



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

# Paint Creek Trailways Commission Meeting

Tuesday, February 20<sup>th</sup>, 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, January 16<sup>th</sup>, 2024
  - b. Treasurers Report – January 2024
6. **Approval of Invoices**
7. **Memo/Discussion:** Village of Lake Orion – Maintenance/Snow Removal
8. **Update:** Bridge 31.7 Timeline
9. **Discussion/Direction:** PCTC Fund Investment Options
10. **Memo/Discussion:** 2024 Goals
11. **Manager's Report**
12. **Commissioner Reports**
13. **Adjournment of Regular Meeting**

## **Next Regular Meeting:**

March 19, 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  
January 16, 2024 Regular Meeting Draft Minutes  
January 2024 Treasurer's Report  
Memo: Village of Lake Orion – Maintenance/Snow Removal  
March 2023 Meeting Minutes  
Lake Orion License Agreement – Maintenance Req  
Interlocal Agreement w. Orion Township  
ROU Maintenance/In-Kind  
Memo: PCTC Fund Investment Options  
Memo: 2024 Goals & Objectives  
2024 Paint Creek Trailways Commission Operations Budget  
Ad-Hoc Committee Descriptions  
February 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 February 20, 2024**

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Agenda**
4. **Public Comment**
5. **Consent Agenda:**
  - a. Minutes: January 16, 2024
  - b. Treasurers Report – January 2024
6. **Approval of Invoices**
7. **Memo/Discussion:** Village of Lake Orion – Maintenance/Snow Removal  
**Summary:** A memo is included in your packet  
**Desired Action:** Discussion/Direction  
**Budget Impact:** TBD
8. **Update:** Bridge 31.7 Timeline  
**Summary:** Trail Manager Correll will update the commission on the timeline for the Bridge 31.7 project  
**Desired Action:** Discussion  
**Budget Impact:** NA
9. **Memo/Update:** Paint Creek Trailways Commission Fund Investment Options  
**Summary:** A memo is provided in your packet  
**Desired Action:** Discussion/Direction  
**Budget Impact:** TBD
10. **Memo/Discussion:** 2024 Goals  
**Summary:** An updated goals list from 2023 with commissioner input has been provided in your packet. Commission will engage in a discussion of updated goals for 2024.  
**Desired Action:** Discussion/Direction  
**Budget Impact:** TBD
11. **Manager's Report:** Included in your packet
12. **Commissioner Reports**
13. **Adjournment of Regular Meeting**

### **Next Regular Meeting:**

March 19<sup>th</sup>, 2024 – Paint Creek Cider Mill, 4480 Orion Rd, Rochester, MI 48306

PAINT CREEK TRAILWAYS COMMISSION

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

January 16, 2024

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

**Paint Creek Cider Mill**

**4480 Orion Road, Rochester, MI 48306**

The January 16, 2024, meeting of the Paint Creek Trailways Commission was called to order at 7:00 p.m. in the main conference room of the Paint Creek Cider Mill.

**ATTENDANCE**

**PRESENT**

Voting Members:

Steve Sage (R), Chairperson  
David Walker (RH), Vice-Chairperson  
Brian Blust (Oakland), Treasurer  
Robin Buxar (Oakland)  
Conner Reiter (Orion)  
Linda Gamage (R)  
Ken Elwert (RH)

Voting Alternates: None

A QUORUM WAS PRESENT.

Non-Voting Alternates: David Becker (R)

Staff: Tom Correll, Trail Manager  
Nicole Sands, Administrative Assistant

PAINT CREEK TRAILWAYS COMMISSION

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**ABSENT**

Voting Members: Julia Dalrymple (Orion), Secretary

Alternates: David Mabry (Oakland), Martha Olijnyk (Oakland), Matt Pfeiffer (Orion), Aaron Whatley (Orion), Ann Peterson (R), Russell George (RH), Carol Morlan (RH)

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

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

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

**PLEDGE OF ALLEGIANCE**

Chairperson Sage 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 BLUST, SECONDED BY BUXAR, 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 December 19, 2023, meeting of the Paint Creek Trailways Commission, and (b) Treasurer's Report for December 2023.

Vice-Chairperson Walker pointed out that in the minutes, the attendance does not reflect that Alternate Carol Morlan was absent.

MOVED BY WALKER, SECONDED BY BUXAR, to approve the Consent Agenda as presented, specifically to approve and file the minutes of the December 19, 2023, meeting of the Paint Creek Trailways Commission with the correction that the attendance should reflect that Alternate Carol Morlan was absent, and to receive and file the Treasurer's Report for December 2023.

MOTION CARRIED.

### **APPROVAL OF INVOICES**

Trail Manager Correll and the Commissioners reviewed the list of invoices dated January 16, 2024.

MOVED BY ELWERT, SECONDED BY BUXAR, to approve payment of the invoices as presented.

AYES: Blust, Buxar, Reiter, Gamage, Sage, Elwert, Walker

NAYS: None

MOTION CARRIED.

### **LICENSE AGREEMENTS, 2024**

The attorney has forwarded a number of draft license agreements for the Licensing Committee's review, including agreements for Upton Licensing LLC, DTE Energy, Michigan Consolidated Gas Company, International Transmission Company, and Solaronics.

#### **Solaronics**

Trail Manager Correll said the attorney would like a better status of the current use of this property. Further, the attorney would like to know what the Commission's longterm goal is with respect to this license agreement, and how we would like to proceed.

Commissioner Gamage said she feels it is in the best interest of the Paint Creek Trail to discontinue license agreements as time and circumstances allow in order to regain the Trailways property for Trailways purposes. The Commissioners considered the current license agreements and the proposed license agreements. They also discussed how we can discontinue them. After further discussion, the informal consensus was that the Commission would like to see these areas returned to park use.

Commissioner Elwert inquired about the revenue that the Trailways Commission receives from the license agreements, which varies.

The conversation returned to Solaronics, and the Commissioners agreed that we need to obtain a better understanding of how the property is currently being used by the licensee. Given that the Commissioners would ultimately like to discontinue license agreements, Chairperson Sage suggested that the attorney should advise us of what our options are and what potential outcomes might be.

Vice-Chairperson Walker asked that Alternate Commissioner Olijnyk be copied on all correspondence regarding license agreements as she has been involved with these matters in the past.

**Sunoco/Sunpipe**

Trail Manager Correll said an invoice was sent to Sunoco/Sunpipe, but there does not appear to be a license agreement in place. Commissioners Buxar, Gamage and Walker, all of whom are members of the Licensing Committee, asked that our attorney draft an agreement in this regard.

Vice-Chairperson Walker again asked that Alternate Commissioner Olijnyk be copied on this correspondence.

**BALD MOUNTAIN RECREATION AREA BRIDGE TO TRAILWAY**

Manager Correll reported that the MDNR is currently updating plans for this project to include in their bid packet. They anticipate construction to begin either in late 2024 or early 2025.

The MDNR has confirmed that bollards will be included in the construction documents.

They have completed some clearing of trees across the creek, on Bald Mountain State Recreation Area property, which is visible from the Paint Creek Trailway.

Finally, Manager Correll reported that he was in touch with the new MDNR contract, Ms. Sage Hegdal, who will be assisting with the agreement. The MDNR will obtain an easement for constructing and maintaining the bridge within the Paint Creek Trail right-of-way. Ms. Hegdal asked if the Trailways Commission needs any additional agreement with them; the Commissioners discussed that we should have an agreement that addresses concerns items such as maintenance, restoration of any damage from construction, and restoration of any erosion.

Commissioner Becker shared thoughts on bollards. He recalled that years ago the Trailways had bollards at all road crossings to help prevent unauthorized access by motorized vehicles. However, the bollards were later removed because there were concerns that inattentive bicyclists might hit the bollards. The Commissioners discussed the pros and cons of bollards, specifically for the proposed application where people will be going from the connector bridge to the Trailway. They felt that this is a tight area, and we want to encourage trail users to get off their bicycles and not simply ride into a traffic pattern.

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

Manager Correll will meet next week with a representative from the engineering firm Anderson, Eckstein and Westrick to go over the next steps for this project, which includes the grading inspection. He also hopes to obtain an updated cost estimate. The current projected cost estimate is \$980,000 (\$910,000 for the bridge, and \$79,000 for engineering and

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contingency costs). We have been successful in obtaining recommendations for grants for this project in the amount of just over one million dollars.

### **PAINT CREEK TRAILWAYS COMMISSION FUND: INVESTMENT OPTIONS**

Manager Correll met with a representative from Flagstar Bank's governmental banking department. He shared information on three options for managing Paint Creek Trailways monies. Treasurer Blust said he would like to work with Manager Correll to look into this matter further, and he will return to the Commission at the February meeting with a recommendation.

In the meantime, Treasurer Blust suggested that we place a certain sum of money in a checking account, and place the remainder in a Government Premier Savings Account, which will pay a higher interest rate.

MOVED BY ELWERT, SECONDED BY GAMAGE, to place \$50,000 in a checking account, and the remainder in a Government Premier Savings Account, with the understanding that the Commission will revisit this matter at the February 2024 meeting.

AYES: Blust, Buxar, Reiter, Gamage, Sage, Elwert, Walker

NAYS: None

MOTION CARRIED.

### **PAINT CREEK TRAILWAYS FISCAL YEAR 2023 FINAL AMENDED BUDGET**

Manager Correll reviewed the final figures for the 2023 actual budget, as had been discussed at the December meeting. The Commissioners accepted the actual 2023 final budget as presented this evening.

He also shared a spreadsheet showing actual expenses, month by month. Manager Correll said he plans to keep this updated, which will help keep the Commission apprised of year-to-date expenditures relative to budgeted amounts.

The Commissioners again thanked Manager Correll for all he has done to provide greater detail with the budget.

### **AD HOC COMMITTEES, 2024**

The Commissioners reviewed the list of committees for 2024. They concurred that at this time there is no need to delete any committee, but agreed that they should add a Bridge 31.7 Renovation Committee.

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MOVED BY ELWERT, SECONDED BY GAMAGE, to create a new Bridge 31.7 Renovation Committee.

MOTION CARRIED.

The Commissioners then discussed membership on the various committees. Commissioner Sage will step down from the Recognition Committee, and Commissioners Buxar and Reiter will join this committee.

The Paint Creek Trailways Commission Personnel Committee has traditionally had the Commission's officers as its members. Therefore, the new members of this committee should be Commissioners Sage, Walker, Blust and Dalrymple.

