrymple, Elwert, Mabry, Olijnyk, Reiter, Sage, Walker

NAYS: None

MOTION CARRIED.

PAINT CREEK TRAILWAYS FISCAL YEAR 2024 BUDGET

The Commissioners reviewed the proposed budget for fiscal year 2024, which includes revisions discussed at the November meeting. Manager Correll also added notes for both the 2024 and 2025 fiscal years.

Regarding expenditures, the Commissioners agreed to increase Legal Fees (line item P3350) for both 2024 and 2025 to \$3,500 as we may need legal review of contracts, etc. for the Bridge 37.1 renovation project.

The line item called “40th Anniversary Celebration/PCT 5K” (line item P3470) should be renamed something along the lines of “Rails-to-Trails 5K” in the future.

MOVED BY SAGE, SECONDED BY MABRY, to approve the budget (version 3.0) for the Paint Creek Trailways for fiscal year 2024 as presented and amended this evening.

AYES: Dalrymple, Elwert, Mabry, Olijnyk, Reiter, Sage, Walker

NAYS: None

MOTION CARRIED.

MANAGER’S REPORTS

Manager Correll reviewed his memorandum of December 14th.

Complaints, Vandalism, Feedback

Complaint of Human Waste Along Trail:

There has been yet another complaint from the same person regarding what they believe to be human waste on the trail.

Trees that Overhang Trail:

Trail Manager Correll was in contact with Oakland Township Parks and Recreation. They will evaluate one of the trees and determine whether or not it should be removed.

Repairs and Maintenance

Vegetation Removal Along Shoulders of Trail

Oakland Township Parks and Recreation had a contractor cut back vegetation along the shoulders of the Trail in Oakland Township.

Representative Ford noted that the Trail surfacing is now rough in areas as a result. Manager Correll will contact Oakland Township and ask if they have plans to touch up the grade.

Follow Up

Encroachment:

Our attorney is drafting a letter to send to the homeowners. Commissioner Dalrymple suggested that we send a letter that we draft, via certified mail or Federal Express, to see if we get a response from the homeowner before we involve the attorney. Manager Correll will do this.

The Commission discussed that we do not have a detailed written procedure regarding how to deal with encroachments. Manager Correll will draft a proposed procedure, including a timeframe for response from the homeowner, for the Commission's review.

TREASURER DALRYMPLE'S REPORT

Commissioner Dalrymple said she will not be able to attend the January meeting.

VICE-CHAIRPERSON WALKER'S REPORT

Vice-Chairperson Walker thanked Commissioner Olijnyk for serving as Chairperson, and he thanked Commissioner Sage for taking over this position for 2024.

VILLAGE OF LAKE ORION REPRESENTATIVE FORD'S REPORT

Alternate Stanley Ford thanked the Trailways Commission for allowing the Village of Lake Orion to attend these meetings.

PAINT CREEK TRAILWAYS COMMISSION

DRAFT

December 19, 2023

ADJOURNMENT

MOVED BY MABRY, SECONDED BY DALRYMPLE, there being no further business before the Commission, to adjourn the meeting at 8:51 p.m.

MOTION CARRIED.

Respectfully submitted,

Ingrid R. Kliffel
Recording Secretary

Approved,

David Becker
Secretary

Approved,

Tom Correll
Trail Manager

Paint Creek Trailways Commission

Treasurer's Report - Flagstar Bank

December 2023

Balance:	30-Nov-23			
	Checking Balance		194,864.70	
	Outstanding Checks (3640,3704, 3807,3808)	\$	1,882.17	
	TRAILWAYS COMMISSION BALANCE			\$ 192,982.53
Revenues:				
	Solaronics Liscense Fee		1,500	
	Interest Income - December 2023 Interest Income	\$	155.93	
	Total Revenues	\$	1,655.93	
				\$ 194,638.46
Expenditures:				
	3810-Chase Card Services	\$	45.00	
	3811-Ingrid Kiffel Recorders Fee-November Meeting	\$	378.00	
	3705-Oakland County-Mounted Patrol October	\$	977.40	
	3707-Charter Township of Oakland-Parks & Rec.--Q4 Copier Costs	\$	138.42	
	3706-Charter Township of Oakland-Rent and Related Expenses	\$	7,986.00	
	3711-David Becker Per Diem	\$	280.00	
	3712-Brian Blust Per Diem	\$	280.00	
	3713-Robin Buxar Per Diem	\$	105.00	
	3714-Julia Dalrymple Per Diem	\$	175.00	
	3730-Ken Elwert Per Diem	\$	385.00	
	3710-Stanley Ford Per Diem	\$	175.00	
	3719-Linda Gamage Per Diem	\$	245.00	
	3729-Russell George Per Diem	\$	105.00	
	3721-Dave Mabry Per Diem	\$	245.00	
	3732-Carol Morlan Per Diem	\$	280.00	
	3723-Martha Oijnyk Per Diem	\$	385.00	
	3725-Matt Pfeiffer Per Diem	\$	70.00	
	3726-Conner Reiter Per Diem	\$	175.00	
	3727-Patrick Ross Per Diem	\$	210.00	
	3728-Save Sage Per Diem	\$	385.00	
	3731-David Walker Per Diem	\$	455.00	
	3709-Aaron Whatley Per Diem	\$	70.00	
	Total Expenditures	\$	13,549.82	
				\$ 181,088.64
Balance:	31-Dec-23			
	Checking Balance		190,540.09	
	Outstanding Checks (3706, 3711, 3714, 3723, 3727,3640, 3807)	\$	9,451.45	
	TRAILWAYS COMMISSION BALANCE			\$ 181,088.64

Signed By: _____
Trailways Commission Treasurer

Trail Manager

Date: _____



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MEMO

To: Commissioners, Alternates, & Staff
From: Tom Correll, Trail Manager
Subject: Review of License Agreements
Date: January 9, 2023

The attorney has sent another round of license agreements edits for Dillman & Upton, DTE, MichCon, Consumer and Michigan Gas Storage, ITC and Solaronics. They are being forwarded to the license committee for review:

Below are a few highlights for the committee and commission to consider:

Solaronics – A better picture of the status of the property is needed. Would we like for our attorney to reach out to the Solaronics lawyer? What is the long-term goal of the commission in regards to this license agreement?

Sunoco/Sunpipe – They have been billed, but no current license agreement is on record. Would the commission advise the Trail Manager to reach out to see if they have any form of agreement on record?



