



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

Paint Creek Trailways Commission Meeting

Tuesday, March 18th, 2025 at 7:00 PM
Paint Creek Cider Mill, 4480 Orion Road, Rochester, MI 48306

MEETING AGENDA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Agenda**
4. **Public Comment**
5. **Consent Agenda:**
 - a. Minutes: Regular Meeting, February 18th, 2025
 - b. Treasurers Report – February 2025
6. **Approval of Invoices**
7. **Memo/Update:** Master Plan Open House & Schedule
8. **Update/Memo:** Trail Manager Open Position
9. **Update:** Bald Mountain Connection
10. **Manager's Report**
11. **Commissioner Reports**
12. **Adjournment of Regular Meeting**

Next Regular Meeting:

*April 15, 2025 – Rochester Municipal Offices, 400 6th Street, Rochester, MI 48307

*Reminder that Commission Meetings will take place at our Rochester location from April through September.

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
February 18, 2025 Regular Meeting Draft Minutes
February 2025 Treasurer's Report
Memo: Master Plan Open House & Schedule Update
Memo: Trail Manager Job Open Position
Trail Manager Job Description
2025 Paint Creek Trailways Commission Operations Budget
Bald Mountain Sample Easement
Ad-Hoc Committee Descriptions
March Manager's Report

Mission

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

Agenda Summary March 18, 2025

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Agenda**
4. **Public Comment**
5. **Consent Agenda:**
 - a. Minutes: February 18, 2025
 - b. Treasurers Report – February 2025
6. **Approval of Invoices**
7. **Memo/Update:** Master Plan Open House & Schedule
Summary: Dates and a schedule update will be provided at the meeting.
Desired Action: Update/Discussion
Budget Impact: NA
8. **Update/Memo:** Trail Manager Open Position
Summary: Update and info on current job search will be provided at the meeting.
Desired Action: Discussion/Direction
Budget Impact: NA
9. **Update:** Bald Mountain Connection
Summary: Trail Manager Correll will provide an update regarding the Bald Mountain project
Desired Action: Discussion
Budget Impact: TBD
10. **Memo/Discussion:** Website Re-Design v2.0
Summary: An updated website design will be provided at the meeting. Commissioners will be asked to provide feedback for the design firm.
Desired Action: Discussion/Feedback
Budget Impact: TBD
11. **Manager's Report:** Included in your packet
12. **Commissioner Reports**
13. **Adjournment of Regular Meeting**

Next Regular Meeting:

April 15th, 2025, – Rochester Municipal Offices, 400 6th Street, Rochester, MI 48307

PAINT CREEK TRAILWAYS COMMISSION

DRAFT

February 18, 2025



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

The February 18, 2025, 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
Ken Elwert (RH)
Linda Gamage (R)
Dave Mabry (Oakland),
Conner Reiter (Orion)

Voting Alternates:

Martha Olijnyk (Oakland)

A QUORUM WAS PRESENT.

Non-Voting Alternates:

David Becker (Rochester)

Village Non-Voting Alternate: None

Staff: Tom Correll, Trail Manager

Friends of the Paint Creek Trail: Louis Carrio, Matt Reimann

ABSENT

Voting Members: Jim Fostey (Oakland), Julia Dalrymple (Orion)

Alternates: Robin Buxar (Oakland), Matt Pfeiffer (Orion), Aaron Whatley (Orion), Sara King (R), Russell George (RH), Carol Morlan (RH)

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

PLEDGE OF ALLEGIANCE

Chairman 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 WALKER, SECONDED BY GAMAGE, 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 January 21, 2025, regular meeting and (b) Treasurer's Report for January 2025. Commissioner Elwert pointed out a typographical error and a spelling correction. Commissioner Olijnyk said her name was omitted in error from the attendance. Recording Secretary Kliffel will make these corrections.

Vice-Chairperson Walker referenced the section regarding license agreements, and pointed out that it has been four years since we began work on updating them.

MOVED BY ELWERT, SECONDED BY MABRY, to approve and file the minutes of the January 21, 2025, meeting as corrected, and to receive and file the Treasurer's Report for January 2025.