Regarding the Trail Branding and Signage Committee, the Commissioners agreed to ask Commissioner Olijnyk whether or not she wishes to remain on this committee.

The Commissioners would like to add Commissioner Olijnyk to the Licensing Committee if she is willing, and Commissioner Buxar asked to step down from this committee.

Finally, Commissioners Elwert and Sage agreed to serve on the Bridge 31.7 Renovation Committee.

MOVED BY BUXAR, SECONDED BY GAMAGE, to continue with the following committees and membership for 2024:

Recognition Committee – Robin Buxar, Linda Gamage, David Mabry, Conner Reiter.

Personnel Committee – Brian Blust, Julia Dalrymple, Steve Sage, David Walker.

Development of Property in Southeast Rochester Committee – David Becker, Ken Elwert, Linda Gamage, Steve Sage.

Labor Day Bridge Walk Committee – Robin Buxar, Julia Dalrymple, Ken Elwert, Martha Olijnyk, David Walker.

Trail Branding and Signage Committee – Linda Gamage, Martha Olijnyk (if she is willing to continue in this capacity), Steve Sage.

Trail Improvements/Resurfacing Committee – David Becker, Brian Blust, Steve Sage, David Walker.

Licensing Committee – Linda Gamage, Martha Olijnyk (If she is willing to serve in this capacity), Matt Pfeiffer, David Walker.

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Paint Creek Trail 40<sup>th</sup> Anniversary Celebration Committee – Brian Blust, Stanley Ford, Dave Mabry, and either Aaron Whatley or Conner Reiter.

Friends of the Paint Creek Trail Committee – Robin Buxar, Linda Gamage, Dave Mabry.

Bridge 31.7 Renovation Committee – Ken Elwert, Steve Sage.

MOTION CARRIED.

### **PAINT CREEK TRAILWAYS COMMISSION: 2024 GOALS**

The Commissioners briefly reviewed the list of goals that they adopted for 2023. Manager Correll added notes to this list, providing detail on the priority listed for each goal, the status of the goals, whether each is a longterm goal or ongoing project, etc.

Manager Correll asked the Commissioners to consider the list prior to the February meeting and email him with their prioritized ranking of the goals, as well as any comments. He will then compile this input. At the February meeting, the Commissioners will then review these results, determine if any goals should be added or eliminated, decide on their priority, etc.

Commissioner Gamage asked Trail Manager Correll for his input. Manager Correll responded that he expects the majority of his time will be spent working on the project to develop property in Southeast Rochester, the Bridge 31.7 Renovation project, and the 40<sup>th</sup> Anniversary celebration. As his background is in event planning and education, he would like to incorporate some goals in these areas. Manager Correll said he will share more with the Commission at the February meeting.

### **MANAGER'S REPORTS**

Manager Correll reviewed his memorandum of January 10<sup>th</sup>.

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

##### **Complaint of "Human Waste" Along Trail**

There has been an additional complaint of "human waste" along the Trail, this time from a different person. That person provided Manager Correll with a detailed timeline, including photographs. Given the availability of this new information, and that the person expressed safety concerns, Manager Correll reported this incident to the Oakland County Sheriff's Department.

Commissioner Becker suggested that a laboratory should be able to examine the feces and determine whether or not this is in fact human waste (as opposed to waste from an animal such as a dog or racoon). Manager Correll said the most recent report included images of

human footprints in the snow leading to and at the site, so it would appear that this is in fact human waste.

Staff will install trail cameras in an attempt to learn more.

### **Repairs and Maintenance**

#### **Flooding Across Trail**

As the snow has been melting from our recent storms, there has been flooding across the Trail near the Rochester river walk connector.

#### **Trail Cleanup After Recent Storm**

There is a lot of debris that has fallen along the Trail following the recent winter storm. Manager Correll will inquire with the local municipalities to learn their anticipated schedule for Trail cleanup.

Commissioner Reiter acknowledged that there are many branches, etc. down across the Trail in Orion Township, and their maintenance department will be working to clean this up.

### **Follow Up**

#### **Encroachments**

There is a new encroachment along the Trail, again in Oakland Township. Just south of the Adams Road crossing, a homeowner has constructed a stairway leading to the Trail. Manager Correll sent the homeowner a letter via certified mail in this regard.

Manager Correll said he also sent letters via certified mail to the two homeowners regarding the encroachment that has been of concern for several months now.

Commissioner Buxar suggested that, in the spirit of educating our Trail neighbors, we might consider putting something on our website about encroachments. Along these lines, Commissioner Gamage added that we might create a “Frequently Asked Questions” article that could educate regarding Trail etiquette, encroachments, what the Paint Creek Trailways Commission does, etc.

#### **Website Design**

Manager Correll met with Julie Schoenherr, the person with Oakland Township who is managing their website design project. The Trailways Commission’s Request for Proposal is currently in a draft form. Commissioner Buxar invited Manager Correll to again speak with Ms. Schoenherr, as Oakland Township has its Request for Proposal out to solicit quotes.

**TREASURER BLUST'S REPORT**

**40<sup>th</sup> Anniversary Celebration**

Treasurer Blust said our 40<sup>th</sup> Anniversary Celebration event is only a few months away, so this committee will be hard at work finalizing plans. He thanked Alternate Stanley Ford from the Village of Lake Orion for being very helpful with planning.

Commissioner Blust will be contacting the various member municipalities to obtain information, photographs, maps, etc. regarding the history of what is now the Paint Creek Trail. He would like to prepare informational materials that we can place on display at this and future events.

**ADJOURNMENT**

MOVED BY BUXAR, SECONDED BY GAMAGE, there being no further business before the Commission, to adjourn the meeting at 8:18 p.m.

MOTION CARRIED.

Respectfully submitted,

Ingrid R. Kliffel  
Recording Secretary

Approved,

Julia Dalrymple  
Secretary

Approved,

Tom Correll  
Trail Manager

# Paint Creek Trailways Commission Treasurer's Report - Flagstar Bank January 2024

<b>Balance: 31-Dec-23</b>			
Checking Balance	\$	190,540.09	
Outstanding Checks (3706, 3711, 3714, 3723, 3727,3640, 3807)	\$	9,451.45	
<b>TRAILWAYS COMMISSION BALANCE</b>			<b>\$ 181,088.64</b>
<b>Revenues:</b>			
Interest Income--January 2024	\$	152.98	
<b>Total Revenues</b>	<b>\$</b>	<b>152.98</b>	
			<b>\$ 181,241.62</b>
<b>Expenditures:</b>			
3809-4th Quarter 2023 Wages/FICA	\$	12,266.83	
3812-Ingrid Kliffel Records Fee - Regular Meeting December 19, 2023	\$	364.50	
3733-Rosati, Schultz, Joppich & Amtscuechler, P.C.-Legal Fees Thru Dec 2023	\$	987.50	
<b>Total Expenditures</b>	<b>\$</b>	<b>13,618.83</b>	
			<b>\$ 167,622.79</b>
<b>Balance: 31-Jan-24</b>			
Checking Balance		168,038.24	
Outstanding Checks (3640, 3807)	\$	415.45	
<b>TRAILWAYS COMMISSION BALANCE</b>			<b>\$ 167,622.79</b>

Signed E \_\_\_\_\_  
Trailways Commission Treasurer

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

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

\_\_\_\_\_



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## **MEMO**

To: Commissioners, Alternates, & Staff  
From: Tom Correll, Trail Manager  
Subject: Village of Lake Orion Trail Maintenance & Snow Removal  
Date: February 8, 2024

There is an ongoing issue regarding snow removal in a section of the trail in the Village of Lake Orion.

The trail is essentially broken into two sections within the Village boundary. The southern section begins at the Village/Township border near Newton Ct, leading to the crossing at Atwater Street. This section is PCTC property and is maintained by the Village with assistance from Orion Township. From that southern boundary line, ~0.2 miles is unpaved. The trail becomes paved near the side street Village Ct, leading to Atwater, for another ~0.2 miles. A map is included in your packet.

Last year in March, Trail Manager Ford received a complaint from a citizen who claimed we were violating ADA regulations by not plowing snow on the paved section. The PCTC currently takes the stance that this section is not plowed because it is to remain 'natural' during the winter, as is the rest of the trail. This was brought up at the March 2023 meeting and some of the commission felt we were exempt from that ruling due to our trail status. Unfortunately, our attorney could not find any existing case study to confirm this. No official complaint was filed and no further action was taken. See March 2023 minutes, page 6, included in packet.

Near the end of January 2024, we received another complaint, I believe from the same citizen. She demanded that we clear the snow within 24 hours or she would file a complaint with ADA. For a variety of reasons, the Village DPW was not able to fulfill this request. There is a question of liability and resources, not to mention the short notice and manpower. I communicated with the citizen, who lives in the condo complex parallel to the trail, that we were unable to remove snow and that a recommended route would be to use sidewalks plowed by Atwater Commons to the sidewalk parallel to Atwater Street, which the Village DPW does maintain. She was unhappy with this outcome and again threatened legal action and that we were in violation of ADA regulations.

I requested a meeting with the village DPW and the PCT and our respective attorneys, to work out a cost and contract for plowing snow from this section moving forward. This was simply to determine a cost and present to the commission as an option. The DPW responded that they are currently stretched thin and not interested in taking on that task for the foreseeable future. They recommended we reach out to a different company for this service. I have contacted the condo complex to reach out to their snow removal vendor, and a second company. I hope to have quotes at Tuesdays meeting.

As it stands, we have several options:

1. Continue as-is and not remove any snow under the assumption we have no legal obligation or liability concerns due to our trail status.
2. Spend funds to have the attorney determine our legal obligation/liability in order to make a decision.
3. Research costs to contract with a non-village snow removal service
4. Continue legal negotiations with the village to determine if they have an obligation to remove snow due to our existing maintenance agreements.

I have included several documents for review in your packet. Please be prepared for discussion at our upcoming meeting.

