

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

Held at the Rochester Municipal Building, 400 Sixth Street  
Rochester, Oakland County, Michigan

**CALL TO ORDER:** The Tuesday May 19, 2009 meeting was called to order by Chairman Blanchard at 7:00 p.m.

**Voting Members Present:** David Becker, Rock Blanchard, Edward Peters, Maryann Whitman, Alice Young

**Voting Alternates Present:** Linda Gamage, Paul Miller, Kathy Thomas

**Non-Voting Alternates Present:** Jeff Matis (*enter 8:10 p.m.*), Martha Olijnyk

**Non-Voting Members Present:** None

**Voting Members Absent:** Marc Edwards, Richard Schultz, Ravi Yalamanchi

**Alternates Absent:** Penny Shults, Michael Webber

**Others Present:** John Makris, Attorney (*enter 7:12 p.m.*), Kristen Myers, Trail Manager

**APPROVAL OF AGENDA:** Trail brochure printing quotes will be added during the Manager's Report.

**MOTION** by Miller, supported by Young, ***Moved***, to approve the May 19, 2009 agenda as amended.

Ayes: All      Nays: None

**MOTION CARRIED.**

**PUBLIC COMMENT:** None

**CONSENT AGENDA:**

- a. Minutes of April 21, 2009 Regular meeting, approve and file
- b. April Treasurer's Report, receive and file
- c. Purchase Authorization – Computer & Monitor, approve
- d. Purchase Authorization – ArcView GIS Software, approve
- e. Contract – Oakland County Mounted Patrol, approve

It was noted that Ms. Young should be listed as absent in the April 21, 2009 minutes.

**MOTION** by Becker, supported by Young, ***Moved***, that with the addition of Ms. Young being listed as absent in the April 21, 2009 minutes, the consent agenda be approved as presented.

Ayes: All      Nays: None

**MOTION CARRIED.**

**APPROVAL OF INVOICES:** Ms. Myers presented the invoices in the amount of \$9,193.95. This total includes the estimated payment of up to \$7,000 for the Rochester Art Project frames (which is less than the original estimate) and Mr. Makris' professional services to regarding the lawsuit. Estimated fund balance is \$64,000.

**MOTION** by Young, supported by Gamage, ***Moved***, that the invoices presented for payment are approved in an amount up to \$9,193.95 and orders be drawn for payment

Ayes: All      Nays: None

**MOTION CARRIED.**

**NATIONAL TRAILS DAY – Rochester Art Project Unveiling – June 6, 2009:** Photos of the displays were circulated. As part of Rochester’s version of National Trails Day, there will be an official unveiling of the art project on June 6<sup>th</sup> at 9:30 a.m. that will coincide with the Historical Society’s “Make Elevator Shine” painting event at 10:00 a.m. Invitations will be sent.

**NATIONAL TRAILS DAY – Lake Orion Dual-a-thon – July 11, 2009:** Ms. Myers and Mr. Miller attended a meeting regarding this event. The event is a joint effort sponsored by the Lake Orion Rotary, the DDA, Hanson’s Running Shop and Paint Creek Bicycles. These organizations are handling all the planning and logistics for the event. The running event will be on the trail from Atwater to Kern, and the biking event will be in the north unit of Bald Mountain. Staging will take place at Children’s or Meek’s Park. More information forthcoming.

**FUTURE TRAIL COMMISSION MEETINGS – Location discussion:** The suggestion was made that future meetings could be held at the Cider Mill as it is more centrally located for all Commissioners. Discussion ensued on the pros and cons of this issue. Each community provides something to the Commission. Mr. Becker indicated that it is important to keep Rochester committed by providing the meeting space. A comment was made relative to the fact that Oakland Township provides office space for the staff, and if we start to hold the meetings there, we might be overstepping their generosity. If we meet in Orion, there is a chance that our meetings could be televised. Rochester is also in the process of televising meetings. Overall, the members are not adverse to moving meeting locations, but now is not the best time. This issue can be brought back for discussion at a later time.