MOTION CARRIED.

APPROVAL OF INVOICES

Trail Manager Correll and the Commissioners reviewed the list of invoices. Commissioner Gamage asked if we need the Amazon Prime subscription. Manager Correll explained that this saves us on shipping costs for office supplies and other items that we order.

Commissioner Gamage commented on the charge in the amount of \$109.10 for shipping Paint Creek Trailways brochures to the Michigan Department of Transportation. She thought this was expensive, and wondered if it would be a better alternative to just publicize the Trailway through some other means such as use of a QR code, for example. Commissioner Becker commented that our brochures are very attractive and he doesn't feel there is anything that can match these. In his opinion, a QR code would not be nearly as effective in promoting the Trailway. He feels the expense of shipping the brochures is well worth the value of having our brochures at welcome centers, etc.

MOVED BY ELWERT, SECONDED BY MABRY, to approve payment of the invoices as presented in the amount of \$2,575.91.

MOTION CARRIED.

MASTER PLAN OPEN HOUSE

The Master Plan Open House will be an in-person event held at the Paint Creek Cider Mill. Giffels Webster, our consultant for this project, will coordinate the event with Trailways staff. The format for the open house will consist of a stakeholders' discussion, which will take place between 4:30 and 5:30 p.m., followed by a public open house, which will take place between 5:30 and 7:00 p.m. on the same day.

The Commissioners reviewed dates proposed by Giffels Webster. However, the Commissioners would prefer to hold the open house the second week of April or later in order to have time to complete the update review and to avoid spring break and other upcoming conflicts. Manager Correll will check with Giffels Webster on their availability.

Commissioner Becker inquired about the process of working through the Master Plan update. Manager Correll recalled that various subcommittees were set up review each chapter. Each subcommittee should meet to review their assigned chapter and then forward their proposed revisions to Manager Correll and Administrative Assistant Sands, who will then update the document. Once all of the chapters have been reviewed, the Commission will consider the updated Master Plan as a whole. Two of the five chapters have already been reviewed. Commissioner Becker said he would like the opportunity to review each chapter as it is modified. Manager Correll will send the two completed chapters to all members of the Commission.

PAINT CREEK TRAILWAYS COMMISSION: 2025 GOALS

Following the discussion at the January meeting, Manager Correll removed all items from the list of goals that were already a part of the Trail Manager's job description. He then created a new document entitled "2025 Priority Goals/Projects." This list contains Priority 1 goals, which are goals that the Commission identified for 2025. Using his best judgment on the intent of the Commission, Manager Correll then listed other goals as Priority 2 and Priority 3. He also included a category called Longterm Priority, which are projects that he feels need to remain "on the radar," but that have not yet been scheduled.

Commissioner Elwert thanked Manager Correll for revising the list of goals in this manner, and for separating out the Trail Manager's job duties as contained in the job description. Commissioners Walker and Becker concurred.

Assessment of Bridges. Vice-Chairperson Walker said that this item needs to remain on this list, possibly as a longterm priority. We need to keep informed about the condition of each bridge.

Updated Survey of Trail. Vice-Chairperson Walker added that this should also remain on the goals/projects list, as we need to be able to continue to monitor our boundaries and be able to enforce any encroachments.

Art Project. The Commissioners discussed that we have had an art project on our list of projects. They recalled different community art projects that the Commission has participated in. Manger Correll will look into this matter and place it on the March agenda for further discussion.

The Commissioners noted that we need to coordinate the list of goals/priorities with our Master Plan.

NATIONAL TRAILS DAY

National Trails Day will take place on June 7th this year. Oakland Township Parks and Recreation's new Program Manager, Jason Spiller, approached Manager Correll and informed him that Oakland Township would like to organize an event (possibly with vendors and a walk along the Trail) to celebrate National Trails Day. Manager Correll and Administrative Assistant Sands will meet with Mr. Spiller next week to learn more about this idea.