Pertinent documents include:

- March 23 PCTC Meeting Minutes
- License Agreement – May 2019 between Village of Lake Orion, Village of Lake Orion DDA, and Paint Creek Trailways Commission
- Updated Interlocal Agreement between Orion Township and the Village of Lake Orion
- Reaffirmation of Understanding Maintenance Agreement/In-Kind Services



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**REGULAR MEETING of the PAINT CREEK TRAILWAYS COMMISSION**  
**Paint Creek Cider Mill**  
**4480 Orion Road, Rochester, MI 48306**

**CALL TO ORDER:** The Tuesday, March 21, 2023 Regular Meeting was called to order by Chairperson Olijnyk at 7:05 p.m.

**Voting Members Present:** Brian Blust, Julia Dalrymple, Ken Elwert, Patrick Ross, Steve Sage, David Walker

**Voting Alternates Present:** David Becker, Dave Mabry

**Non-Voting Alternates Present:** Carol Morlan, Martha Olijnyk, Matt Pfeiffer

**Voting Members Absent:** Robin Buxar, Linda Gamage

**Alternates Absent:** Russell George, Ann Peterson, Aaron Whatley

**Village of Lake Orion Non-Voting Member Absent:** Jason Peltier

**Village of Lake Orion Non-Voting Alternate Absent:** Jerry Narsh

**Others Present:** Melissa Ford, Trail Manager, Louis Carrio, Friends of the Paint Creek Trail, Sandi DiSipio, Recording Secretary

**PLEDGE OF ALLEGIANCE:** All rose and recited the Pledge.

**APPROVAL OF AGENDA:**

**MOTION** by Walker, seconded by Dalrymple, ***Moved***, to approve the March 21, 2023 agenda as presented.

Ayes: All      Nays: None

**MOTION CARRIED.**

**PUBLIC COMMENT:** Ms. Stephanie Burdo Smith, 4588 Ludlow, came forward, said she's representing Rochester Community Schools PTA Green Committee, and is looking to help with a litter cleanup on the trail. She asked what the process is as a permit is required and wasn't sure if they qualified because it's a community service event. The Committee thought that Earth Day would be a day of service for the PTA – they want to clean up the school yards, but also wanted to have another area to clean up. The Commission thanked her for this effort and asked that she coordinate efforts with Ms. Ford. Ms. Ford said they would need to sign a liability waiver to conduct a cleanup, and asked for her email contact information. There are Adopt-A-Trail groups that are planning a spring cleanup the weekend of Earth Day, so we could see if one of those groups would like to partner with the PTA group. Mr. Carrio mentioned the Friends Group cleans up the section of the trail near Kings Cove, and said Ms. Burdo Smith's group would be welcome to work with their group.

**CONSENT AGENDA:**

- a. Minutes – February 21, 2023 Regular Meeting, approve and file
- b. Treasurers Report – February 2023, receive and file

**MOTION** by Elwert, seconded by Sage, **Moved**, to approve the Consent Agenda as presented.

Ayes: All      Nays: None

**MOTION CARRIED.**

**APPROVAL OF INVOICES:** Ms. Ford presented the list of invoices totaling \$1,332.44. In addition to the recorder's fee for two meetings, this amount includes credit card charges for GoToMeeting monthly fee, certified mail for the TAP public hearing and to Dillman Upton & Rochester's City Manager, and plaques for the new commissioner; reimbursement to Rochester for Bridge 31.7 engineering review fees, the cost of the TAP public hearing notice advertised in the Orion Review Newspaper, and the MNRTF public hearing notice advertised in the Rochester Post, legal fees for review of Dillman Upton correspondence, and payment to the State of Michigan for a certified copy of our Intergovernmental Agreement. Estimated unrestricted fund balance is \$93,000.

**MOTION** by Becker, seconded by Blust, **Moved**, that the invoices presented for payment are approved as presented in the amount of \$1,332.44 and orders be drawn for payment.

**Roll Call Vote:**

Ayes: Becker, Blust, Dalrymple, Elwert, Mabry, Ross, Sage, Walker

Nays: None

**MOTION CARRIED.**

**DISCUSSION: Presentation of Preliminary Design for Paint Creek Trail Bridge 31.7**

**Renovation:** Ms. Ford said the Commission received the preliminary plans and special provisions via email on Saturday; copies are also available tonight. Ms. Aseel Putros from AEW is present to talk about the plans and answer any questions. Ms. Putros came forward, introduced herself and said the plans are about 85% complete, they are still working on finalizing a few items and indicated the plans will be completed within a month. The plans show the existing condition of the bridge, its size is 12' wide and 43' long with severe deterioration with the piers and abutments, which is why it is being replaced. The new bridge is pre-fabricated steel that will be 14' wide and 70' long, so it's wider and longer than what exists. There are two sets of existing stairs, one on the north and one on the south; because the new bridge will be larger, these stairs will not line up with it and need to be removed and replaced. The plans show the northeast corner stairs leading to Dinosaur Hill will be replaced, but replacement of the southwest stairs is not indicated. If the Commission desires replacement of the south stairs, AEW needs to be told so, because discussion did not affirm this. Ms. Ford said the discussion was if we could get the two sets of stairs replaced, we'd like two; but if we have to choose one, the stairs to Dinosaur Hill are more important. The southwest stairs are for fishing access, and because you can wade through the creek very easily there – there is access from the northeast stairs. Ms. Putros continued stating the bridge itself and the trail connection will be ADA accessible with no ramps, and a handrail will be added along the bridge railing to allow handicapped individuals to get up if they can to view the river. Ms. Ford explained this request came out of the ADA workshop. Ms. Putros indicated the trail will be shut down from Ludlow to the bridge, and a re-route is planned for trail users using the Woodward sidewalk to North Hill, then to Dinosaur Hill to get back to the trail. AEW is working to finalize the EGLE permit, how the bridge will impact the floodplain. Ms. Putros explained the new bridge is improving the area; the existing bridge and abutments are in the channel - the abutments for the new bridge will be placed further out to allow better flow of the river and minimize erosion in the future. Ms. Putros asked for questions. Mr. Elwert appreciates the cost estimate breakout, and is curious why there's no contingency listed. Ms. Putros explained a 5-10% contingency is built into cost. Mr. Becker asked how long the trail will be closed for the project. Ms. Putros responded three to four months, exactly when will be determined when the grants are finalized. Mr. Elwert asked the status of the possible historic designation and how that will affect the process. Ms. Ford explained AEW is in the loop on this issue, and she should know next week one way or the other regarding historic designation eligibility. Ms. Ford indicated a consultant was hired using extra grant money not used for the mussel survey – she got permission from the County to use that money towards hiring the cultural

resource consultant and the archeologist. The consultant had to contact the SHPO historian, they've already been out to the bridge, and should let us know about eligibility next week. The TAP grant needs this information next week, or it will push this project out to the next funding cycle. This might change the entire project. Mr. Walker commented there was dialogue at the ADA workshop about getting on and off the bridge as the rendering displayed showed a cement edge. Ms. Putros said there is a concrete abutment at the end of the bridge on both sides with a geo tech style fabric underneath the gravel on the trail which locks the stone into the fabric so there won't be any flooding. There isn't much runoff due to the grade in the area. Mr. Walker said the concern was if someone on a wheelchair comes up the concrete abutment, there's not a curb or edge they could be caught on. Ms. Putros explained this is what is shown on the unfinished plans; when Mr. Zauel, the engineer returns from vacation, Ms. Putros will discuss other options with him. Mr. Walker mentioned the Bald Mountain bridge and that the DNR had a viable solution for access to that bridge; a cement apron that tapered into the gravel for a smooth transition that would never create an edge. Ms. Ford will share the Bald Mountain bridge plans with AEW. Mr. Blust likes the overall aesthetics of the bridge and asked if the city of Rochester has reviewed the plans. Ms. Putros said she will share the plans with Rochester once they are finalized. Mr. Becker feels the planned detour is unrealistic and too long, and wonders if there is a possibility to route people through the apartment complex instead. Ms. Putros will explore this option, but needs to ascertain if the sidewalk is private as they try to use public walkways for re-routes. The Commission thanked Ms. Putros for coming and she said she will be here for the Southeast Rochester property discussion.

**PUBLIC HEARING: Michigan Natural Resources Trust Fund (MNRTF) Grant**

**Application TF23-0002 – Paint Creek Trail Bridge 31.7 Renovation:** Chairperson Olijnyk stated this is a public hearing for the Michigan Natural Resources Trust Fund Grant Application to hopefully obtain funds for the Bridge 31.7 Renovation. As part of the application, a public hearing is required for any comments. **The public hearing was opened at 7:29 p.m.** Ms. Olijnyk added notice of the public hearing was advertised in the Lake Orion Review and the Rochester Post. This notice, application and supplemental information was also posted on the Commission's website and social media; and for review at the Trail Office and Rochester City Hall. Chair Olijnyk asked for any comments. No comments were heard. **The public hearing was closed at 7:31 p.m.**

**APPROVAL: Resolution #2023-002 – Resolution of Authorization – Paint Creek Trailways Commission Application to the Michigan Natural Resources Trust Fund:** Ms. Ford explained a new resolution was handed out tonight and is different from the one in the packet as the cost estimate has changed. The new cost estimate also includes \$5,000 in permit fees and \$300 for a Trust Fund recognition sign.

**MOTION** by Becker, seconded by Elwert, *Moved*, to accept and approve Resolution #2023-002 as presented.

**Resolution #2023-002 – Resolution of Authorization – Paint Creek Trailways Commission Application to the Michigan Natural Resources Trust Fund**

WHEREAS, the Paint Creek Trailways Commission, an intergovernmental agency, owns, manages, and operates the 8.9-mile Paint Creek Trail in Oakland County, Michigan; and

WHEREAS, the Paint Creek Trailways Commission supports the submission of an application titled "Paint Creek Trail Bridge 31.7 Renovation" to the Michigan Natural Resources Trust Fund, for the development of a 70' long pedestrian bridge between Ludlow Avenue and Tienken Road in Rochester, Michigan; and

WHEREAS, the location of the proposed project is within the jurisdiction of the Paint Creek Trailways Commission; and

WHEREAS, the proposed project, if completed, will be a benefit to the community and the thousands of trail users annually; and

WHEREAS, the proposed development application is supported by the approved 2020-2024 Paint Creek Trail Recreation Master Plan and the city of Rochester's 2019-2023 Parks & Recreation Master Plan; and

WHEREAS, the city of Rochester has made a financial commitment to the project in the amount of \$191,760; and

WHEREAS, if the grant is awarded to the Paint Creek Trailways Commission, we commit the donated amount of \$191,760 from the city of Rochester for matching funds in combination with a proposed \$487,174.02 Transportation Alternatives Program Grant; and

WHEREAS, with this resolution of support it is acknowledged that the Paint Creek Trails Commission is not committing any of their own funds to any financial obligations; and

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT the Paint Creek Trailways Commission of Oakland County, Michigan, hereby authorizes submission of a Michigan Natural Resources Trust Fund Application for the "Paint Creek Trail Bridge 31.7 Renovation" project for \$300,000, and further resolves to make available a local match through financial commitment from the city of Rochester and Transportation Alternatives Program Grant funding of \$678,900 (69%) of a total of \$978,900 project cost, during the 2024-2025 fiscal year.