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MEMO

To: Commissioners, Alternates, & Staff
From: Tom Correll, Trail Manager
Subject: Bald Mountain Recreation Area Bridge to Paint Creek Trail
Date: January 10, 2023

I have reached out to the engineer for the project. They are currently updating plans for bid thru MDOT, and are estimating a late 2024 construction at best, more likely early 2025.

Bollards have been confirmed in the construction design, but no updated construction documents have been created yet.

Some tree clearing across the creek on Bald Mountain property has been done in preparation for staging and access, and is visible from the trail.

In addition, I have been put in touch with a new DNR contact, Sage Hegdal, who will be assisting with the agreement. The DNR will need an easement for constructing and maintaining the bridge on the trails right-of-way. She has asked if there is any additional agreement the PCT would want in place besides an easement.



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MEMO

To: Commissioners, Alternates, & Staff
From: Tom Correll, Trail Manager
Subject: PCTC Fund Investment Options
Date: January 12, 2023

I have met with Flagstar Banks government banking department to inquire about investing an undetermined amount in a higher-yield savings account. They presented three options:

Option 1: Investment Sweep Account (3.8%)

This is an overnight guaranteed investment that would sweep available funds out to earn interest overnight, then back into the account the next morning. This pays 3.80%.

Option 2: Government Premier Savings Account (4.23%)

This is a traditional savings account paying 4.23%. Must keep under 6 withdrawals per month. Funds would have to be moved manually.

Option 3: CD Laddering

They would recommend putting smaller (\$10,000) increments into CDs at varying terms to earn the highest possible rate while still keeping most money available.

Example:

\$10,000.00 for 6 months at 4.8%

%10,000.00 for 90 days at 5.2%

An detailed outline provided by Flagstar is included in the packet.



Flagstar Government Banking MAX Rates Effective*:
January 11, 2024

MAX CD Rates	
Term	Rate
7-29 Days	4.92%
30-59 Days	4.92%
60-89 Days	4.94%
90-119 Days	4.97%
120-149 Days	4.99%
150-179 Days	5.01%
180-269 Days	5.03%
270-364 Days	4.85%
12-17 Months	4.75%
18-23 Months	4.58%
24-29 Months	4.40%
30-35 Months	4.25%
36-47 Months	4.10%
48-59 Months	4.05%
60 Months	3.90%

CD rates = Actual/360

MAX Savings APY	
No Minimum	4.23%

Savings Rates = Actual/365

MAX Checking APY	
No Minimum	1.06%

Checking Rates = Actual/365

Insured Cash Sweep APY	
3.80%	

Contact your RM to discuss product

Wire Transfer Instructions	
Flagstar Bank, N.A.	
ABA# 272471852	
G.L.# 2031000100054	
For Benefit Of: Client Name	

Note: ACH Instructions Available Upon Request

Please notify us prior to 4:00 PM for all Incoming and Outgoing wires

**Rates are subject to change at any time without notice*

Flagstar Bank • Government Banking Group

Office (888) 254-5417 • Fax (248) 312-6964

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PAINT CREEK TRAILWAYS COMMISSION
Budget - Yearly Comparison & Notes

		2022 Final		2023 Budget	2023 Actual		Diff. 2023/2024	2024 Draft	2024 Notes	2025 Projected	2025 Notes
Revenue											
Member Unit Contribution for Commission/Office Operations & Staff											
P1100	Rochester	\$ 18,360.00		\$ 18,727.00	\$ 18,727.00		561	\$ 19,288.00	3% increase	\$ 19,866.00	3% increase
P1110	Rochester Hills	\$ 18,360.00		\$ 18,727.00	\$ 18,727.00		561	\$ 19,288.00	3% increase	\$ 19,866.00	3% increase
P1120	Oakland Township	\$ 18,360.00		\$ 18,727.00	\$ 18,727.00		561	\$ 19,288.00	3% increase	\$ 19,866.00	3% increase
P1130	Orion Township	\$ 18,360.00		\$ 18,727.00	\$ 18,727.00		561	\$ 19,288.00	3% increase	\$ 19,866.00	3% increase
Member Unit Contribution for Patrol Program based on Comm. Mileage											
P1140	Rochester	\$ 1,250.00		\$ 1,533.00	\$ 1,533.00		0	\$ 1,533.00	Year 2/2 Contract	\$ 1,686.00	New Contract (10% Est. Inc.)
P1150	Rochester Hills	\$ 2,679.00		\$ 3,284.00	\$ 3,284.00		0	\$ 3,284.00	Year 2/2 Contract	\$ 3,612.00	New Contract (10% Est. Inc.)
P1160	Oakland Township	\$ 9,652.00		\$ 11,836.00	\$ 11,836.00		0	\$ 11,836.00	Year 2/2 Contract	\$ 13,019.00	New Contract (10% Est. Inc.)
P1170	Orion Township	\$ 2,320.00		\$ 2,847.00	\$ 2,847.00		0	\$ 2,847.00	Year 2/2 Contract	\$ 3,131.00	New Contract (10% Est. Inc.)
Member Unit Contribution for Commission Office Operations & Staff											
P1180	Community Member Unit Contributions			\$ 5,000.00	\$ 5,000.00						
P1200	Interest	\$ 509.14		\$ 300.00	\$ 1,752.69		1200	\$ 1,500.00	Interest Rate Inc.	\$ 1,500.00	
P1210	MMRMA Asset Distribution	\$ 1,747.00		\$ 1,300.00	\$ 1,752.00		400	\$ 1,700.00	Rec from MMRMA	\$ 1,500.00	
P1300	Temporary Permit Fees	\$ 70.00		\$ 70.00	\$ 70.00		0	\$ 70.00		\$ 70.00	
P1310	Transfer from Legal Services (License Fees)	\$ 12,871.80		\$ 11,500.00	\$ 12,901.73		7800	\$ 19,300.00	New Rates	\$ 19,600.00	New Contract Est. Increases
P1320	Adopt-A-Trail	\$ -		\$ -	\$ 50.00		0	\$ -		\$ 150.00	
P1400	National Trails Day Sponsorship	\$ -		\$ 500.00	\$ -		0	\$ 500.00		\$ 500.00	
P1410	Labor Day Bridge Walk Donations	\$ 1,179.00		\$ -	\$ 654.00		750	\$ 750.00		\$ 750.00	
P1420	Labor Day Bridge Walk Sponsorships	\$ 2,150.00		\$ 1,000.00	\$ 2,250.00		1500	\$ 2,500.00		\$ 2,500.00	
P1430	40th Anniversary Celebration/5k Event (Registrations)	\$ -		\$ -	\$ -		3500	\$ 3,500.00	Est. 100 Partic.	\$ 4,375.00	Est. 125 Partic.
P1440	40th Anniversary Celebration/5k Event (Sponsorships)	\$ -		\$ 2,500.00	\$ -		0	\$ 2,500.00		\$ 3,000.00	
P1450	Trail Brochure Sponsorship	\$ -		\$ -	\$ -		0	\$ -	Skip 2023	\$ 1,500.00	
P1500	Trailways Saleable Items	\$ 15.00		\$ -	\$ 5.00		1000	\$ 1,000.00		\$ -	
P1600	Miscellaneous/Donations	\$ 1,076.65		\$ 200.00	\$ 65.00		100	\$ 300.00		\$ 300.00	
P1610	Bench/Trail Amenity Donations	\$ 2,206.10		\$ 2,500.00	\$ -		-1250	\$ 1,250.00	Single bench	\$ -	
P1700	Transfer from Fund Balance	\$ -		\$ 6,900.00	\$ 6,900.00		-6900	\$ -		\$ -	
P1800	Program/Project Grants	\$ -			\$ -		0	\$ -		\$ -	
Total Income		\$111,165.69		\$ 126,178.00	\$ 125,808.42		5344	\$131,522.00	License Fees/Events Increase	\$ 136,657.00	