**2010 DRAFT BUDGET:** Ms. Myers provided three versions of the draft 2010 budget. Based on the current economic situation, they detail a 6%, 8% and 10% reduction in operational funds from member communities and a 6% across the board decrease in contributions for patrol. The budget is up for discussion this month and approval in June. It is suggested that we get a feel for what each community is planning for next year’s budget. It is thought that budgets are probably going to be held status quo for the next year. Mr. Peters stated that the communities have to realize that the trail is an asset bringing revenue to the communities. We are doing a good job of managing and promoting the trail. We did not ask for an increase in member communities’ contributions last year, and did not ask for an increase in per diem – our budget should remain status quo. In looking at the 6% decreased budget – possibly we could ascertain if specific line items can be deleted – reduce those and then figure out what the overall percentage decrease is to the budget, rather than going with a straight 6% decrease. If we see a decrease of \$1,034 revenue in operations, what line items need to be decreased to match this amount. Ms. Myers believes telephone and on-line services can be reduced by \$300, office furnishings can be reduced by \$2,000 because the majority of purchases will be done this year, and office supplies can be reduced by \$50. A comment was made that we don’t need to discuss the budget item by item, as Ms. Myers knows where reductions can be made. Staff travel/training/development figures are OK. Members feel the publicity accounts should not be reduced as some of this budget could be used for promotion and fund-raising efforts. Perhaps instead of looking at ways to cut back on the budget, we should leave the dollar amount as is and think of different ways to use the money we are currently receiving. Ms. Myers was asked to contact each community to get an idea of what direction they are going when preparing their 2010 budget. The Master Plan should also be reviewed to see if improvements are planned for next year. After all the discussion, the consensus is to table discussion until after we know what the member communities are doing, and move in the direction of a status quo or a slightly decreased budget for 2010 based on what the other communities are doing.

**NOWAK & FRAUS CONTRACT APPROVAL:** Last month, the commissioners had some questions relative to the contract, and Ms. Myers provided copies of Nowak & Fraus' email response to these inquiries. Also, there is a \$1,687 quote to survey and stake the six problem properties that the encroachment subcommittee recommended. Mr. Makris has reviewed Nowak & Fraus' answers to our questions and their proposal, and feels it sufficiently addressed the contract terms and approved them for signature and approval by the Commission.

**MOTION** by Miller, supported by Becker, *Moved*, to approve the Nowak & Fraus contract for additional services to the Trailway Survey.

Ayes: All      Nays: None

**MOTION CARRIED.**

**MANAGER'S REPORT:** In addition to the written report, Ms. Myers indicated she has three quotes for the brochure printing on both 80# and 100# paper. Current brochures are printed on 100#, but this may be a little thick. Commissioners agreed to print the brochure on 80# paper. Sir Speedy had the smallest quote, M&B Graphics was a little higher, and Print Max was the most expensive. Ms. Myers will call for references on Sir Speedy and then decide between them and M&B Graphics.

**ATTORNEY'S REPORT:** Mr. Makris reported ITC is completing corrections to their license and we should have the finalized agreement at the next meeting.

**COMMISSIONER REPORTS:** Ms. Whitman circulated a booklet regarding invasive plants/species. Ms. Myers will look into ordering some copies for the office. Many comments were made about how nice the Rochester Art Project came out. A State Historic Marker was installed at Orion Township's Scripps Mansion last weekend.

**ADJOURNMENT OF REGULAR MEETING TO ENTER EXECUTIVE SESSION:**

**MOTION** by Young, supported by Miller, *Moved*, to adjourn the Regular Meeting at 8:45 p.m. and enter into Executive Session.

Ayes: All      Nays: None

**MOTION CARRIED.**

**MOTION** by Young, supported by Miller, *Moved*, to enter into Executive Session at 8:45 p.m. with the intention to return to Regular Session.

Ayes: All      Nays: None

**MOTION CARRIED.**

The Regular Meeting was called back to order at 10:12 p.m.

**MOTION** by Miller, moved by Young, *Moved*, that our attorney act as directed during the Executive Session.

Ayes: All      Nays: None

**MOTION CARRIED.**

**MOTION** by Young, supported by Miller, *Moved*, that the Encroachment Subcommittee act as directed during the Executive Session.

Ayes: All      Nays: None

**MOTION CARRIED.**

**NEXT MEETING: June 16, 2009 at 7:00 p.m.**

**ADJOURNMENT:**

**MOTION** by Young, supported by Whitman, *Moved*, that the May 19, 2009 Regular Meeting be adjourned at 10:15 p.m.

Ayes: All      Nays: None

**MOTION CARRIED.**

Respectfully submitted,

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KRISTEN MYERS, Trail Manager

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EDWARD PETERS, Trailways Secretary