Ayes: Becker, Blust, Dalrymple, Elwert, Mabry, Ross, Sage, Walker

Nays: None

Absent: Buxar, Gamage, George, Narsh, Peltier, Peterson, Whatley

**MOTION CARRIED.**

Ms. Ford reminded the Commissioners there will be a special meeting next Wednesday to approve these minutes in order to include them with the grant application that is due by 4/1.

**UPDATE: Grant Opportunities & Trail Capital Improvement Projects:** A status of grant opportunities was included in the packet. Ms. Ford indicated the TAP grant was submitted, but they responded they needed more information - an updated cost estimate including mobilization and showing a contingency was built in (received tonight). She resubmitted this information to them earlier this week. They were also concerned about our Spark grant application and Ms. Ford explained we were unsuccessful in that endeavor. The one outstanding issue is whether the bridge is eligible for listing on the National Register of Historic Places. As mentioned before, Ms. Ford hopes to have an answer from the consultant and archeologist next week. We must have an answer regarding this status by March 31<sup>st</sup> otherwise our TAP application will be moved into the next funding cycle (due 6/21/23 with funding decision date of 11/15/23), and push our project into the 2025 construction season. Ms. Olijnyk asked if there are any other bridges on the trail where historic eligibility may arise; while we have the consultants on board, perhaps they could also take a look at them. Ms. Ford said the Tienken bridge is the next one the Commission will probably be looking at. This bridge is of similar style and has similar issues. Regarding the MNRTF grant, Ms. Ford said an accessibility workshop was held on 3/9 to receive feedback; Mr. Zael was present to talk about the design and answer questions. Positive feedback was received with a few suggestions to improve the design so it's more accessible for wheelchairs. Application will be submitted by April 1<sup>st</sup>. There is nothing new on the Spark Grant. Ms. Ford reached out to the program officer at the Community Foundation as the application deadline on their website said 3/31/22 – they are not ready to announce any new dates and are working to get an updated timeline. Ms. Ford will keep checking their website. No further updates on the Fisheries Habitat or Land and Water Conservation grants.

**DISCUSSION/APPROVAL: Southeast Rochester Property Preliminary Cost Estimate:** A summary memo was included in the packet. Ms. Ford indicated Ms. Putros heard back from

EGLE about permitting the observation deck in this location. Ms. Putros came forward and explained AEW asked EGLE if the observation deck can be located in the floodway. She received a response they could permit the deck if it's above the 100-year floodplain (basically six feet above the ground) and if the piers are less than 1% of the floodway area. She explained what this means in engineering terms and believes the project is doable. We would still need to apply for a permit from EGLE to work in the floodway and floodplain, but it can be permitted. Ms. Putros said the trail itself is above the 100 year floodplain, so the deck would not have to be on an incline for access. As discussed at the last meeting, Ms. Ford indicated we need to get a cost estimate in order for the donor to approve the project, this would be a \$1,500 expense and she proposes it be moved out of our fund balance. She is asking for approval of this cost today. Then based on that, we'll bring the project cost estimate to the donor for his approval, as AEW will still have to design the project. Mr. Elwert commented he ran into Ms. LaFontaine, the liaison between the Commission and the donor for this project – she's a little frustrated we don't have real numbers for the project cost yet, so it makes a lot of sense to get this cost estimate. Mr. Mabry asked for clarification that we're asking for \$1,500 right now to get a cost estimate, and after that there will be design costs and then construction costs. Ms. Ford confirmed this and hopes the donor will approve these costs. Even if the donor says no, Ms. Ford feels it's good to have the cost estimate in case we decide to pursue another grant for the project. Upon a question of how long the cost estimate would take, Ms. Putros said a few weeks.

**MOTION** by Becker, seconded by Sage, **Moved**, to approve moving forward with requesting the cost estimate at a cost of up to \$1,500.

Roll Call Vote:

Ayes: Becker, Blust, Dalrymple, Elwert, Mabry, Ross, Sage, Walker

Nays: None

**MOTION CARRIED.**

**MOTION** by Blust, seconded by Ross, **Moved**, to amend the budget to move \$1,500 from fund balance to pay for the project cost estimate.

Roll Call Vote:

Ayes: Becker, Blust, Dalrymple, Elwert, Mabry, Ross, Sage, Walker

Nays: None

**MOTION CARRIED.**

**DISCUSSION: Ad Hoc Committee Assignments:** Ms. Ford indicated we need a few Orion Township representatives on some committees, especially the Licensing Committee, as we need one representative from each member community. Ms. Ford explained the Commission has licenses with various entities that use trail land for electric or gas lines or loading areas, and they are charged an annual fee for use of the property. We also have issues with residents who want access to the trail from their property, and this Committee reviews a limited use permit to allow them to build a path or stairs on trail property for access. This Committee also reviews any encroachment on trail property. This usually occurs when new residents don't realize the trail property goes beyond the actual path, it's actually 50' from the center of the trail in either direction. Mr. Walker explained a representative from each municipality is needed in case the encroachment happens in their area, we have an advocate with the ability to reach out to the resident. This Committee is consulted on an as-needed basis, and usually by phone or a Zoom meeting – not in a regular meeting. Mr. Pfeiffer agreed to join the Licensing Committee. Ms. Dalrymple agreed to join the Orion Art Project Committee. Ms. Ford indicated there's now at least three people on all the Committees, and thanked Ms. Dalrymple and Mr. Pfeiffer for stepping forward.

**DISCUSSION/DIRECTION: Village of Lake Orion License Agreement – Trail**

**Maintenance and Snow Removal:** Ms. Ford indicated she received a call from an irate Lake Orion Village resident about snow not being removed from the sidewalk section of the trail that's

behind Atwater Commons. We've never done this, but we do have a license agreement with the Village that came into effect after the .33 section of trail extension opened up a few years back. Ms. Ford reached out to their DPW Director and asked if they would clear the snow, and they said they wouldn't because they are not contracted to do it, as it's not specifically called out in the license agreement, and were concerned about liability because if someone was injured and they were the ones maintaining it, they could get sued. The DPW indicated that if we wanted them to clear the snow, we need to amend the license agreement to add snow removal. Ms. Ford called the woman back, explaining that no one would be removing the snow because we don't have a plow, and the Village would not be clearing the sidewalk. Ms. Ford was also concerned because the resident said we were in violation of ADA by not clearing the sidewalk. She reached out to our attorney on whether the Commission was in violation of ADA for not clearing this portion of the trail. Unfortunately, based on Ms. Hamameh's research there is no clear case law that relates to trails and snow removal that she could find. Ms. Hamameh did reach out to the Village's attorney because she feels they should be doing this, but has not had a response yet. Mr. Elwert said he's not a lawyer, but it's not an ADA issue potentially for us – it may be for the Village in connecting the retail establishment to the residential. Once we start plowing or maintaining the asphalt area, it's a potential additional level of liability on us to make sure there is no ice, etc. It's almost an exemption for governmental immunity on sidewalk and trail issues. He cautions the Commission as this is a Village issue providing residential access to a retail establishment, it is not a trail issue. Ms. Ford said we've never plowed any part of the trail. When she talked to the Village, they said there is another way for residents to get into the shopping center, they can go down Atwater to Broadway and come into the CVS parking lot that way. They said they would clear the portion that's from the road apron so they could get on the sidewalk along CVS, but would not do any more than that. Mr. Becker noted in the past when we've had requests to plow or groom the trail, our previous attorney told us if we do that, we have to do it correctly. If not done correctly, it opens the door for liability. Ms. Olijnyk said it has to do with changing the natural conditions – once the natural conditions are changed, you are taking responsibility. Mr. Becker asked if there's anyone who can give better clarity on ADA ramifications. Ms. Ford indicated our attorney looked into it, and there's nothing that specifies trails. Mr. Elwert noted there are hundreds of miles of trails in Michigan that are not plowed, so it's not an ADA issue other than the access to residential. Ms. Olijnyk suggests we wait for the outcome of our attorney's conversation with the Village's attorney.

**DISCUSSION: Trail Manager Position:** Chairperson Olijnyk said that unfortunately for us, the Commission will be losing our Manager as she filed her resignation effective April 26<sup>th</sup>. The Commission appreciates all Ms. Ford's hard work over the last four years and everything she has done. We now have to take steps for her replacement. The Personnel Committee has met and updated the Manager's job description, which was passed out tonight. Ms. Olijnyk is looking for any feedback and approval of the description tonight so it can be posted as soon as possible to solicit resumes by April 3<sup>rd</sup>, so we can potentially hire someone and allow overlap time for training purposes. Ms. Olijnyk thought the resumes could be collected by Ms. Grupido. Mr. Walker said Rochester Hills' Human Resource Director assisted in the RARA search, and might be an option to alleviate staff. Ms. Ford shared a list of places where the description will be posted – the Chambers, all municipality websites, social media, PCT website, Oakland County will send to everyone in the TWLA group, in the kiosks, LinkedIn, and the Polly Ann Trail website. Mr. Elwert said we could use their MParks account, and suggested sending it to Central Michigan University's career services department. Mr. Elwert asked who the communication coordinator between the contractor, consultant or engineers working on trail development projects was as he doesn't see anything in the description that speaks to that. Ms. Ford said on the last bridge project, her main contact was with the project engineer from Mannik Smith. It was suggested under Management Responsibilities #8, to add communicating with project managers,

engineers, etc. It was also suggested under External Relations #3 to add that community planners include SEMCOG, Oakland County and the Trail's Member Communities. These changes will be incorporated into the final description. It was asked if the resumes should be forwarded to Ms. Grupido. Ms. Ford can monitor her email Monday through Thursday. Mr. Walker will see if Rochester Hills' HR Director will act as a funnel for the resumes.

**MOTION** by Becker, seconded by Mabry, *Moved*, to approve moving forward with posting the open Trail Manager position as presented.

