Baileys Trail System
Managed by the Outdoor Recreation Council of Appalachia
Trail Monitor Report Form Instructions

Thank you for volunteering to monitor trails at the Baileys Trail System. Your efforts help us understand current trail conditions and trends over time. Please review the instructions below and follow these steps for submitting your Trail Monitor Report.

Baileys Trails Monitoring: Instructions

1. **Review Previous Trail Condition Reports:** Before heading out on the trail, please review the current trail conditions in the Baileys Trail System Trail Problems Map. Look over your trail(s) and click on the different icons to understand what issues have been previously reported on your trail. This will provide you with some background knowledge on your trail's current conditions so you understand what to look out for.

2. **Prepare to hit the trail:** You can trail monitor via foot or by bike. Make sure you bring a method to report on current trail conditions, whether that be your smartphone, a GPS, or a trail monitor report form. Note: The Baileys Trail System is closed to bikes during the winter months (check our website for updated closure dates), however you can monitor by foot during that time. Remember to bring a friend with you as trail monitoring is best done in pairs.

3. **Monitor!:** While riding, hiking, or running the trails, be prepared to stop to record the locations of and/or take photos of potential issues. On the following pages of this document, you can find information on what to report on and how to use GPS and photos to enhance your trail monitor report.

4. **Submit your Trail Monitor Report:** After monitoring, you should share the information you have gathered with ORCA. Choose the most convenient method for you:

   Option A: Fill out the online trail survey form
   Option B: Fill out the printable trail survey form. This can be scanned and emailed to reports@baileystrailsystem.org or dropped off at our office at 23 Main Street, Chauncey, OH. Contact us at info@orcaohio.com or (740) 677-0113 to schedule a drop-off.

Baileys Trails Monitoring: Definitions

Overall Trail Condition: Based on your observations, comment on how you believe the entire trail is doing overall. In the comments section, note any main issues or overall impressions.	
Excellent	There are few issues on the trail and therefore this trail is not in need of maintenance currently.

Fair	There are a moderate amount of issues on the trail and 1-2 large issues. This trail should be maintained soon to prevent further damage
Needs Attention	There are a number of issues including multiple large issues. This trail should be considered a priority for maintenance.
Trail Tread Condition: The trail tread is the surface of the trail where the user travels. This section asks about how wet or dry the overall surface of the trail is, not including any potential drainage issues.	
Ideal/Dry	Trail is in perfect condition for riding, hiking, or running. The surface is firm and compact, and no tire marks or boot marks are left on the surface when traveling.
Slightly Damp	Trail may still be drying out from a recent rain or thaw, and the surface is just a little moist. The trail is still navigable by bike or foot without leaving tire or boot marks on the surface.
Damp	Trail is too wet to ride due to leaving tire marks or ruts on the trail. A boot may leave an impression as well. This is the case immediately after some rain, or after a period of regular rain.
Very Wet	Trail is not navigable by bike and boot marks may be left. This is the result of a large rain event, frequent heavy rain over an extended period of time, or recent thawing after a freeze. This is not a good condition for any sort of activity on the trails (if you exit the trails after experiencing these conditions, we would still like to know about the trail conditions!).
Trail Corridor Condition: The Trail Corridor is the area of clearance in the brush and tree canopy through which the user travels. Especially in the springtime, a common maintenance need is pruning the area surrounding the trail to prevent growth from entering the corridor area. Another common trail corridor issue is a fallen tree blocking the trail.	
Good	Trail can be navigated on bike or by foot without brushing against vegetation. There are no fallen trees obstructing the trail.
Some Issues	Trail is beginning to experience vegetation growing into the trail corridor. There are no fallen trees obstructing the trail.
Needs Work	Trail needs pruning work to clear the branches growing into the trail. There may be one or more fallen trees obstructing the trail. For all fallen trees, note the location and size of the tree and ideally take some photos if possible.
Trail Drainage Condition: The trail drainage refers to the shapes and structures involved in trail construction which encourage water to flow off of the trail. Sometimes, drainages fail and need to be repaired. You are asked to report on drainage conditions so we can plan for drainage maintenance.	
Good	Signifies that there are no muddy spots or muddles, and if there are, they are very minor. This means the drainage systems are working well on the trail.
Some Mud	Signifies you noticed some minor to moderately-sized wet spots and/or puddles. This trail should be added to the list for drainage repair work.
Many Muddy Spots & Puddles	There are numerous and/or large muddy sections or standing water on the trail. Trails with this rating are a high priority for doing drainage repair work.
Trail Structure Condition: Trail Structures are any constructed structure throughout the trails. This includes trail signs, kiosks, bridges, rock gardens, culverts, and other structures.	
Intact	Intact structures are functioning properly and are without damage.
Needs Work	One or more structures are damaged and need repair. Be sure to note the location and type of structure.