PAINT CREEK TRAILWAYS COMMISSION

Budget - Yearly Comparison & Notes

Expense		2022 Final		2023 Budget	2023 Actual		Diff. 2023/2024	2024 Draft	2024 Notes	2025 Draft	2025 Notes
Office											
P3110	Office Furnishings	\$ 269.61		\$ 250.00	\$ -		850	\$ 1,100.00	Conf. Table/Chairs/Entry Table	\$ 750.00	Lateral Filing Cabinet
P3111	Office Materials & Supplies	\$ 791.43		\$ 975.00	\$ 1,699.29		-75	\$ 900.00	\$75/month	\$ 2,950.00	
P3112	Office Operating Expenses	\$ 688.21		\$ 1,250.00	\$ 872.92		350	\$ 1,600.00	(Subs) GoTo/Adobe/Amz, Copier	\$ 1,600.00	
P3113	Office & Trail Equipment	\$ 1,292.36		\$ 2,700.00	\$ 617.63		-2100	\$ 600.00		\$ 600.00	
P3114	Postage	\$ 66.03		\$ 225.00	\$ -		0	\$ 225.00		\$ 225.00	
P3115	Rent	\$ 7,500.00		\$ 7,650.00	\$ 7,650.00		250	\$ 7,900.00	Confirmed w. OT	\$ 8,200.00	Confirmed w. OT
P3116	Telephone and Computer Network Services	\$ 336.00		\$ 550.00	\$ 336.00		-214	\$ 336.00	Confirmed w. OT	\$ 336.00	Confirmed w. OT
P3117	Bench Donations	\$ -		\$ 2,500.00	\$ -		-1250	\$ 1,250.00		\$ -	
P3118	Restroom Maintenance	\$ -		\$ -	\$ -		0	\$ -		\$ -	
Staff Travel/Training											
P3210	Travel/Mileage	\$ 149.55		\$ 150.00	\$ 209.81		250	\$ 400.00	Previous estimate	\$ 400.00	
P3220	Education/Memberships	\$ -		\$ 150.00	\$ 41.00		600	\$ 750.00		\$ 800.00	
P3230	Per Diems	\$ 4,305.00		\$ 5,500.00	\$ 3,745.00		0	\$ 5,500.00		\$ 5,500.00	
Insurance/Prof. Services											
P3310	Auditing Fee	\$ 3,800.00		\$ 4,000.00	\$ 4,000.00		100	\$ 4,100.00		\$ 4,200.00	
P3320	Insurance (MMRMA) - Liability	\$ 4,213.00		\$ 4,200.00	\$ 4,174.00		100	\$ 4,300.00	Confirmed w. MMRMA	\$ 4,700.00	10% Increase
P3330	Accident Fund of America - Worker's Comp.	\$ 814.00		\$ 900.00	\$ 814.00		0	\$ 900.00	\$814 in 2023	\$ 990.00	10% Increase
P3340	Recorders Fee - Monthly Meeting	\$ 2,875.00		\$ 3,120.00	\$ 3,756.00		1380	\$ 4,500.00	New Recorder Fee	\$ 4,500.00	
P3350	Legal Fees	\$ 450.00		\$ 4,000.00	\$ 3,200.00		-1500	\$ 2,500.00	License Prep Fees in 2023	\$ 2,500.00	
Publicity/Marketing/Education											
P3410	Brochures	\$ -		\$ -	\$ -		0	\$ -	Skip 2024	\$ 1,500.00	
P3411	Trilways Student Project	\$ -		\$ 200.00	\$ -						
P3420	Trail Promotional Items	\$ -		\$ 500.00	\$ 111.00		500	\$ 1,000.00		\$ -	
P3430	Labor Day Bridge Walk	\$ 577.41		\$ 1,000.00	\$ 1,004.33		0	\$ 1,000.00	Donuts/Signs/Crafts/Supplies	\$ 1,000.00	
P3440	National Trails Day	\$ 203.71		\$ 500.00	\$ -		0	\$ 500.00		\$ 500.00	
P3450	Trail Etiquette Program	\$ -		\$ 150.00	\$ -		300	\$ 450.00	Signage/Program Costs	\$ 500.00	
P3460	Recognition Ceremony/Committee	\$ 63.58		\$ 200.00	\$ 715.94		100	\$ 300.00		\$ 300.00	
P3470	40th Anniversary Celebration/PCT 5k	\$ -		\$ 2,500.00	\$ -		0	\$ 2,500.00		\$ 2,500.00	
P3480	Staff Uniforms/Wearables	\$ -		\$ -	\$ -		750	\$ 750.00	3 Seasons/3 Staff	\$ 750.00	
Administrative Personnel											
P3510	Wages - Manager	\$ 35,469.76		\$ 35,608.00	\$ 26,117.12		-40	\$ 35,568.00	Manager Overlap	\$ 37,344.00	5% Increase
P3511	Longevity Salary - Manager	\$ -		\$ 1,059.00	\$ 1,059.00		-59	\$ 1,000.00		\$ 1,000.00	
P3512	FICA/MESC - Manager	\$ 2,713.46		\$ 2,724.00	\$ 2,078.97		-228	\$ 2,496.00	Based on current %	\$ 2,616.00	
P3520	Wages - Part-Time Administrative Assistant	\$ 9,812.63		\$ 9,641.00	\$ 7,045.22		-281	\$ 9,360.00	Admin Overlap	\$ 9,840.00	5% Increase
P3521	Longevity Salary - Part-Time Administrative Assistant	\$ -		\$ -	\$ -		500	\$ 500.00		\$ 500.00	
P3522	FICA/MESC - Part-Time Administrative Assistant	\$ 750.66		\$ 737.00	\$ 538.96		-77	\$ 660.00	Based on current %	\$ 696.00	
	Final Q4 Costs (Manager, AA, Bike Patrol)	\$ -			\$ 12,266.83						\$ 11,879.29