Rochester Hills already has plans for an activity on that day, as does Orion Township. The Commissioners were not opposed to Oakland Township hosting an event to celebrate this day, but this Commission is choosing to focus on the Labor Day Bridge Walk.

WEBSITE REDESIGN

The Commissioners reviewed the proposed revised web page. Manager Correll sent an email earlier today with a link, and he invited the Commissioners to try out both the mobile version and the desktop version.

The “Report a Trail Issue” button is currently located at the bottom of the page. The Commissioners agreed that they would like this moved to the very top of the page, next to the “Donate” button.

There is a tab near the top of the page called “Trails”. Manager Correll explained that this tab includes various maps from Trout Unlimited, maps showing the location of parking lots, etc. After discussion, the group agreed that the tab should instead be called “Maps”.

Manager Correll would like to give the website design consultant the final changes by Friday so that the new website can be launched within the next several weeks. If we want design changes made beyond this last round, there will be an extra charge. Manager Correll and Administrative Assistant Sands will be trained on how to update the website.

MOVED BY ELWERT, SECONDED BY MABRY, to approve the design and publishing of the website, including the changes suggested this evening, by Friday.

MOTION CARRIED.

MANAGER’S REPORT

Request for Trail Connection from Newton Drive

A letter was sent to the Village of Lake Orion and the Trailways Commission. The letter requests a connection to the Paint Creek Trail from Newton Drive in the Village of Lake Orion. The letter also requests that, as a part of the Village’s sidewalk improvement program, they extend the sidewalk and pave the cul-de-sac in this area in order to provide a safer access to the Trail.

The Commissioners discussed that there is already access from nearby Atwater, and that they do not have plans to create another trailhead at this location at this time

COMMISSIONER MABRY'S REPORT

Encroachment: 4763 Forest Ridge Court

Commissioner Mabry reported that he spoke with the property owner. While she is not pleased, she intends to hire someone to remove the encroachment. She would like the contractor to have access to the Trail and the stairs to remove the materials. As our Trail surfacing is very soft in the spring, the Commissioners agreed that the work should not take place until later in the season, possibly in June. Commissioner Olijnyk asked that we work with the homeowner to make it as easy as possible for her to have this work done, and said the homeowner should coordinate this project with Trailways staff. Commissioner Walker asked that we continue to monitor this matter to ensure that the encroachment is removed within a reasonable timeframe.

COMMISSIONER ELWERT'S REPORT

Encroachment: 1850 N. Livernois

The attorney for the City of Rochester Hills sent the homeowner a letter advising of the encroachment. The homeowner was very responsive and agreed to remove the encroachment and restore the drainage in this area as soon as the weather permits.

COMMISSIONER REITER'S REPORTS

Jacobsen's Flowers – Trees Tagged on Trailways Property

At the January meeting, Commissioner Ford alerted the Trailways Commission that a number of trees behind the property formerly occupied by Jacobsen's Flowers had been tagged. He believed these trees were on Trailways property.

Commissioner Reiter looked into this. There are plans for this property to be sold and developed, so the tagging of the trees was done in conjunction with a property survey. Orion Township's planning and zoning staff has since informed the appropriate parties of the Trailways Commission's concerns. Commissioner Reiter will make sure that Commissioner Dalrymple, who is the Orion Township Clerk, is aware of this matter.

Chairman Sage suggested that we may wish to send a letter from the Paint Creek Trailways Commission to each member municipality's manager. The letter would ask that their planning departments alert the Trailways Commission of any proposed development on properties that abut Trailways property.

Integration of Village of Lake Orion Extension into Trail System

The list of Goals/Projects includes as a longterm priority the integration of the Village of Lake Orion extension more fully into the Paint Creek Trail system. Commissioner Reiter noted that the Downtown Development Authority is developing a park north of Atwater, and they have been discussing a potential connection to the Paint Creek Trailways from this park.