Ayes: All      Nays: None

**MOTION CARRIED.**

**MANAGER'S REPORT:** Ms. Ford summarized her written report included in the packet. She reminded the members about the special meeting next Wednesday. The 40<sup>th</sup> Anniversary Committee has met for a second time and is targeting November 11<sup>th</sup> or 18<sup>th</sup> as the date for the 5k race. She has spoken with three different race management companies who can manage registration, chip timing and assist the day of the event for a cost. The committee will meet again to select someone to manage the race. They are also looking to update the sponsorship form as they are looking for a higher level of sponsorship, and Mr. Whatley has two interested parties in the higher level. The committee also wants to update the video made for the 30<sup>th</sup> anniversary celebration and provided a link for members to view the video and start brainstorming ideas. Mr. Elwert said he's been in contact with Rochester Hills' video department about this effort.

**COMMISSIONER REPORTS:** Mr. Becker recalls that the last time we filled the Manager position, the resumes went to the Personnel Committee who interviewed four or five people, and brought two or three candidates to the Commission for a second interview. Mr. Walker asked Mr. Sage if Rochester has heard anything from Dillman & Upton regarding the certified letter that was sent. Mr. Sage indicated no. Mr. Blust indicated he would like to get the Trails Improvement Committee together to look at the list of possible trail amenities and requested some time with Ms. Ford to discuss the list of donors. Mr. Blust mentioned the planned marathon we discussed last month that anticipated 800-1,000 participants starting at the Cider Mill, and asked how many people attend the LDBW event. Ms. Ford said around 300, and has an update on the large marathon. One of the race companies she contacted was the applicant's company, and they indicated they were getting some push back from the police departments for this event. Nothing has been finalized, but if this is the case, the applicant would probably take it off the trail and start it somewhere else. Mr. Elwert said the city is looking at possible trail counters and will probably bring a request to this Commission to install and manage one at Tienken. Mr. Elwert suggested postponing the website design until later in the year. He also feels it's important for the Commission to discuss and give guidance to Ms. Ford and Ms. Grupido as to what we think is important and what isn't as we go through the staff transition and the loss of a valued colleague. He doesn't feel we should be adding new functions during this transition so a new person can settle in. Ms. Olijnyk agreed as there's a lot to learning a new job and doing the things that need to be done is important. Mr. Pfeiffer looks forward to working with the Commission. Everyone thanked Ms. Ford for all her hard work, congratulated and wished her the best in her new position, and expressed that she will be missed.

**ADJOURNMENT OF REGULAR MEETING:**

**MOTION** by Becker, seconded by Elwert, *Moved*, to adjourn the Regular Meeting at 8:35 p.m.

Ayes: All      Nays: None

**MOTION CARRIED.**

**NEXT REGULAR MEETING: April 18, 2023 at 7:00 p.m. – City of Rochester Municipal Offices**

Respectfully submitted,

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MELISSA FORD, Trail Manager

I, David Becker, Paint Creek Trailways Commission Secretary, do hereby certify that the foregoing is a true and correct transcript from the minutes of a regular meeting of the Paint Creek Trailways Commission held on March 21, 2023 at 7:00pm, at 4480 Orion Road, Rochester, Michigan, with a quorum present.

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David Becker, Secretary

3/29/2023  
Dated

# STRAVA Routes

[My Routes](#) / [New](#)

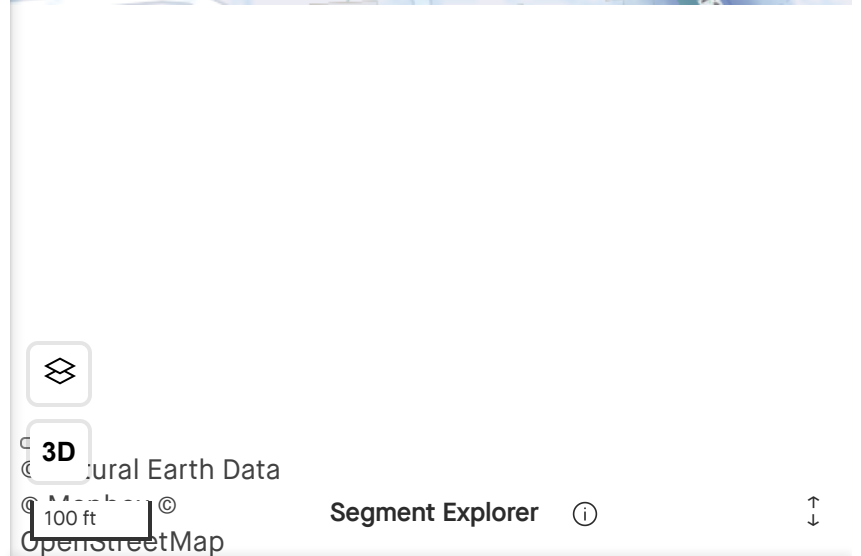
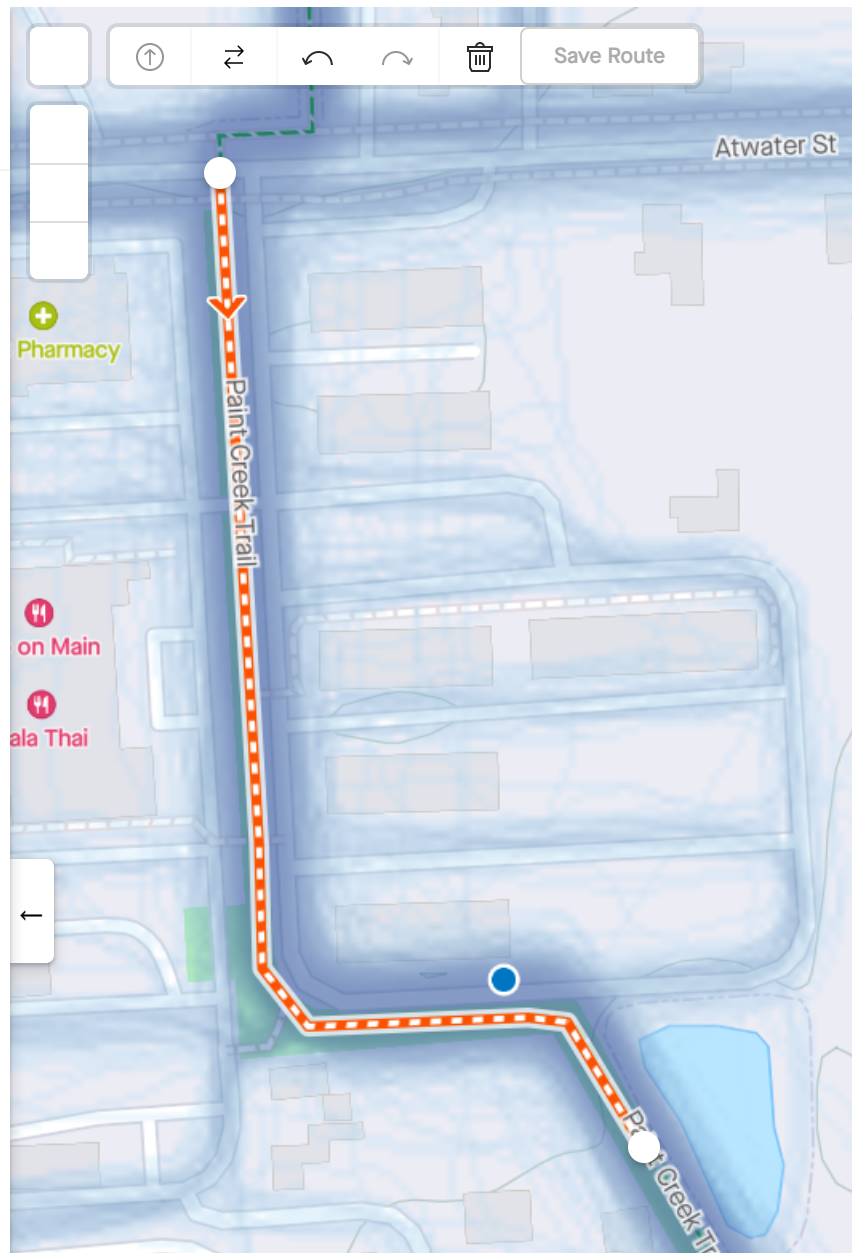
## Build your route

☐ Start ...☐ End ... Add waypoint

## Routing preferences

☐ Run ☐ Follow most popular ☐ Any elevation ☐ Any surface type ☐ Manual mode ☐☐ Distance markers ☐☐ Miles 

## Map preferences

☐ Global Heatmap ☐☐ Personal Heatmap ☐☐ Segments ☐☐ Community Photos ☐☐ Points of Interest ☐

Run	Distance	Elevation	Show Elevation ↑
<input type="radio"/>	0.19 mi	0 ft	

## **LICENSE AGREEMENT FOR THE PAINT CREEK TRAILWAYS**

**THIS AGREEMENT** ("Agreement") is entered into as of May 14, 2019 between the **VILLAGE OF LAKE ORION**, whose municipal offices are located at 21 E. Church St., Lake Orion, MI, 48362, ("Licensor") and the **VILLAGE OF LAKE ORION DOWNTOWN DEVELOPMENT AUTHORITY ("DDA")**, whose offices are located at 118 North Broadway St., Lake Orion, MI 48362 ("Co-Licensor") (Licensor and Co-Licensor may be referred to collectively as "Licensors"), and the **PAINT CREEK TRAILWAYS COMMISSION**, ("Licensee"), on the following terms and conditions:

1. **Background.** Within the jurisdictions of the Village of Lake Orion and Orion Township are presently .33 miles of the Paint Creek Trail. The Village and the DDA recently acquired a permanent easement through the Lake Orion Lumber Company, et al. Along with Meek's Park, this has created an additional .33 miles of trail within the jurisdiction of the Village and the Township which includes the easement, Meek's Park, and the Children's Park area. The easement was granted with consideration by and through the Lake Orion Lumber Company, et al. The DDA and Village and the Township desire to incorporate the additional .33 miles of trail to be considered as part of the Paint Creek Trailways and designated as such on all maps and publications and designated as a Trail Head at the Children's Park area.

**The DDA, Village of Lake Orion and Orion Township would like to enter into this License Agreement for the benefit of Licensors and Licensee so that the above described additional .33 miles of trail located within the Village and the Township can be part of the Paint Creek Trailways system. It should also be noted that the additional .33 miles of trail includes a permanent easement by the Lake Orion Lumber Company, et al, and who granted the easement for the purpose of public use and enjoyment, and to develop the easement to be part of the Trailways.**

2. **Acknowledgements.** Licensee acknowledges the additional .33 miles of trail within the Village limits and physical jurisdictional limits of Orion Township extending to Children's Park. The parties acknowledge that this license will be maintained in perpetuity with the conditions as set forth in this Agreement. The Licensor has the authority to enter into this agreement.