Trail Projects											
P3610	Signage	\$ 16,975.00		\$ -	\$ -		750	\$ 750.00	Paint Creek Junction Update	\$ -	
P3620	Trail Improvement - South Rochester	\$ -		\$ 1,500.00	\$ 1,500.00		-1500	\$ -		\$ -	
P3630	Property Acquisition Projects	\$ -		\$ -	\$ -		0	\$ -		\$ -	
P3640	Fence & Railing Replacement	\$ -		\$ -	\$ -		0	\$ -		\$ -	
P3650	Document Scanning	\$ -		\$ -	\$ -		0	\$ -	Goals project	\$ 4,500.00	
P3660	PCT Website Redesign	\$ -		\$ 10,000.00	\$ -		0	\$ 10,000.00	2024 project	\$ -	
P3670	Moutrie Pollinator Garden	\$ -		\$ -	\$ 271.03						
Patrol Program											
P3710	Wages - PCTC Bike Patrol	\$ 4,469.70		\$ 5,225.00	\$ 3,134.00		261	\$ 5,486.00	5% Increase	\$ 6,000.00	
P3711	FICA/MESC - Bike Patrol	\$ 341.92		\$ 400.00	\$ 239.78		-16	\$ 384.00		\$ 420.00	
P3720	Contracted Mounted Patrol Services	\$ 3,060.00		\$ 13,575.00	\$ 4,330.44		270	\$ 13,845.00	Year 2/2 Contract	\$ 15,229.00	10% Increase
P3730	Commission Contribution to Bike Patrol Services	\$ -		\$ -	\$ -		0	\$ -		\$ -	
P3740	Bike Patrol Equipment/Misc.	\$ 111.29		\$ 250.00	\$ 146.32		220	\$ 470.00		\$ 500.00	
Printing/Logo Expenses											
P3810	Trail Saleable Items	\$ -		\$ -	\$ -		1000	\$ 1,000.00		\$ 1,000.00	
Miscellaneous/Contingency											
P3910	Transfer to Community Foundation Rochester	\$ -		\$ 4,500.00	\$ 4,500.00		-958	\$ 3,542.00		\$ 4,711.00	
P3920	Transfer to Fund Balance	\$ 2,853.00		\$ 1,790.00	\$ 29,741.37		1310	\$ 3,100.00		\$ 7,000.00	
Total Expense		\$104,952.31		\$ 130,179.00	\$ 125,915.96		1343	\$131,522.00	License Legal Fees/Bench Don	\$ 136,657.00	Doc Scan/Brochure
Net Revenue								\$ -		\$ -	

Special Projects

	Source of Funds	2022		2023	2023 Actual		Diff. 2023/2024	2024 Draft	2024 Notes	2025
Bridge 31.7	CFSEM				\$ 12,116.11					
	Bridge 31.7 TAP Grant							\$721,211.02		
	Bridge 31.7 MNRFT Grant - Match							\$180,302.00		
SE Rochester Property										
	MTGA Donor							\$210,000.00		