CHAIRMAN SAGE'S REPORT

Resignation of Trail Manager Correll

Trail Manager Correll submitted his letter of resignation. The Commissioners thanked him for all he has done for the Trailways Commission, and they wish him the best. Mr. Correll graciously offered to stay on to help train and orient the new Trail Manager, and said he would ideally like to have two weeks for the transition. At this time, he said he would be willing to stay through the April meeting as needed.

In conjunction with the recent revision of the list of Trailways Commission goals, Manager Correll updated the Trail Manager job description. He will forward this to the Commissioners. Regarding wage range, the Commissioners agreed to post the position at the wage range as it currently stands.

The Commissioners concurred that they would like to try to post this position by Friday. They discussed when applications should be due. Commissioner Elwert shared that when the City of Rochester Hills posts a position, lately they have been conducting their first consideration of candidates two weeks after the posting, with the position to remain open until filled. The Trailways Commissioners thought that sounded like a good approach. Resumes should be sent to the attention of the Administrative Assistant, and then forwarded to the Personnel Committee.

License Agreements

Chairman Sage asked Manager Correll to email copies of the license agreements to all of the Commissioners.

ADJOURNMENT

MOVED BY MABRY, SECONDED BY OLIJNYK, there being no further business before the Commission, to adjourn the meeting at 8:13 p.m.

MOTION CARRIED.

Respectfully submitted,

Ingrid R. Kliffel
Recording Secretary

Approved,

Julia Dalrymple
Secretary

Approved,

Tom Correll
Trail Manager



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MEMO

To: Commissioners, Alternates, & Staff
From: Tom Correll, Trail Manager
Subject: Master Plan Public Input
Date: 3/14/15

The PCTC is working with Giffels-Webster to update the 2025 Master Plan.

The Master Plan update has begun and Trail Manager Correll is working with Giffels-Webster to coordinate public input.

The stakeholder's discussion and open house event is scheduled for several potential dates:

Wednesday 4/23
Wednesday 4/24
Tuesday 4/29
Wednesday 4/30
Thursday 5/1

The format will be as follows:

Stakeholder's Discussion: 4:30pm – 5:30pm
Public Open House: 5:30pm – 7:00pm

Both will be facilitated by Giffels-Webster in coordination with Trail Staff.

The current master plan can be found at:

<https://paintcreektrail.org/wordpress/commission-2/recreation-master-plan/>

2025-2029 Master Plan UPDATE Schedule

April 16, 2024	Discussion of Master Plan Planning Consultant RFP, Committee structure, and draft schedule
April 25, 2024	Request for Proposals — Planning Consulting Services issued
May 9, 2024 (Friday)	Planning Consulting Services Proposals due
May 21, 2024	Regular Meeting — Trailways Commission Approval of Planning Consultant. Discussion and Review
May 23, 2024	Planning Consultant contract awarded
May 28 — July 31, 2024	Project Initiation/Administration — Formation of Subcommittees
Sept 1-30, 2024	Accessibility Assessment — Conducted by GW
Sept 1 — Nov 1, 2024	Public Input — Survey
April 15, 2025	Regular Meeting - Discussion and Review of Administrative Structure
April/May 2025	Stakeholder Workshop
May 20, 2025	Regular Meeting Report on Public Input results, Discussion and Review of Planning and Public Input Process
June 17, 2025	Regular Meeting – Discussion and Review of Goals and Objectives
July 15, 2025	Regular Meeting – Discussion and Review of Recreation Inventory and Action Program
August 19, 2025	First Draft of Master Plan available for Public Review. Plan posted on website. Hard copy available at Paint Creek Trailways Commission office.
September 16, 2025	Regular Meeting – Review of Draft Master Plan
September 2025	Public Hearing on the First Draft of Master Plan
October 2025	2020-2024 Paint Creek Trail Recreation Master Plan adopted by the Paint Creek Trailways Commission

Trail Manager Job Description Paint Creek Trailways Commission Rochester, MI

The Paint Creek Trailways Commission established a part-time administrative position in the fall of 1991 in response to the increased activity, demand and duties of the Trail that came with increased use. Currently, the Trail Manager works 24 hours per week. Work is assigned to the Trail Manager by the Commission at monthly meetings or under the direction of the Chairperson. The Trail Manager reports to the Trailways Commission Chairperson.

