



AGENDA AND NOTICE OF MEETING

Kiwanis Regional Trail Authority

of the Cities of Adrian and Tecumseh, and Charter
Townships of Adrian and Raisin

9:00 AM - Tuesday, June 11, 2024

City of Adrian

City Commission Chambers (back conference room)

159 East Maumee Street

Adrian, MI 49221

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1. CALL TO ORDER Join Zoom Meeting https://us02web.zoom.us/j/86374078250?pwd=rrilmuM2RizeWCOgQoJxUahXV2j5Jh.1 Meeting ID: 863 7407 8250 Passcode: 632799	
2. ROLL CALL / ESTABLISHMENT OF A QUORUM	
3. APPROVAL OF AGENDA 3.1. Approval of the June 11, 2024 agenda	
4. APPROVAL OF MEETING MINUTES 4.1. Approval of the May 14, 2024 meeting minutes KRTA - 14 May 2024 - Minutes - Pdf	3 - 6
5. PUBLIC COMMENT RE: ITEMS ON THE AGENDA	
6. TREASURERS REPORT - GREG ELLIOTT 6.1. Financial Report Revenues and Expenditures - 5-31-24 Balance sheet- 5-31-24	7 - 8
7. NEW BUSINESS: 7.1. Mannik & Smith Group Inc Engineering Inspection Report 7.2. Marketing Campaign Drone Footage Quote 7.3. Maintenance - Existing Trail	
8. KRTA MEMBER COMMENTS 8.1. KRTA Priority Projects A. Promedica Campus Connection B. Heritage Park Connection 8.2. Police Tricycle Grant Update	
9. PUBLIC COMMENT RE: ITEMS NOT ON THE AGENDA	

10. NEXT MEETING: JULY 9, 2024

11. ADJOURNMENT



Meeting Minutes

Kiwanis Regional Trail Authority

of the Cities of Adrian and Tecumseh, and Charter Townships of Adrian and Raisin

9:00 AM - Tuesday, May 14, 2024
Adrian City Chambers

The Kiwanis Regional Trail Authority met on Tuesday, May 14, 2024 at 9:00 AM in the Adrian City Chambers.

1 CALL TO ORDER

Chair Steele called the meeting to order at 9:00am.

2 ROLL CALL / ESTABLISHMENT OF A QUORUM

3 APPROVAL OF AGENDA

3.1. Approval of the May 14, 2024 agenda

Moved by Tom Hawkins
Seconded by Dan Swallow

Motion to approve the May 14, 2024 meeting agenda.

Yes: Dusty Steele, Greg Elliott, City Manager Dan Swallow, Jim Koehn, and Tom Hawkins

MOTION CARRIED 5-0 on a recorded vote

4 APPROVAL OF MEETING MINUTES

4.1. Approval of the April 9, 2024 meeting minutes

Moved by Tom Hawkins
Seconded by Jim Koehn

Motion to approve the April 9, 2024 meeting minutes.

Yes: Dusty Steele, Greg Elliott, City Manager Dan Swallow, Jim Koehn, and Tom Hawkins

MOTION CARRIED 5-0 on a recorded vote

5 PUBLIC COMMENT RE: ITEMS ON THE AGENDA

None

6 TREASURERS REPORT - GREG ELLIOTT

6.1. Financial Report

- Revenues as of 4/30/2024
- Expenditures \$38,817.06
- Current net of (38,450.35)

Moved by Dan Swallow

Seconded by Tom Hawkins

Motion to accept the financial report and place on file.

Yes: Dusty Steele, Greg Elliott, City Manager Dan Swallow, Jim Koehn, and Tom Hawkins

MOTION CARRIED 5-0 on a recorded vote

7 NEW BUSINESS:

7.1. Invoice for the Kiwanis Regional Trail Authority from the City of Adrian

Moved by Dan Swallow

Seconded by Jim Koehn

Motion to approve payment of the invoice from the City of Adrian in the amount of \$19,058.32 for Kiwanis Trail maintenance.