2023 Unrestricted Fund Balance \$168,952.00

2024		24-Jan	24-Feb	24-Mar	24-Apr	24-May	24-Jun	24-Jul	24-Aug	24-Sep	24-Oct	24-Nov	24-Dec	TOTAL
Revenue														
Member Unit Contribution for Commission/Office Operations & Staff														
P1100	Rochester	19,288.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,288.00
P1110	Rochester Hills	19,288.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,288.00
P1120	Oakland Township	19,288.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,288.00
P1130	Orion Township	19,288.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,288.00
Member Unit Contribution for Patrol Program based on Comm. Mileage														
P1140	Rochester	1,533.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,533.00
P1150	Rochester Hills	3,284.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,284.00
P1160	Oakland Township	11,836.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,836.00
P1170	Orion Township	2,847.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,847.00
P1200	Interest	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	1,500.00
P1210	MMRMA Asset Distribution	0.00	0.00	0.00	0.00	0.00	0.00	1,700.00	0.00	0.00	0.00	0.00	0.00	1,700.00
P1300	Temporary Permit Fees	10.00	30.00	0.00	0.00	0.00	0.00	0.00	30.00	0.00	0.00	0.00	0.00	70.00
P1310	Transfer from Legal Services (License Fees)	0.00	0.00	19,300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,300.00
P1320	Adopt-A-Trail	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
P1400	National Trails Day Sponsorship	0.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
P1410	Labor Day Bridge Walk Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	750.00	0.00	0.00	0.00	750.00
P1420	Labor Day Bridge Walk Sponsorships	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	0.00	0.00	0.00	0.00	2,500.00
P1430	40th Anniversary Celebration/Sk Event (Registrations)	0.00	500.00	1,000.00	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00
P1440	40th Anniversary Celebration/Sk Event (Sponsorships)	0.00	0.00	1,500.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00
P1450	Trail Brochure Sponsorship (Push to 2025)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
P1500	Trailways Saleable Items	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	900.00	0.00	0.00	0.00	1,000.00
P1600	Miscellaneous/Donationsn (Small Project Fund)	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	300.00
P1610	Bench/Trail Amenity Donations	0.00	0.00	0.00	0.00	0.00	1,250.00	0.00	0.00	0.00	0.00	0.00	0.00	1,250.00
P1700	Transfer from Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
P1800	Program/Project Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Income		96,812.00	680.00	21,950.00	3,650.00	650.00	1,400.00	1,850.00	2,680.00	1,400.00	150.00	150.00	150.00	131,522.00
Expense														
Office														
P3110	Office Furnishings	600.00	200.00	300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,100.00
P3111	Office Materials & Supplies	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	900.00
P3112	Office Operating Expenses	180.00	42.00	42.00	275.00	42.00	42.00	290.00	27.00	40.00	290.00	40.00	290.00	1,600.00
P3113	Office & Trail Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	600.00	600.00
P3114	Postage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	225.00	225.00
P3115	Rent	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,900.00	7,900.00
P3116	Telephone and Computer Network Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	336.00	336.00
P3117	Bench Donations	0.00	0.00	0.00	0.00	0.00	1,250.00	0.00	0.00	0.00	0.00	0.00	0.00	1,250.00
P3118	Restroom Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Staff Travel/Training														
P3210	Travel/Mileage	0.00	0.00	100.00	0.00	0.00	100.00	0.00	100.00	0.00	0.00	0.00	100.00	400.00
P3220	Education/Memberships	0.00	400.00	0.00	0.00	0.00	0.00	0.00	350.00	0.00	0.00	0.00	0.00	750.00
P3230	Per Diems	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,500.00	5,500.00
Insurance/Prof. Services														
P3310	Auditing Fee	0.00	0.00	0.00	0.00	0.00	0.00	4,100.00	0.00	0.00	0.00	0.00	0.00	4,100.00
P3320	Insurance (MMRMA) - Liability	4,300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,300.00
P3330	Accident Fund of America - Worker's Comp.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	900.00	0.00	0.00	0.00	900.00
P3340	Recorders Fee - Monthly Meeting	375.00	375.00	375.00	375.00	375.00	375.00	375.00	375.00	375.00	375.00	375.00	375.00	4,500.00
P3390	Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	0.00	0.00	0.00	2,500.00
Publicity/Marketing/Education														
P3410	Brochures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
P3420	Trail Promotional Items	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
P3430	Labor Day Bridge Walk	0.00	0.00	0.00	0.00	0.00	0.00	100.00	800.00	100.00	0.00	0.00	0.00	1,000.00
P3440	National Trails Day	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
P3450	Trail Etiquette Program	0.00	0.00	0.00	0.00	450.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	450.00
P3460	Recognition Ceremony/Committee	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	300.00
P3470	40th Anniversary Celebration/PCT Sk	0.00	550.00	1,000.00	950.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00
P3480	Staff Uniforms/Wearables	250.00	0.00	0.00	0.00	0.00	0.00	250.00	0.00	0.00	250.00	0.00	0.00	750.00
Administrative Personnel														
P3510	Wages - Manager	2,964.00	2,964.00	2,964.00	2,964.00	2,964.00	2,964.00	2,964.00	2,964.00	2,964.00	2,964.00	2,964.00	2,964.00	35,568.00
P3511	Longevity Salary - Manager	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
P3512	FICA/MESC - Manager	208.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	2,496.00
P3520	Wages - Part-Time Administrative Assistant	780.00	780.00	780.00	780.00	780.00	780.00	780.00	780.00	780.00	780.00	780.00	780.00	9,360.00
P3521	Longevity Salary - Part-Time Administrative Assistant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00	500.00
P3522	FICA/MESC - Part-Time Administrative Assistant	55.00	55.00	55.00	55.00	55.00	55.00	55.00	55.00	55.00	55.00	55.00	55.00	660.00
Trail Projects														
P3610	Signage Project	0.00	0.00	0.00	0.00	0.00	0.00	750.00	0.00	0.00	0.00	0.00	0.00	750.00
P3620	Trail Improvement - South Rochester	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
P3630	Property Acquisition Projects	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
P3640	Fence & Railing Replacement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
P3650	Document Scanning	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
P3660	PCT Website Redesign	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
Patrol Program														
P3710	Wages - PCTC Bike Patrol	0.00	0.00	0.00	0.00	914.00	914.00	914.00	916.00	914.00	914.00	0.00	0.00	5,486.00
P3711	FICA/MESC - Bike Patrol	0.00	0.00	0.00	0.00	64.00	64.00	64.00	64.00	64.00	64.00	0.00	0.00	384.00
P3720	Contracted Mounted Patrol Services	0.00	0.00	0.00	0.00	0.00	2,769.00	2,769.00	2,769.00	2,769.00	2,769.00	0.00	0.00	13,845.00
P3730	Commission Contribution to Bike Patrol Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
P3740	Bike Patrol Equipment/Misc.	0.00	0.00	0.00	0.00	270.00	0.00	0.00	0.00	200.00	0.00	0.00	0.00	470.00
Printing/Logo Expenses														
P3810	Trail Saleable Items	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
Miscellaneous/Contingency														
P3910	Transfer to Community Foundation Rochester	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,542.00	3,542.00
P3920	Transfer to Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	3,100.00
Total Expense		21,812.00	5,674.00	5,924.00	6,707.00	6,222.00	10,121.00	13,719.00	9,508.00	11,969.00	9,269.00	4,522.00	27,975.00	131,522.00
NET		75,000.00	-4,994.00	16,026.00	-3,057.00	-5,572.00	-8,721.00	-11,869.00	-6,828.00	-10,569.00	-9,119.00	-4,372.00	-27,825.00	0.00