The Trail Manager shall be conversant with modern office technology, with knowledge of MS Office. The Manager will maintain necessary confidentiality, exercise judgment, and perform a variety of duties requiring knowledge of the Trailways Commission's practices, policies and procedures. The Manager will work both in the Trail office in Oakland Twp., MI and on the trail.

Management Responsibilities

1. Prepare notices and packets, and review Minutes for monthly Commission meetings.
2. Attend Commission meetings and lead agenda items. Meetings are held at 7pm on the third Tuesday of each month. Special meetings are held weekday evenings, periodically.
3. Inspect Trail for needed maintenance by Member Communities.
4. Administer licenses and use permits.
5. Prepare and submit Grant applications and administer awarded grants.
6. Lead Recreation Master Plan updates and revisions in a timely fashion.
7. Supervise Trailways Bike Patrol and Administrative Assistant.
8. Manage Trail development projects (includes communicating with project managers, engineers, etc.).
9. Manage, oversee, and coordinate events, including volunteers, promotions, and sponsorships.
10. Assist with events and volunteer coordination as needed.
11. Communicate with any contracted staff as directed by the Commission.

Financial

1. Create and maintain an operations budget. Prepare any required budget amendments. The budget includes commission operations, wages, office supplies and equipment to operate the Trail Manager and Administrative Assistant positions, as well as the Patrol Program.
2. Supervise maintenance of or maintain financial accounts and prepare monthly reports of Commission finances using QuickBooks or other suitable software.
3. Ensure compliance with auditing requirements.
4. Oversee the PCTC account with the Community Fund of Greater Rochester.

External Relations

1. Work with Community Park & Recreation and Department of Public Works Directors regarding maintenance of the Trail, including trail surface, amenities, restroom cleanliness, garbage disposal, etc.
2. Work with local law enforcement regarding safety of the trail and trail users.
3. Enforce focus on keeping the trail a "Natural Beauty Trail"
4. Cooperate and work with community planners on projects that affect the Trail. Community planners include the Southeast Michigan Council of Governments (SEMCOG), Oakland County, and the Trail's Member Communities.
5. Attend Trail, Water, and Land Alliance meetings as the Trailways Commission representative.
6. Assist other trails and trail groups when needed.
7. Organize and supervise volunteer coordination.
8. Act as liaison and provide basic administrative and correspondence assistance to The Friends of the Paint Creek Trail, and attend Friends of the Paint Creek Trail meetings as the PCTC representative.
9. Coordinate with local municipalities to ensure restrooms are maintained properly.
10. Respond to complaints, feedback, and inquiries from residents and the general public.

Public Relations/Publicity

1. Complete and transmit all required public communications such as phone calls, mail, email, brochures, and media contacts.
2. Make public presentations regarding the Trail.
3. Raise awareness of the Trail in the community through presentations, print and digital media and social media.
4. Communicate with trail users and neighbors about ongoing trail improvements, construction, and encroachment policy.
5. Supervise, develop, and maintain the Commission website, using WordPress or other suitable software or programs.
6. Maintain a social media presence on behalf of the trail.
7. Maintain the Adopt-A-Trail volunteer program.
8. Plan and execute trail events, including National Trails Day in June and the annual Labor Day Bridge Walk fundraiser
9. Educate trail users about proper trail etiquette.

Clerical

1. Assure that Commission files (hard copy and electronic) are properly maintained.
2. Supervise Administrative Assistant in all the assistant's clerical responsibilities.

Required Qualifications and Desired Skills

- Must be able to work one or more evening per month and some weekends.
- Must be able to work with public;
- Must be able to work both independently and cooperatively;
- Must have good organizational skills;
- Must have excellent communication skills – oral and written;
- Must be physically able to work outdoors and on the trail;
- Must be First Aid/CPR certified, or be willing and able to obtain certificates.
- Must own cell phone;
- Must have reliable transportation.
- Experience with Michigan Natural Resources Trust Fund grants or other State grant programs desirable.
- Experience with Transportation Alternative Program (TAP) grants or other Federal grant programs desirable.
- Experience with private grant and other funding sources desirable.
- Experience with WordPress, MailChimp, and Canva desirable
- Knowledge of native plants and/or natural landscaping desirable.