3. **Grant of License.** The DDA and Village of Lake Orion hereby grant a perpetual license to the Licensee to improve, build, maintain and operate the public trails, access sites and appropriate structures on the additional .33 miles of trail within the Village and Orion Township limits. The Licensors grant the Licensee the ability to accept funds, voluntary work or other assistance to carry out the Trailways Commission functions or obligations from any source, public or private, including, but not limited to local government funding of specific projects, state or federal grants, and private donations. A complete record of all funds received from any source shall be maintained and made part of the annual financial report as is done through the Licensee. The Licensors further license the Licensee to establish policies or rules governing the use of the additional .33 miles of trail, not inconsistent with state or local law. The Village will maintain

the trail within the Village limits which includes the southern Village limits of the trail through Children's Park area on Anderson Street just south of Front Street in accordance with the regulations as set by the Commission in the AGREEMENT TO ESTABLISH PAINT CREEK TRAILWAYS COMMISSION.

The Licensors will agree to provide meeting space as needed for the Trailways Commission. The Licensors will provide assistance and access to MITN and the Village staff will assist the Trailways Commission as needed and provide office space at the Downtown Development Authority Office as needed.

This license shall be a revocable license, however, the Licensors will provide to Licensee a 60 day written notice and explanation of the intent to revoke this license in order to place Licensee on notice of potential revocation. If the Licensors revoke this license, the termination of license will occur three (3) months from the date of the vote to revoke the license by the Village of Lake Orion Council and the DDA. However, revocation may occur at any time, if an emergency is declared by the Licensors. If revocation should occur, the entire additional .33 miles of trail located within the Village and Orion Township will cease to be called Paint Creek Trail.

4. **Maintenance.** Maintenance will include, but is not limited to surface repairs, ensuring surface transitions are flush to ADA standards, maintaining the public parking lots at the trailhead area, removing down trees and tree limbs on the Paint Creek Trail, removing graffiti and repairing vandalized areas, mowing and pruning adjacent areas to the trail within a reasonable distance, emptying trash containers and recycle bins when full, maintaining amenities and inspecting, maintaining and repairing bridges, bridge decking and bridge railings. Maintenance of the trail shall be completed by the Village Department of Public Works, Police Department, and the DDA, in accordance with the regulations as set by the Commission in their AGREEMENT TO ESTABLISH PAINT CREEK TRAILWAYS COMMISSION. If the Licensors fail to maintain the additional .33 miles of trail located within the Village of Lake Orion and the Township, then the Licensee may terminate this Agreement after providing a 60 day written notice of the intent to do so and after allowing 30 days to cure any violations of the standards of maintenance.

5. **Liability and Insurance.** The Licensors and Licensee agree that all times and for purposes of this License Agreement, there is no employer/employee relationship between any of the parties. The Licensors and Licensee shall assume responsibility for the acts and omissions of its own sworn or civilian personnel acting under this License Agreement as to liability to the same extent that personnel are insured, indemnified or otherwise protected when acting within each participating parties' respective Village and Trailways Commission duties. Licensors acknowledges that they are responsible for maintaining insurance and responsible for all use to the public. Licensors and Licensee agree to be responsible for the negligent or wrongful acts or omissions of their respective employees or volunteers. Licensors will maintain property insurance for their additional .33 miles of trail. Nothing in this License Agreement shall be construed as creating an obligation to indemnify or defend any other party or parties for claims including each other, damage or liability arising out of or stemming from an act or action of any party. Licensors

must purchase and maintain public liability insurance for the additional .33 miles of trail covering any cause of action, claim, damage, accident, injury or liability that may arise as a result of the ownership, construction, maintenance or operation of the additional .33 miles of trail within the jurisdiction of the Township and Village, in an amount and in such limits as the Licensee deems appropriate. Licensors shall file certificates evidencing same with Licensee. Such insurance shall be maintained in full force and effect until this License Agreement is terminated. The insurance shall name the Paint Creek Trailways Commission as additional insured.

6. The easement by the Lake Orion Lumber Company, et al grants permission to the Village and DDA to allow the public to enjoy the easement property as this was its intended purpose. The conveyance was to provide to the DDA a permanent easement to construct, install, improve, repair, modify, and enhance the Paint Creek Trail, and to provide the DDA with access across a portion of the premises for the purpose of constructing, installing, improving, repairing, modifying, and enhancing the Paint Creek Trail. Part of the easement condition is the land only be used as a trail. Furthermore, it is the DDA and the Village of Lake Orion who accepts all risks and liability regarding the easement. There is no intention to transfer any risks or liabilities to the Commission, rather the DDA and Village maintains the easement, and the Commission shall have no part of indemnifying the DDA or Village for the easement.

7. **Assignment.** Neither the Licensors, nor the Licensees, shall assign or transfer any of their rights under this Agreement.

8. **Binding Effect.** This Agreement shall be binding upon and inure to the benefit of the Licensors and Licensee, and their respective representatives, successors or assigns.

9. **Entire Agreement.** This Agreement contains the entire License Agreement of the parties, and the parties acknowledge that there have been no representations or understandings other than those expressly set forth in this Agreement.

10. **Jurisdiction and Venue.** This Agreement shall be governed by and construed according to the laws of the State of Michigan. Venue for any disputes under this Agreement shall lie in Oakland County, Michigan.

11. **Effective Date.** This License Agreement shall be effective on the date as shown above.

In the Presence of:

Melanie Nikel  
Melanie Nikel

Monica A. Montenegro  
Monica A. Montenegro

**VILLAGE OF LAKE ORION**  
("Licensor")

By: Joe Young  
Joe Young, Village Manager

**VILLAGE OF LAKE ORION**  
**DOWNTOWN DEVELOPMENT**  
**AUTHORITY ("Co-Licensor")**

By: Molly LaLone  
Molly LaLone, DDA Executive Director

**PAINT CREEK TRAILWAYS**  
**COMMISSION ("Licensee")**

Melissa M. Ford  
Melissa M. Ford

By: Danil Bush  
Commission Chairperson

**PAINT CREEK TRAIL  
INTERLOCAL AGREEMENT BETWEEN  
ORION TOWNSHIP AND THE VILLAGE OF LAKE ORION**

**THIS INTERLOCAL AGREEMENT** entered into and between **ORION TOWNSHIP**, whose address is 2525 Joslyn Road, Lake Orion, Michigan, 48360 (“Orion”) and the **VILLAGE OF LAKE ORION**, whose address is 21 East Church Street, Lake Orion, Michigan 48362 (“Village”), located in the County of Oakland, State of Michigan, collectively referred to as the “parties”, shall govern participation in the Paint Creek Trailways Commission.

**RECITALS**

Article VII, § 28 of the Michigan Constitution of 1963, provides, in part, that two or more counties, townships, cities, villages or districts, or any combination thereof, may, among other things, enter into contractual undertakings or agreements with one another for the joint administration of any of the functions or powers each would have to perform separately; and,

The Urban Cooperation Act of 1967, being MCL 124.501 et seq. provides that public agencies may exercise jointly any power, privilege or authority that agency may exercise separately; and,

Orion Township is part of an Interlocal Agreement establishing the Trailways Commission which was established on June 14, 1983, which includes the City of Rochester, the Charter Township of Avon (now known as the City of Rochester Hills), the Township of Oakland and the Township of Orion for the purpose of establishing and providing for the powers and duties of the Trailways Commission involving the Paint Creek Trail; and,

Orion Township currently has two (2) voting members and two (2) alternate members as part of the Trailways Commission; and,

The Village of Lake Orion has a total of .66 miles of the Paint Creek Trail and .33 miles is newly constructed trail as part of a permanent easement granted with consideration by and through the Village of Lake Orion Lumber Company; and,

The Village of Lake Orion and Orion Township have decided that it is in the best interest of the Paint Creek Trail that the Village should enjoy the powers and duties of participation on the Trailways Commission. It has been determined the best way for each party to realize and benefit from the Orion Township membership of the Interlocal Agreement for the Trailways Commission is for the Village of Lake Orion and Orion Township to enter into this Interlocal Agreement; and,

The Trailways Commission will meet at least quarterly and shall annually establish a regular meeting schedule which shall be posted at the offices of the member unit governing boards in similar form and within similar times as required by law for governmental meeting schedules. Special meetings may be called by the Trailways Commission Chairperson and the Village voting member or alternate shall attend all of the Trailways Commission meetings as well as special meetings. The

Village shall enjoy all of the rights and privileges of being part of the Trailways Commission under the Township's authority in the Trailways Commission including, but not limited to improving, building, maintaining and operating public trails, access sites and appropriate structures on the Village trail; and,

The Village agrees to cooperate with the Trailways Commission units and its agencies to fulfill the obligations of the Trailways Commission to the trailways. The Village will accept funds, voluntary work and other assistance to carry out the Trailways Commission's functions or obligations from any source, public or private, including, but not limited to local governmental funding or specific projects, state or federal grants, and private donations. Both parties will establish policies and rules governing the use of the Village trail, land or facilities not inconsistent with state or local law; and,

The parties shall have no power or authority on its own to levy any tax or issue any bond in its own name, nor cause any indebtedness to each other in any way except as provided in this Agreement. Neither party shall have the power to condemn either parties' land for any purpose pertaining to the Paint Creek Trailways. The Village has reviewed the Interlocal Agreement of the Trailways Commission and will commit to following the obligations, and agreements of the Trailways Commission, except for any agreement in conflict as contained in the parties' agreement. The parties' agreement and Village obligations through this Interlocal Agreement will be concurrent with any agreement that the Township has with the Trailways Commission; and,

If the parties terminate this Agreement, it is understood that all ownership rights of the parties' trail remains and reverts solely to each party, and each party shall be responsible to uphold the trails' improvements and shall remain open for public recreation to be used in perpetuity. Further, there will be no impediments or blockages that will be made to the free passage of the trailways to all legitimate trail users. The use of trailways and improvements shall remain subject to all applicable deed restrictions and applicable law or contract.

**THEREFORE, IN CONSIDERATION OF THE FOREGOING, THE PARTIES AGREE TO THIS INTERLOCAL AGREEMENT AS SET FORTH BELOW.**

### **AGREEMENT**

Based upon the foregoing statements, the parties agree to the following terms, conditions, representations, considerations and acknowledgements and mutually agree as follows:

#### **Financial Obligations**

A. Because Orion recognizes the Village is an important part of its total taxing jurisdiction, Orion agrees the Paint Creek Trail contributions for operations will be paid in full by Orion from its general capital fund.