		25-Jan	25-Feb	25-Mar	25-Apr	25-May	25-Jun	25-Jul	25-Aug	25-Sep	25-Oct	25-Nov	25-Dec	TOTAL				
Revenue																		
Member Unit Contribution for Commission/Office Operations & Staff																		
P1100	Rochester	19,866.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,866.00				
P1110	Rochester Hills	19,866.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,866.00				
P1120	Oakland Township	19,866.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,866.00				
P1130	Orion Township	19,866.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,866.00				
Member Unit Contribution for Patrol Program based on Comm. Mileage																		
P1140	Rochester	1,686.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,686.00				
P1150	Rochester Hills	3,612.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,612.00				
P1160	Oakland Township	13,019.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,019.00				
P1170	Orion Township	3,131.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,131.00				
P1200	Interest	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	1,500.00				
P1210	MMRMA Asset Distribution	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	0.00	0.00	0.00	0.00	0.00	1,500.00				
P1300	Temporary Permit Fees	10.00	30.00	0.00	0.00	0.00	0.00	0.00	30.00	0.00	0.00	0.00	0.00	70.00				
P1310	Transfer from Legal Services (License Fees)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,600.00	0.00	19,600.00				
P1320	Adopt-A-Trail	0.00	0.00	150.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00				
P1400	National Trails Day Sponsorship	0.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00				
P1410	Labor Day Bridge Walk Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	750.00	0.00	0.00	0.00	750.00				
P1420	Labor Day Bridge Walk Sponsorships	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	0.00	0.00	0.00	0.00	2,500.00				
P1430	40th Anniversary Celebration/Sk Event (Registrations)	0.00	575.00	1,500.00	2,300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,375.00				
P1440	40th Anniversary Celebration/Sk Event (Sponsorships)	0.00	0.00	1,500.00	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00				
P1450	Trail Brochure Sponsorship	0.00	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00				
P1500	Trailways Saleable Items	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
P1600	Miscellaneous/Donations (Small Project Fund)	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	300.00				
P1610	Bench/Trail Amenity Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
P1700	Transfer from Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
P1800	Program/Project Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
Total Income		101,072.00	2,255.00	3,300.00	3,950.00	650.00	150.00	1,650.00	2,680.00	900.00	150.00	19,750.00	150.00	136,657.00				
Expense																		
Office																		
P3110	Office Furnishings	750.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	750.00				
P3111	Office Materials & Supplies	1,050.00	100.00	300.00	100.00	100.00	300.00	100.00	100.00	300.00	100.00	100.00	300.00	2,950.00				
P3112	Office Operating Expenses	180.00	42.00	42.00	275.00	42.00	42.00	290.00	27.00	40.00	290.00	40.00	290.00	1,600.00				
P3113	Office & Trail Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	600.00	600.00				
P3114	Postage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	225.00	225.00				
P3115	Rent	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,200.00	8,200.00				
P3116	Telephone and Computer Network Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	336.00				
P3117	Bench Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
P3118	Restroom Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
Staff Travel/Training																		
P3210	Travel/Mileage	0.00	0.00	100.00	0.00	0.00	100.00	0.00	0.00	100.00	0.00	0.00	100.00	400.00				
P3220	Education/Memberships	400.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00	0.00	0.00	0.00	0.00	800.00				
P3230	Per Diems	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,500.00	5,500.00				
Insurance/Prof. Services																		
P3310	Auditing Fee	0.00	0.00	0.00	0.00	0.00	0.00	4,200.00	0.00	0.00	0.00	0.00	0.00	4,200.00				
P3320	Insurance (MMRMA) - Liability	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,700.00	4,700.00				
P3330	Accident Fund of America - Worker's Comp.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	990.00	0.00	0.00	0.00	990.00				
P3340	Recorders Fee - Monthly Meeting	375.00	375.00	375.00	375.00	375.00	375.00	375.00	375.00	375.00	375.00	375.00	375.00	4,500.00				
P3350	Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	0.00	0.00	0.00	2,500.00				
Publicity/Marketing/Education																		
P3410	Brochures	0.00	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00				
P3420	Trail Promotional Items	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
P3430	Labor Day Bridge Walk	0.00	0.00	0.00	0.00	0.00	0.00	100.00	800.00	100.00	0.00	0.00	0.00	1,000.00				
P3440	National Trails Day	0.00	0.00	0.00	0.00	0.00	900.00	0.00	0.00	0.00	0.00	0.00	0.00	900.00				
P3450	Trail Etiquette Program	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00				
P3460	Recognition Ceremony/Committee	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	300.00				
P3470	PCT Spring Sk	0.00	550.00	1,000.00	950.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00				
P3480	Staff Uniforms/Wearables	250.00	0.00	0.00	0.00	0.00	0.00	250.00	0.00	0.00	250.00	0.00	0.00	750.00				
Administrative Personnel																		
P3510	Wages - Manager	3,112.00	3,112.00	3,112.00	3,112.00	3,112.00	3,112.00	3,112.00	3,112.00	3,112.00	3,112.00	3,112.00	3,112.00	37,344.00				
P3511	Longevity Salary - Manager	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00				
P3512	FICA/MESC - Manager	218.00	218.00	218.00	218.00	218.00	218.00	218.00	218.00	218.00	218.00	218.00	218.00	2,616.00				
P3520	Wages - Part-Time Administrative Assistant	820.00	820.00	820.00	820.00	820.00	820.00	820.00	820.00	820.00	820.00	820.00	820.00	9,840.00				
P3521	Longevity Salary - Part-Time Administrative Assistant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00	500.00				
P3522	FICA/MESC - Part-Time Administrative Assistant	58.00	58.00	58.00	58.00	58.00	58.00	58.00	58.00	58.00	58.00	58.00	58.00	696.00				
Trail Projects																		
P3610	Signage Project	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
P3620	Trail Improvement - South Rochester	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
P3630	Property Acquisition Projects	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
P3640	Fence & Railing Replacement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
P3650	Document Scanning	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,500.00				
P3660	PCT Website Redesign	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
Patrol Program																		
P3710	Wages - PCTC Bike Patrol	0.00	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	0.00	0.00	6,000.00				
P3711	FICA/MESC - Bike Patrol	0.00	0.00	0.00	0.00	70.00	70.00	70.00	70.00	70.00	70.00	0.00	0.00	420.00				
P3720	Contracted Mounted Patrol Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,229.00	15,229.00				
P3730	Commission Contribution to Bike Patrol Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
P3740	Bike Patrol Equipment/Misc.	0.00	0.00	0.00	0.00	270.00	0.00	0.00	0.00	200.00	0.00	0.00	0.00	900.00				

Community Foundation of Greater Rochester

Fund Statement-Non Endowed

December 31, 2023
Paint Creek Trailways

BEGINNING FUND BALANCE	\$5,691.89
Revenue & Additions	
Gifts	\$4,535.00
Interfund Gifts	\$0.00
Dividends	\$272.64
Interest Income on Investments	\$23.62
Realized Gains and Losses	\$840.69
Unrealized Gains and Losses	(\$628.25)
Total Revenue & Additions	\$5,043.70
Expenses & Distributions	
Grants from Income	\$0.00
Interfund Grants	\$0.00
Admin. Fees Charged	\$190.84
Misc. Fund Expenses	\$0.00
Financial Fees	\$21.52
Total Expenses & Distributions	\$212.36
Income Transfers	\$0.00
YTD FUND BALANCE	\$10,523.23

Paint Creek Trailways

Type	Name	Date	Amount
Gift	Paint Creek Trailways Commission	03/02/2023	4,500.00
Gift	Kelvin Emioma	08/21/2023	5.00
Gift	Renee Menker	09/06/2023	10.00
Gift	Gina Amesse	09/22/2023	20.00
Gifts Total			\$4,535.00