Pay Range

\$25-\$30 per hour, depending on experience and qualifications. Benefits include personal time, vacation time, and holiday pay only.

About the Paint Creek Trailways Commission

The Paint Creek Trailways Commission is an intergovernmental agency that owns and operates the 8.9 mile recreational Paint Creek Trail. The Paint Creek Trail was the first non-motorized rail-to-trail in the State of Michigan, and traverses through Rochester, Rochester Hills, Oakland Township, Orion Township, and the Village of Lake Orion. The trail office is located at the Paint Creek Cider Mill, 4480 Orion Road, Oakland Township, 48306 (2nd floor). The trail has over 100,000 users annually and the Commission has an annual budget of approximately \$100,000. The trail is 8 feet wide, with a crushed limestone surface. The Paint Creek Trailways Commission employs a permanent part-time Trail Manager, a permanent part-time Administrative Assistant, and a seasonal part-time Bike Patroller. The Trailways Commission contracts with the Oakland County Sheriff's Office Mounted and Bicycle Patrols for seasonal law enforcement patrols.

To Apply

Visit <http://www.paintcreektrail.org> for an application. Email cover letter, application, resume and two references (work and/or education related) by **Monday, March 31, 2025 at 11:59pm** to:

Nicole Sands, Administrative Assistant
Paint Creek Trailways Commission
4393 Collins Road
Rochester, MI 48306
Email: nsands@paintcreektrail.org



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Rochester, MI 48306
(248) 651-9260
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MEMO

To: Commissioners, Alternates, & Staff
From: Tom Correll, Trail Manager
Subject: Trail Manager Job Search
Date: 3/14/25

The PCTC is currently accepting applications for the Trail Manager position.

The job post is open until March 31st, 2025. It is posted on the following forums:

- Indeed – Boosted @ \$10/day for 14 days.
- mParks
- PCTC Website
- PCTC Social Media – Instagram, Facebook
- LinkedIn

Please share the position via social media or direct any interested parties to the website for full job description and application.

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	\$ 1,763.00	New Contract (15% Est. Inc.)
P1150	Rochester Hills	\$ 2,679.00		\$ 3,284.00	\$ 3,284.00		0	\$ 3,284.00	Year 2/2 Contract	\$ 3,777.00	New Contract (15% Est. Inc.)
P1160	Oakland Township	\$ 9,652.00		\$ 11,836.00	\$ 11,836.00		0	\$ 11,836.00	Year 2/2 Contract	\$ 13,611.00	New Contract (15% Est. Inc.)
P1170	Orion Township	\$ 2,320.00		\$ 2,847.00	\$ 2,847.00		0	\$ 2,847.00	Year 2/2 Contract	\$ 3,274.00	New Contract (15% 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	Spring 5k Event (Registrations)	\$ -		\$ -	\$ -		3500	\$ 3,500.00	Est. 100 Partic.	\$ 3,500.00	Est. 100 Partic.
P1440	Spring 5k Event (Sponsorships)	\$ -		\$ 2,500.00	\$ -		0	\$ 2,500.00		\$ 2,500.00	
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		-4400	\$ 2,500.00	Fund Balance Contribution	\$ -	
P1800	Program/Project Grants	\$ -		\$ -	\$ -		0	\$ -		\$ -	
Total Income		\$111,165.69		\$ 126,178.00	\$ 125,808.42		7844	\$134,022.00		\$ 136,259.00	

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		2000	\$ 6,000.00	Up from 2024 Budgeted \$3500.00	\$ 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
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		3843	\$134,022.00	License Legal Fees/Bench Don	\$ 136,657.00
Net Revenue								\$ -		\$ (398.00)