B. The police, engineering and resurfacing will be billed to the Village by Orion based upon the portion of trail within the Village which is .66 miles.

C. The Village agrees to include in its budgeting process, the request of the Paint Creek Trailways Commission Patrol Program based upon its portion of the trail. The Paint Creek Trailways Commission will invoice Orion Township for the Patrol Program, which will cover both Orion and the Village. The Village will be responsible for reimbursing their prorated share, based on the proportion of miles of the trail in Orion and in the Village, to Orion.

D. In no event will any party to this Agreement charge any costs to an agency covered by this Agreement for the administration or implementation of any agreement.

### **Voting/Appointees**

A. Orion and the Village mutually agree to split the voting and alternates equally. Therefore, Orion and the Village will each appoint one (1) voting member and one (1) alternate.

B. Orion will be responsible for informing the Trailways Commission of both the Village and Orion's appointees.

C. The parties acknowledge that the Paint Creek Trailways Commission will recognize each voting member, and alternate, regardless of residency location, to be voting on behalf of Orion Township.

### **Compliance**

A. The Village agrees to comply with the Paint Creek Trailways Commission Annual Reaffirmation of Understanding regarding maintenance responsibilities and in kind service for the Village's portion of the trail.

### **In Kind Contributions**

A. The Village agrees to the following in kind contributions to the Paint Creek Trailways Commission:

1. Maintenance of the trail within the Village (.66 miles) which includes the southern village limits of the trail through the Children's Park area on Anderson Street which is just south of Front Street. Maintenance includes, but is not limited to, surface repairs, ensuring surface transitions are flush to ADA standards, maintaining the Paint Creek Trail parking lot south of Atwater, removing downed trees and tree limbs on the Paint Creek Trail, removing graffiti and repairing vandalized areas, mowing and pruning areas adjacent to the trail within a reasonable distance, emptying trash containers and recycle bins when full, maintaining amenities, and inspecting, maintaining, and repairing bridges, bridge decking, and bridge railings.

2. Provide meeting space within the Village as needed for the Trailways Commission.
3. Assistance and access to MITN (Michigan Intergovernmental Trade Network).
4. Village staff assistance as needed to the Trailways Commission.
5. The DDA office space as needed.

### **Approval**

A. This Agreement is subject to the Trailways Commission's approval at its first official meeting after the date the parties sign this Agreement.

### **Liability and Insurance**

A. The parties agree that all times and for all purposes under the terms of this Agreement there is no employer/employee relationship between the parties, no liability, right or benefit associated with any employer/employee relationship shall be implied by the terms of this Agreement, or services, activities or duties performed under this Agreement.

B. Each party shall assume responsibility for the acts and omissions of its own sworn or civilian personnel acting pursuant to this Agreement as to liability to the same extent that such personnel are insured, indemnified or otherwise protected when acting within the participating parties' respective village and township limits.

C. The parties agree to be responsible for the negligent or wrongful acts or omissions of their respective employees or volunteers. Nothing in this agreement shall be construed as creating an obligation to indemnify or defend any other party or parties for claims including each other, damage or liability arising out of or stemming from an act or action of any party.

D. Within ten (10) days from the execution of this Agreement, each party shall provide a certificate of insurance acceptable to the other party demonstrating that general liability coverage is available to each parties' portion of the trail for any and all claims for personal injury or property damage which are or might be caused by activities or duties performed under this Agreement by any party. Each party agrees to keep said insurance coverage in full force and effect for the entire term of the Agreement. Each party shall submit to the other party prior to the expiration of any insurance coverage, the new certificates of insurance acceptable to the other party. Any certificate of insurance shall name the other party as additional insureds and contain the following cancellation notice:

“Should any of the above described policies be cancelled before the expiration date thereof, the issuing insurer will mail thirty (30) days written certificate holder.”

Any party may request a copy of said insurance certificate at any time. A lapse in the insurance coverage required under this Agreement shall be considered a material breach of this Agreement and

the Agreement shall become null and void automatically as to the lapsing party at any such time a lapsing coverage shall exist.

### **Entire Agreement and Amendments**

A. This Agreement sets forth the entire agreement between the parties. The language of this Agreement shall be construed according to its fair meaning and not construed strictly for or against any party.

B. This Agreement shall be in full force and effect and is legally binding upon each party as such time as it is signed and certified by all parties.

C. This Agreement may be amended from time to time in writing and approved by resolution of the appropriate governing body of the parties. The effective date of any amendment will be the date of approval of such amendment.

D. This Agreement shall remain in full force and effect and shall bind the parties executing the Agreement and said governing body of the party adopting the resolution, giving its approval to this Agreement until terminated as provided in this Agreement.

E. The recitals shall be considered an integral part of this Agreement.

### **Notice**

A. The parties agree that they shall promptly deliver to each other any written notice, copies of claims, complaints or charges or any other accusations or allegations of negligence or wrongdoing whether civil or criminal in nature that the other party becomes aware of and which involves the performance of activities or duties under this Agreement. Unless otherwise provided by law, and/or Michigan Court Rule, the parties agree to cooperate with one another in any investigation conducted by the other party of any acts or performances of any activities under this Agreement.

B. Any written notice required or permitted under this Agreement shall be considered delivered to each other as of the date that such notice is deposited with such sufficient postage with the U.S. postal services. All notices under this Agreement are to be sent to the Trailways Commission, Township Supervisor, Village President and DDA Directors.

### **Termination and Enforceability**

A. This Agreement shall remain in effect until terminated by all of the parties. Any party may terminate its participation under this Agreement by giving thirty (30) days written notice to each other and the Trailways Commission. Either party may terminate this Agreement for any reason.

B. If a court of competent jurisdiction finds any provision of this Agreement invalid or unenforceable, then that provision shall be deemed severed from the Agreement. The remainder of the Agreement shall remain in full force and effect.

C. This Agreement is made and entered into in the State of Michigan, and shall in all respects be interpreted, enforced and governed under the laws of the State of Michigan. Except as otherwise required by law or Court Rule, any action brought to enforce, interpret or decide any claim arising under this Agreement shall be brought in the 6<sup>th</sup> Circuit Court, Oakland County, Michigan where jurisdiction and venue are proper.

### **Counterparts**

A. This Agreement may be executed in several counterparts, each of which shall be an original, and all which shall constitute one and the same instrument.

**IN WITNESS WHEREOF**, this Agreement has been duly executed this \_\_\_\_ day of \_\_\_\_\_, 2017.

#### **ORION TOWNSHIP**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Dated: \_\_\_\_\_

#### **VILLAGE OF LAKE ORION**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Dated: \_\_\_\_\_

## Paint Creek Trail 2024 Reaffirmation of Understanding Maintenance Responsibilities & In-Kind Services

This reaffirmation of understanding between Rochester, Rochester Hills, Oakland Township, Orion Township, and the Village of Lake Orion is for the purpose of clarification of the annual maintenance responsibilities and of In-Kind Services for the Paint Creek Trail. The In-Kind Service requests are intended for improvements and repairs of the Paint Creek Trail while making the most efficient use of the resources of the four voting member communities. Instead of asking communities to contribute additional funding for all requisite trail staffing or equipment, the communities are asked to contribute staff time or resources already in place.

Therefore, all communities agree to continue to do the following in their respective communities:

1. Mow and prune areas adjacent to the developed trail within a reasonable distance.
2. Maintain trail surface – repair hazardous holes, grade surface as necessary, ensure surface transition to bridges, concrete, and decking is flush to ADA standards.
3. Inspect, maintain, and repair bridges, bridge decking, and bridge railings.
4. Maintain trail parking lots.
5. Maintain any temporary or permanent restrooms ensuring they are clean, stocked, and emptied on a regular schedule.
6. Empty trash containers and recycle bins when full.
7. Install and/or replace signage as requested by the Paint Creek Trailways Commission.
8. Remove graffiti and repair areas that have been vandalized.
9. Perform safety and liability inspections of the trail, bridges, and stream within its jurisdiction, and to take preventative actions to reduce liability.
10. Provide public safety and law enforcement assistance as needed to deter vandalism and motorized use.
11. Remove downed trees and tree limbs in the Paint Creek Trail right-of-way.
12. Ensure that all bridges within the member community's jurisdiction are safe and suitable for emergency vehicles.

In addition, each member community agrees to continue the in-kind services that it has been providing for the last 40 years, pursuant to the intergovernmental agreement:

City of Rochester	Meeting space at Rochester City Hall Staff assistance in professional services, when requested, not to exceed \$1,500 in 2024.
City of Rochester Hills	Sign making and replacement services, in an amount not to exceed \$1,500 in 2024. Staff assistance in professional services, when requested.
Oakland Township	Meeting space and payroll services for Trailways Commission staff. Staff assistance in professional services, when requested.
Orion Township	Engineering assistance when needed, in an amount not to exceed \$1,500 in 2024. Meeting space Staff assistance in professional services, when requested.

### Cooperation:

In addition to other areas outlined in this agreement, the Paint Creek Trailways Commission and the communities of Rochester, Rochester Hills, Oakland Township, Orion Township, and the Village of Lake Orion shall cooperate on obtaining grants for improvements of the Paint Creek Trail.



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

## **MEMO**

To: Commissioners, Alternates, & Staff  
From: Tom Correll, Trail Manager  
Subject: PCTC Fund Investment Options  
Date: February 8, 2024

After meeting with Flagstar Banks government banking department, three options were presented:

### 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.

The commission determined the best options were the Government Premier Savings Account and the CD Laddering. Treasurer Brian Blust met with Flagstar and gathered the following details:

### Savings Account:

- Funds in a Savings Account can move to/from Checking up to 6 times per month with no fee
- Savings Account Rates are currently reviewed weekly due to the current rates having an inverse yield curve (longer duration has a lower yield)
- Currently the opening of the Savings Account that was approved in January Meeting
  - Process has been started, requisite approvals are required per current Authorization Agreement. Signatures from the 4 officers are needed for authorization to move forward. Once they are gathered, the account will be opened and funds will be moved.
  - Additionally, Flagstar is asking for a copy of the motion from the minutes of the January meeting. Approved January minutes will be submitted.