2024 Paint Creek Trail Ad-Hoc Committee Descriptions and Vacancies		
Recognition Ad Hoc committee	The Recognition Subcommittee is tasked with the planning and budget for a Recognition Ceremony, recognizing the many who have contributed their time, talent, or financial resources to the trail.	1. Linda Gamage 2. Dave Mabry 3. Steve Sage 4.
Paint Creek Trailways Commission Personnel Ad Hoc committee	The Personnel subcommittee is charged with reviewing job descriptions and conducting employee evaluations/reviews. The Subcommittee makes recommendations to the Commission for employee wages for the upcoming fiscal year. One representative from each member community is required, and historically have been the PCTC officers	1. David Becker 2. Martha Olijnyk 3. David Walker 4.
Development of Property in S.E. Rochester committee	This subcommittee is looking at ways to develop 2 parcels that the PCTC owns in Southeast Rochester. One parcel is ½ acre; the other is approx. 1.4 acres. The properties border the Clinton River Trail and Bloomer Park.	1. David Becker 2. Ken Elwert 3. Linda Gamage 4. Steve Sage
Labor Day Bridge Walk September 2, 2024	Held each year on Labor Day, the walk is our most successful event. Due to parking issues, it's held at the Rochester Municipal Park each year, and we provide two options – a 1-mile walk, or a 5K run on the trail. It's a free, family event. We will need assistance recruiting sponsors and volunteers.	1. Robin Buxar 2. Julia Dalrymple 3. Ken Elwert 4. Martha Olijnyk 5. David Walker
Trail Branding & Signage Ad-Hoc Committee	This committee has been reviewing PCT branding options, brochure updates, map updates, and ideas to increase awareness of the trail.	1. Steve Sage 2. Linda Gamage 3. Martha Olijnyk 4.
Trail improvements/Resurfacing Ad-Hoc Committee	This Committee prioritizes Commission goals and projects. The Commission may decide this committee is not necessary, based on current projects in 2023.	1. David Becker 2. Brian Blust 3. Steve Sage 4. David Walker
Licensing Ad-Hoc Committee	This committee was charged with reviewing the Limited Use Permit process, the Encroachment Policy and Removal Procedures, License Agreements, and proposed easements.	1. Robin Buxar 2. Linda Gamage 3. David Walker 4. Matt Pfeiffer
Paint Creek Trail 40th Anniversary Celebration Committee	This committee will lead planning of the event in honor of the Paint Creek Trail's 40 th anniversary in 2024.	1. Brian Blust 2. Dave Mabry 3. Stan Ford 4. Aaron Whatley/Conner Reiter
Friends of the Paint Creek Trail Ad-Hoc Committee	This committee is charged with strengthening the relationship with the Friends of the Paint Creek Trail and reviewing the Memorandum of Understanding.	1. Robin Buxar 2. Dave Mabry 3. Linda Gamage 4.



MEMO

To: Commissioners, Alternates & Staff
From: Tom Correll, Trail Manager
Subject: 2024 Commission Goals & Objectives.
Date: January 11, 2024

It is time to set our goals for 2024. Listed below is a status report on the Commission's 2023 Goals with their priority as ranked by the Commission last year. Goals are ranked from one to three, with one being the most important. Also listed is the time frame in which the Commission felt the goal should be completed. LT indicates a long-term goal and OG indicates a goal that is ongoing.

Please review the all goals and add any other goals that you would like to see accomplished this year in the blank table at the end of the document.

If you believe a goal should be eliminated, please place an "x" in the priority box. If you believe the timeframe for the goal should be changed, please write the new timeframe in the blank priority box. Additionally, a copy of the Master Plan Action Program and Capital Improvement Schedule follows this document should you wish to include any of those items in the goals for this year.

Additionally, a copy of the Master Plan Action Program and Capital Improvement Schedule can be found at: <https://paintcreektrail.org/wordpress/commission-2/recreation-master-plan/>

2023 Goals

Administrative	Progress	2023 Priority	Timeframe	Commissioner Notes
Continue coordinating assistance with Friends of the Paint Creek Trail (ongoing)	The Friends Subcommittee worked in collaboration with the Friends on a Memorandum of Understanding of Friends and Trail assistance to each other. The MOU is finalized.	1	OG	MOU Complete
Continue Trail etiquette education (ongoing)	Ongoing. Signage will be placed on the trail and in the kiosks to raise awareness about freeze/thaw season etiquette. Posts will also be made on social media about	2	OG	

	this topic. Signs have been placed on the trail and a pinned post is on the Trail's Facebook page regarding this topic. Trail staff plans to reinstall temporary signage on the trail encouraging users to slow down in congested areas and walk, run, & cycle single file.			
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 will be confirming renewals.	2	OG	
Develop a volunteer program to recruit, train to help in the office special projects and special events	TBD	2	OG	Potentially eliminate this
Make presentation at member community City Councils and Township Boards	TBD.	2	OG	Commission members present to corresponding communities.

Master Plan	Progress	2023 Priority	Timeframe	Commissioner Notes
Southeast Rochester Property Development	Trail Manager Ford and Commissioner Gamage met with Andrea LaFontaine, Executive Director at Michigan Trails and Greenways Alliance and the estate attorney for a site visit on November 8 th . The estate attorney approved the site and trail staff are working to get an update cost estimate for the project to him for review. The engineers for the city of Rochester are reviewing the 2019 bid docs and will provide an updated cost estimate once I am able to provide them with additional information from Mannik Smith. I have reached out to Mannik Smith and they will send this material to me by the end of the week. Ford received materials from MSG and sent them to AEW for review. AEW sent updated cost estimates. Trail Manager Correll, along with MTGA met with the donor attorney who approved the project. AEW is beginning to prepare documents for bid.	2	OG	As long as we have an interested party funding it keep it ongoing.

Planning & Development Goals	Progress	2023 Priority	Timeframe	Commissioner Notes
National Trails Day – June 1, 2024	Oakland Township held a ribbon cutting ceremony for Paint Creek Junction with the Trailways Commission as the Commission's 2023 National Trails Day event. 2024 National Trails Day is June 1.	1	OG	
Labor Day Bridge Walk – September 2, 2024	TBD.	1	OG	
Garlic Mustard Workday	OTPRC & Six Rivers Land Conservancy held the 2023 garlic mustard workday on the trail on Tuesday, May 16 from 9 am to 12 pm. They removed many invasives.	3	OG	
Paint Creek Junction	Ribbon cutting took place on June 3, 2023 as part of National Trail Day.	2	Eliminate after Ribbon Cutting Ceremony	
Apply for Pure Michigan Trail designation from the Michigan Department of Natural Resources	Pure Michigan Trail designation approved in April	1	Revisit/eliminate after results of application.	