2024 Unrestricted Fund Balance **\$265,695.89**

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 (N **\$265,695.89**

PAINT CREEK TRAILWAYS COMMISSION
 Budget Monthly Spread
 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	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	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	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	19,866.00
Member Unit Contribution for Patrol Program based on Comm. Mileage													
P1140	Rochester	1763.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,763.00
P1150	Rochester Hills	3777.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,777.00
P1160	Oakland Township	13611.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,611.00
P1170	Orion Township	3274.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,274.00
P1200	Interest	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	1,500.00
P1210	MMRMA Asset Distribution	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	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	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	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	500.00
P1410	Labor Day Bridge Walk Donations	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	2,500.00	0.00	0.00	0.00	0.00	2,500.00
P1430	Spring 5k 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	3,500.00
P1440	Spring 5k 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	2,500.00
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	1,500.00
P1600	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
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	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
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
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
Total Income		102,049.00	2,180.00	2,800.00	3,150.00	650.00	150.00	1,650.00	2,680.00	900.00	150.00	19,750.00	136,259.00

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	750.00
P3111	Office Materials & Supplies	1,050.00	100.00	300.00	100.00	100.00	300.00	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	290.00	27.00	40.00	290.00	40.00	290.00	1,800.00
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
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
P3115	Rent	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	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
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
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	400.00
P3220	Education/Memberships	400.00	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	5,500.00	5,500.00
Insurance/Prof. Services													
P3310	Auditing Fee	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	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	990.00	0.00	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	4,500.00
P3350	Legal Fees	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
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	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
P3430	Labor Day Bridge Walk	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	500.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
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	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	300.00
P3470	PCT Spring 5k	0.00	550.00	1,000.00	950.00	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	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	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	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	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	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	500.00	0.00	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	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
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
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
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
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	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
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	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	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	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
P3740	Bike Patrol Equipment/Misc.	0.00	0.00	0.00	0.00	270.00	0.00	0.00	200.00	0.00	0.00	0.00	500.00
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	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	4,797.00	4,711.00
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	8,000.00	7,000.00
Total Expense		8,738.00	6,809.00	6,050.00	6,933.00	6,090.00	6,620.00	10,618.00	7,005.00	9,908.00	6,818.00	4,748.00	52,885.00
Net Revenue		93,311.00	-4,620.00	-3,250.00	-3,783.00	-5,440.00	-6,470.00	-8,968.00	-4,325.00	-9,008.00	-6,668.00	15,002.00	-52,735.00

2025 Paint Creek Trail Ad-Hoc Committee Descriptions and Vacancies

<p align="center">Recognition Ad-Hoc Committee</p>	<p>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.</p>	<ol style="list-style-type: none"> 1. Linda Gamage 2. Robin Buxar 3. Conner Reiter 4. Dave Mabry
<p align="center">Paint Creek Trailways Commission Personnel Ad-Hoc Committee</p>	<p>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</p>	<ol style="list-style-type: none"> 1. Steve Sage 2. David Walker 3. Martha Olijnyk 4. Julia Dalrymple
<p align="center">Development of Property in S.E. Rochester Ad-Hoc Committee</p>	<p>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.</p>	<ol style="list-style-type: none"> 1. David Becker 2. Ken Elwert 3. Linda Gamage 4. Steve Sage
<p align="center">Labor Day Bridge Walk Ad-Hoc Committee (September 1, 2025)</p>	<p>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.</p>	<ol style="list-style-type: none"> 1. Robin Buxar 2. Julia Dalrymple 3. Ken Elwert 4. Martha Olijnyk 5. David Walker
<p align="center">Trail Branding & Signage Ad-Hoc Committee</p>	<p>This committee has been reviewing PCT branding options, brochure updates, map updates, and ideas to increase awareness of the trail.</p>	<ol style="list-style-type: none"> 1. Jim Fostey 2. Linda Gamage 3. Martha Olijnyk 4. Steve Sage
<p align="center">Trail improvements/Resurfacing Ad-Hoc Committee</p>	<p>This Committee prioritizes Commission goals and projects. The Commission may decide this committee is not necessary, based on current projects in 2025.</p>	<ol style="list-style-type: none"> 1. David Becker 2. Stanley Ford 3. Steve Sage 4. David Walker 5. Jim Fostey
<p align="center">Licensing Ad-Hoc Committee</p>	<p>This committee was charged with reviewing the Limited Use Permit process, the Encroachment Policy and Removal Procedures, License Agreements, and proposed easements.</p>	<ol style="list-style-type: none"> 1. David Walker 2. Linda Gamage 3. Julia Dalrymple 4. Martha Olijnyk
<p align="center">Friends of the Paint Creek Trail Ad-Hoc Committee</p>	<p>This committee is charged with strengthening the relationship with the Friends of the Paint Creek Trail and reviewing the Memorandum of Understanding.</p>	<ol style="list-style-type: none"> 1. Conner Reiter 2. Dave Mabry 3. Linda Gamage 4. Jim Fostey
<p align="center">Bridge 31.7 Ad-Hoc Committee</p>	<p>The committee will assist with fulfillment of the MNRTF and TAP Grants to re-build Bridge 31.7 near Dinosaur Hill in Rochester Hills</p>	<ol style="list-style-type: none"> 1. Ken Elwert 2. Steve Sage 3. Stanley Ford 4.