Yes: Dusty Steele, Greg Elliott, City Manager Dan Swallow, Jim Koehn, and Tom Hawkins

MOTION CARRIED 5-0 on a recorded vote

7.2. Special Event Request - Lenawee Endurance Club 5K/10K 2024

- Jacob Cooper via Zoom was available for discussion and questions pertaining to the Lenawee Endurance Club 5K/10K.

Moved by Jim Koehn

Seconded by Greg Elliott

Motion to approve the Lenawee Endurance Club 5K/10K event for Saturday, July 20th, 2024, beginning at 8:00AM along the Kiwanis Trail.

Yes: Dusty Steele, Greg Elliott, City Manager Dan Swallow, Jim Koehn, and Tom

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Hawkins

MOTION CARRIED 5-0 on a recorded vote

- 7.3. Mannik & Smith Group Inc Engineering Inspection Report
- Chair Steele has received from Todd Brown with Mannik & Smith Group a preliminary draft of the Engineering Inspection Report outlining potential bridge repairs and of the cost thereof. They will be present at the June 11, 2024, KRTA meeting to present their map, drawings and cost outlines.
 - For the safe usage and longer life cycle of the bridges, they have outlined costs of repairs ranging from \$50,000-\$250,000. In total, every bridge improvement would near \$1.8 million.
- 7.4. Marketing Campaign Drone Footage Quote
- Chair Steele is in communication with the service provider and will have further information presented at the June 11, 2024, KRTA meeting.
- 7.5. Maintenance - Existing Trail
- Member Elliot relayed communications from Jason Lawrence regarding trail maintenance.
 - Maintenance has included routine tree trimming, liter and leaf removal.
 - The pavement improvements at Trestle Park have begun this week.

8 KRTA MEMBER COMMENTS

- 8.1. KRTA Priority Projects
- A. Promedica Campus Connection
- Member Koehn presented a rendering of the potential expansion of the Kiwanis Trail towards Promedica Campus.
 - Discussion took place on working in conjunction with Citizens Gas as they obtain their easement, for access from the Kiwanis Trail Promedica campus connection.
- B. Heritage Park Connection
- No update.
- 8.2. Police Tricycle Grant Update
- No update

9 PUBLIC COMMENT RE: ITEMS NOT ON THE AGENDA

None

10 NEXT MEETING: JUNE 11, 2024

- 11 **ADJOURNMENT**
The meeting adjourned at 9:33am.

Draft

REVENUE & EXPENDITURE REPORT - KIWANIS REGIONAL TRAIL AUTHORITY

FOR THE PERIOD 5/31/2024

Description	YTD Balance 5/31/2024	1/1/23 - 12/31/23	1/1/22 - 12/31/22	1/1/21 - 12/31/21
KIWANIS REGIONAL TRAIL AUTHORITY				
MAY ACTIVITY				
REVENUES				
Contributions: None	366.71	108,377.13	128,987.02	100,000.00
TOTAL REVENUES	366.71	108,377.13	128,987.02	100,000.00
EXPENDITURES				
Invoices	57,875.38	54,689.52	78,154.32	24,109.14
City of Adrian - Inv. 264410 - \$19,058.32				
TOTAL EXPENDITURES	57,875.38	54,689.52	78,154.32	24,109.14
NET OF REVENUES & EXPENDITURES	(57,508.67)	53,687.61	50,832.70	75,890.86

Notes:

**KIWANIS REGIONAL TRAIL AUTHORITY
BALANCE SHEET AS OF 5/31/24**

ASSETS:

Cash	\$ 122,905.50
Accounts Receivable	\$ -

Total Assets \$ 122,905.50

LIABILITIES:

Total Liabilities \$ -

FUND BALANCES:

Unassigned	<u>\$ 122,902.50</u>
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Total Fund Balance \$ 122,902.50

Total Liabilities and Fund Balances \$ 122,902.50