Policies	Progress	2023 Priority	Timeframe	Commissioner Notes
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 has reviewed bench donations and is considering other options, since the bench program has limited space.	2	1yr to define a program, then OG	

Maintenance and Inspection	Progress	2023 Priority	Timeframe	Commissioner Notes
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. We are beginning to receive complaints about the condition of the trail. I would like to set a date that the communities agree to for when the grading will be completed by. Orion Township completed grading of its section of the trail on May 10 th . All other communities plan to grade the trail as time and staffing allow but do not have set dates yet for when the work will be completed. Grading has been completed in Oakland Township.	2	OG	
Address ADA compliance issues identified in 2020-2024 PCT Recreation Master Plan	TBD	2	1-2 yr	Change to OG

Trail Safety	Progress	2023 Priority	Timeframe	Commissioner Notes
City of Rochester – Bridge 31.7 Replacement	Award notification for both the Community Foundation for Southeast Michigan grant and Oakland County Parks and Recreation Trailways grant program is in April 2022. The city of Rochester received the \$25,000 from Oakland County for this grant. Notification of awards for the CFSEM grant is in late April. A funding proposal will be submitted for this project to Rep. Elissa Slotkin's office as part of the Community Project Funding program. The Trailways Commission received the \$50,000 grant from the Community Foundation for Southeast Michigan for the Bridge 31.7 design engineering. ASTI Environmental performed the mussel recon at the bridge on June 30 th . No mussels were found. The next step is receiving concurrence from the Michigan DNR that the full survey is not needed. Now that the mussel survey has been completed, ASTI will begin the wetland delineation and the rest of the endangered species survey. Trail manager Ford met with the city of Rochester and the engineer from AEW to discuss the bridge project. AEW plans to begin the topographical survey shortly. AEW is currently performing the topographical survey for the project. ASTI Environmental is waiting for AEW to complete the topographical survey and perform a preliminary design for the bridge before it can continue working on the endangered species clearance for the project. The city of Rochester reached out to Trail Manager Ford about an opportunity to apply to the federal DOT bridge investment program for the Bridge 31.7 replacement project. Rochester is working with AEW to get the application complete as it is due on September 8 th and most of the information required is from engineering. PCTC will provide a	1	2 yr	

	<p>letter of support. Rochester has a call into the BIP office to confirm eligibility. The city/Trail is ineligible to apply to the federal DOT bridge investment program as the bridge is not part of a highway project. A memo is included in your packet outlining the various grant opportunities trail staff is considering to fund the construction of Bridge 31.7. AEW is confirming the span based on the proposed waterway opening as part of its hydraulic analysis. Soil borings have been drilled, and AEW is awaiting geotech report assessing the soil conditions and foundation recommendations. Foundation alternatives are being evaluated and will be confirmed based on scour depth analysis and bearing pressures provided in geotech report. Specifications for the prefabricated truss bridge structure are being developed following the 33.7 bridge replacement project criteria and our discussions. Trail Manager Ford will submit pre-proposal for Fisheries Habitat grant on November 18th and the Spark grant application on December 19th. Pre-proposal for Fisheries Habitat grant submitted. DNR will notify if PCTC has been selected to submit a full application on Dec. 19. Draft application for Spark grant has been posted on PCT & city of Rochester website, PCT and Friends Facebook pages, and hard copies are available at PCT office and Rochester City Hall for public review. AEW has completed a structure plan and elevations and topographical survey for the bridge.</p> <p>Grants from both MDOT and MNRTF have been awarded for a over \$1million in funding. Meetings with AEW and city of Rochester to determine next steps are being scheduled, with a grading inspection next in the process.</p>			
Road Crossing improvements – work with RCOC on Adams Rd. crossing	Ongoing. Continue working with RCOC for improvements at our crossings.	2	OG	Change timeframe

Long Term Goals	Progress	2023 Priority	Timeframe	Commissioner Notes
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. Follow-up on agreement with the village to remove snow from the paved section of the trail is needed.	2	OG	
Connections to Bald Mountain State Park	In progress, construction likely in 2025, late 2024 at earliest	1	OG	
Ensure focus on keeping the trail a “Natural Beauty Trail”.	Ongoing	1	OG	

Additional Goals	Progress	2023 Priority	Timeframe	Commissioner Notes
User survey of trail use	TBD	1	OG	Complete every 2yrs
Upgrade Trail website and develop Technology Plan	TBD	1	1 yr	Change timeframe
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	

[illegible]



MEMO

To: Commissioners, Alternates and Staff

From: Tom Correll, Trail Manager

Subject: January Manager's Report

Date: January 10th, 2024

Complaints/Vandalism/Feedback

- An additional complaint of 'human waste' has been reported on the trail on 1/12/24, from a new source. A detailed document with pictures and timeline has been emailed. Trail Manager Correll has reported this incident to the Oakland County substation, and is preparing a trail cam to deter or attempt to identify the individual.

Repairs & Maintenance

- Trail Flooding – Some reports of trail flooding with snow melt on the trail near the Rochester river walk connector. Has been reported to City of Rochester. See picture below:



Medical Emergencies/Police/Fire Calls on the Trail

- I am unaware of any emergencies on the trail.

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)

Commission Ad-Hoc Committee Assignments

Recognition Ad Hoc committee	Gamage, Mabry, Sage
Personnel Ad Hoc committee	Becker, Olijnyk, Walker
SE Rochester Property Ad Hoc committee	Becker, Elwert, Gamage, Sage
Labor Day Bridge Walk (Sept 2) 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 th Anniversary Celebration Ad Hoc committee	Blust, Mabry, Ford, Whatley
Friends of Paint Creek Trail Ad Hoc committee	Buxar, Gamage, Mabry

2023 Goals

<u>Goals</u>	<u>Progress</u>	<u>Timeframe</u>
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. 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.	Complete by 2025
Upgrade Trail Website	RFP is in draft, preparing to go out to bid	1 year
Update Licensing Agreements	See Update in packet	1 year

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). Trail Manager Correll met with Friends on 5/18 for introduction, explanation of MoU, goals, etc.	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. Updated signs have been placed on trail	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 took place to confirm commitment to project	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

Maintenance and Inspection	Progress	2023 Priority	Timeframe
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 Accessibility Assessments – National Center on Accessibility (ncaonline.org) for guidance and planning and are waiting to hear back	2	1-2 yr

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

Long Term Goals	Progress	2023 Priority	Timeframe
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. 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	2	OG

	include snow removal. The Village have offered to “contract” for the service to remove 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.		
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

Additional Goals	Progress	2023 Priority	Timeframe
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