MEMO

To: Commissioners, Alternates and Staff

From: Tom Correll, Trail Manager

Subject: March Manager's Report

Date: March 2025

Complaints/Vandalism/Feedback

- Feedback requesting connection near Village of Lake Orion/Orion Township border connecting Newton Rd to the trail. There is currently a small gate and informal walking path. A letter is attached at the end of the Manager's Report.

Repairs & Maintenance

- Trees marked on trail behind Jacobsen's Nursery in Lake Orion. Working with commissioner Reiter

Ongoing Projects

- Website Redesign – Feedback has been provided in version 2

Medical Emergencies/Police/Fire Calls on the Trail

- Unaware of any emergencies on the trail

Commission Ad-Hoc Committee Assignments (Updated 2/10/25)

Recognition Ad-Hoc Committee	Gamage, Buxar, Reiter, Mabry
Personnel Ad-Hoc Committee	Sage, Walker, Olijnyk, 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, Fostey
Trail Improvements & Resurfacing Ad-Hoc Committee	Becker, Ford, Sage, Walker, Fostey
Licensing Ad-Hoc Committee	Walker, Gamage, Dalrymple, Olijnyk
Friends of Paint Creek Trail Ad-Hoc Committee	Reiter, Mabry, Gamage, Fostey
Bridge 31.7 Ad-Hoc Committee	Elwert, Sage, Ford

2025 Priorities

Goals	Type	2024 Priority	Timeframe	Commissioner Notes
SE Rochester Property Development	Master Plan	1	2024-2025	
City of Rochester – Bridge 31.7 Replacement	Trail Safety	1	2024-2025	
Events – Trails Day, Labor Day, 40 th	Planning & Development	1	OG	
Trail Website	Administrative	1	Spring 2025	
License Agreement Updates	Administrative	1	Spring 2025	



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

2025 Paint Creek Trailways Commission Meeting Schedule

Regular meetings held the third Tuesday of every month at 7pm:

January 21, 2025 Paint Creek Cider Mill	July 15, 2025 City of Rochester Municipal Offices
February 18, 2025 Paint Creek Cider Mill	August 19, 2025 City of Rochester Municipal Offices
March 18, 2025 Paint Creek Cider Mill	September 16, 2025 City of Rochester Municipal Offices
April 15, 2025 City of Rochester Municipal Offices	October 21, 2025 Paint Creek Cider Mill
May 20, 2025 City of Rochester Municipal Offices	November 18, 2025 Paint Creek Cider Mill
June 17, 2025 City of Rochester Municipal Offices	December 16, 2025 Paint Creek Cider Mill

Paint Creek Cider Mill
4480 Orion Rd
Rochester, MI 48306

City of Rochester Municipal Offices
400 sixth St
Rochester, MI 48307