### Certificate of Deposits:

- CDs are FDIC insured. If a CD is larger than \$250K then Flagstar w/ banking community will open multiple CD's w/ multiple banks
- CD Rates can change daily. CD Rates are locked at the time the CD is initiated
- CDs have a specific duration
  - If the funds are withdrawn from a CD early there is both a returning of interest & a penalty
    - As such, we should select CD Terms that are conservative provided the ebb/flow of Trailways balance.
    - Recommendation is to invest in CD's with a term of 6 month or less.
      - At the very most a 12 month CD could be considered if funds are very certain not to be required for 12 months
      - Do not recommend anything over 12 months due to Govt entities having an annual funding process/cycle
  - Based on this information, Commissioner Blust will make a recommendation for a 6-month and 3-month CD.



**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

Kim Goethe, SVP, Director • [kim.goethe@flagstar.com](mailto:kim.goethe@flagstar.com)

***Relationship Managers***

Yvonne Jordan, Relationship Manager • [yvonne.jordan@flagstar.com](mailto:yvonne.jordan@flagstar.com)

Jennifer Moll, Relationship Manager • [jennifer.moll@flagstar.com](mailto:jennifer.moll@flagstar.com)

Lisa Powell, Relationship Manager • [lisa.powell@flagstar.com](mailto:lisa.powell@flagstar.com)

***Support Staff***

Kristi Chartier, Sales Analyst • [kristi.chartier@flagstar.com](mailto:kristi.chartier@flagstar.com)

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Amber Passeno, Operations Manager • [amber.passeno@flagstar.com](mailto:amber.passeno@flagstar.com)



## **MEMO**

To: Commissioners, Alternates & Staff  
From: Tom Correll, Trail Manager  
Subject: 2024 Commission Goals & Objectives.  
Date: February 16, 2024

The results of our goal rankings are in for 2024. Below are listed the goals revised based on Commissioner rankings. Goals are ranked from one to three, with one being the most important. Goals that have adjusted since 2023 and notes are highlighted. 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.

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/>

### **2024 Goals**

<b>Administrative</b>	<b>Progress</b>	<b>2023 Priority</b>	<b>2024 Priority</b>	<b>Timeframe</b>	<b>Commissioner Notes</b>
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	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 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.	2	2.5	OG	

Continue coordination and participation with Oakland County Trail, Water & Land Alliance (TWLA)		2	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	2	OG	
Adopt –A-Trail program	2023 begins a new 2 year contract for adoptees, trail staff will be confirming renewals.	2	2	OG	Contracts should be contacted again in Fall for renewal
Develop a volunteer program to recruit, train to help in the office special projects and special events	TBD	2	2	OG	Potentially eliminate this, 2 in favor
Make presentation at member community City Councils and Township Boards	TBD.	2	1	OG	Trail Manager should present and gain exposure

Master Plan	Progress	2023 Priority	2024 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 <sup>th</sup> . 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	1	OG	As long as we have an interested party funding it keep it ongoing.

<b>Planning &amp; Development Goals</b>	<b>Progress</b>	<b>2023 Priority</b>	<b>2024 Priority</b>	<b>Timeframe</b>	<b>Commissioner Notes</b>
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	1	OG	
Labor Day Bridge Walk – September 2, 2024	TBD.	1	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	2.5	OG	
Paint Creek Junction	Ribbon cutting took place on June 3, 2023 as part of National Trail Day.	2	X	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	X	Did receive designation	

<b>Policies</b>	<b>Progress</b>	<b>2023 Priority</b>	<b>2024 Priority</b>	<b>Timeframe</b>	<b>Commissioner Notes</b>
Native Plant Approval Policy	No progress yet. Need expert assistance	3	3	LT	
Conservation Stewardship Policy	No progress yet. Need expert assistance	3	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	2	1yr to define a program, then OG	

<b>Maintenance and Inspection</b>	<b>Progress</b>	<b>2023 Priority</b>	<b>2024 Priority</b>	<b>Timeframe</b>	<b>Commissioner Notes</b>
Assure Restrooms are maintained (ongoing)	Ongoing.	1	1	OG	
Continue vandalism prevention education (ongoing)	Ongoing.	2	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 <sup>th</sup> . 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	1	OG	
Address ADA compliance issues identified in 2020-2024 PCT Recreation Master Plan	TBD	2	2.5	1-2 yr	Change to OG

Trail Safety	Progress	2023 Priority	2024 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 <sup>th</sup> . 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 <sup>th</sup> and most of the	1	1	2 yr	

	<p>information required is from engineering. PCTC will provide a 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 18<sup>th</sup> and the Spark grant application on December 19<sup>th</sup>. 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 &amp; 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 processs.</p>				
Road Crossing improvements – work with RCOC on Adams Rd. crossing	Ongoing. Continue working with RCOC for improvements at our crossings.	2	1.5	OG	Change timeframe

Long Term Goals	Progress	2023 Priority	2024 Priority	Timeframe	Commissioner Notes
Side parcel acquisition for parking and trail access	Will continue looking for opportunities.	3	3	OG	
Acquisition of historic resources	Will continue looking for opportunities.	3	3	OG	
Installation of drinking fountain, where appropriate, in each community		3	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	2	OG	
Connections to Bald Mountain State Park	In progress, construction likely in 2025, late 2024 at earliest	1	1	OG	
Ensure focus on keeping the trail a “Natural Beauty Trail”.	Ongoing	1	1	OG	

Additional Goals	Progress	2023 Priority	2024 Priority	Timeframe	Commissioner Notes
User survey of trail use	TBD	1	1	OG	Complete every 2yrs
Upgrade Trail website and develop Technology Plan	TBD	1	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	1	OG	

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	\$ 4,025.00		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		-500	\$ 3,500.00	License Prep Fees in 2023	\$ 2,500.00	
Publicity/Marketing/Education											
P3410	Brochures	\$ -		\$ -	\$ -		0	\$ -	Skip 2024	\$ 1,500.00	
P3411	Trailways 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						

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		-1958	\$ 2,542.00		\$ 4,711.00	
P3920	Transfer to Fund Balance	\$ 2,853.00		\$ 1,790.00	\$ 29,353.83		1310	\$ 3,100.00		\$ 7,000.00	
Total Expense		\$104,952.31		\$ 130,179.00	\$ 125,808.42		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							\$300,000.00		
SE Rochester Property										
	MTGA Donor							\$210,000.00		

2024 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	500.00	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
P3350	Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00	0.00	0.00	0.00	3,500.00
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	2,542.00	2,542.00
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	12,969.00	9,269.00	4,522.00	26,975.00	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	-11,569.00	-9,119.00	-4,372.00	-26,825.00	0.00

2025		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				

<b>2024 Paint Creek Trail Ad-Hoc Committee Descriptions and Vacancies</b>		
<b>Recognition Ad-Hoc Committee</b>	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. Robin Buxar 3. Conner Reiter 4. Dave Mabry
<b>Paint Creek Trailways Commission Personnel Ad-Hoc Committee</b>	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. Steve Sage 2. David Walker 3. Brian Blust 4. Julia Dalrymple
<b>Development of Property in S.E. Rochester Ad-Hoc Committee</b>	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
<b>Labor Day Bridge Walk Ad-Hoc Committee (September 2, 2024)</b>	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
<b>Trail Branding &amp; Signage Ad-Hoc Committee</b>	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.
<b>Trail improvements/Resurfacing Ad-Hoc Committee</b>	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
<b>Licensing Ad-Hoc Committee</b>	This committee was charged with reviewing the Limited Use Permit process, the Encroachment Policy and Removal Procedures, License Agreements, and proposed easements.	1. David Walker 2. Linda Gamage 3. Matt Pfeiffer 4. Martha Olijnyk
<b>Paint Creek Trail 40<sup>th</sup> Anniversary Celebration Ad-Hoc Committee</b>	This committee will lead planning of the event in honor of the Paint Creek Trail's 40 <sup>th</sup> anniversary in 2024.	1. Brian Blust 2. Dave Mabry 3. Stan Ford 4. Aaron Whatley/Conner Reiter
<b>Friends of the Paint Creek Trail Ad-Hoc Committee</b>	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.
<b>Bridge 31.7 Ad-Hoc Committee</b>	The committee will assist with fulfillment of the MNRTF and TAP Grants to re-build Bridge 31.7 near Dinosaur Hill in Rochester Hills	1. Ken Elwert 2. Steve Sage 3. 4.

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Last Updated 1/17/24





## **MEMO**

To: Commissioners, Alternates and Staff

From: Tom Correll, Trail Manager

Subject: February Manager's Report

Date: February 16, 2024

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

- Human waste – Trail cam was placed near problem section. No reported issues yet.
- Complaint regarding paved section of trail in Village of Lake Orion near condo complex. Requested that it be cleared of snow immediately. Concerned about safety and claims we are in violation of ADA compliance.
- Citizen reported bright lights for two nights in a row on the trail, 2/14 and 2/15. Came in to ask if any maintenance was being done. Reports were from 9pm. No maintenance is being done on the trail by Oakland Township at these hours. She has counted Oakland County Sheriff and will follow up with me if the problem continues.

### **Repairs & Maintenance**

- Tienken Rd kiosk – Plexiglass was shattered. Dakota Coats from Rochester Hills replaced/repared within 24 hours of it being reported.



## **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 (Updated 1/17/24)**

Recognition Ad-Hoc Committee	Gamage, Buxar, Reiter, Mabry
Personnel Ad-Hoc Committee	Sage, Walker, Blust, Dalrymple
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	Sage, Gamage, Olijnyk
Trail Improvements & Resurfacing Ad-Hoc Committee	Becker, Blust, Sage, Walker
Licensing Ad-Hoc Committee	Walker, Gamage, Pfeiffer, Olijnyk
Paint Creek Trail 40 <sup>th</sup> Anniversary Celebration Ad-Hoc Committee	Blust, Mabry, Ford, Whatley/Reiter
Friends of Paint Creek Trail Ad-Hoc Committee	Buxar, Mabry, Gamage
Bridge 31.7 Ad-Hoc Committee	Elwert, Sage

**2024 Goals (Will be UPDATED after 2/20 Goals Discussion)**

<b>Goals</b>	<b>Progress</b>	<b>Timeframe</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, preparing to go out to bid	1 year
Update Licensing Agreements	See Update in packet	1 year

<b>Ongoing Administrative Tasks</b>	<b>Progress</b>	<b>2023 Priority</b>	<b>Timeframe</b>
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
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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 <a href="#">Accessibility Assessments – National Center on Accessibility (ncaonline.org)</a> 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. <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 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>	2	OG
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