Trail Agent Program Manual

updated Feb. 2018

To become a Trail Agent follow these steps:

1. As a **Pre-requisite**, read *OSI's Guide to Independent Stewardship for Trails* prior to training session. Approximate time: 60-90 minutes.

2. Attend an RFMBA Trail Agent training session, typically a 2 hour evening session. See following pages for a Synopsis of key issues to be reviewed during the training session.

3. Review **current list of Roaring Fork region trails** authorized for basic trail maintenance through this program. See attached.

4. Review **portable trail tool resources**. See attached.

5. **Report your accomplishments** via Unself volunteer time tracking web-app (start an account here). As a backup send report via email to RFMBA.   See attached for requested accomplishment report format.

6. Document comprehension of your training via **10 question Quiz**. See attached.

7. Confirm with RFMBA that your **field training component** has been satisfied.

8. **Sign program Agreement and Waiver** (on an annual basis), see attached.

   Note: If bringing along an un-trained or volunteer or two on a particular maintenance session, as allowed within the program, have them sign the Waiver portion only and return it to RFMBA.

RFMBA ROARING FORK MOUNTAIN BIKE ASSOCIATION · a chapter of IMBA INTERNATIONAL MOUNTAIN BICYCLING ASSOCIATION

Our mission is to create and sustain the best possible mountain bike trail system and experience in the Roaring Fork Valley.

Trail Agent Program Training - Synopsis

<u>Synopsis of *OSI's*</u>
<u>*Guide to Independent Stewardship for Trails*</u>

The goal of RFMBA's Trail Agent training session is to ensure that all Trail Agent candidates have read and fully understand the Outdoor Stewardship Institute's *Guide to Independent Stewardship for Trails*. The *Guide* was developed by a committee of dedicated trail advocates to meet the needs of public land managers.

Understanding the *Guide* will give you the flexibility to perform basic trail maintenance on your favorite local trails on your own time and schedule. Your personal efforts will bolster the scheduled group & public trail projects undertaken by RFMBA, Roaring Fork Outdoor Volunteers (RFOV), and other volunteer groups. Your efforts on the ground will contribute directly to RFMBA's mission of maintaining local trails in great condition, while also leveraging increased volunteerism for additional trail and bike advocacy funding.

The *Guide to Independent Stewardship for Trails* elaborates on these key program issues:

1. **Basic Purpose:** The Guide teaches fundamentals of basic trail maintenance to volunteers working in groups of three or less people. This means that once authorized, you can bring one or two friends with you to help with basic trail maintenance.

    The training does not address new trail construction, nor does it address the group dynamics and leadership skills required in groups of four or more people. Crew Leader Training is offered for those wishing to volunteer their time and skills towards larger groups or for new trail construction projects.

2. **Agency Protocols, Safety & Risk Management:** Since your volunteer time towards basic trail maintenance will be authorized by public land managers, to the benefit of the trail using public, an understanding of key relationships is required.

    Land Managers (BLM, Pitkin County OS&T, etc.) and Volunteer Organizations (RFMBA, RFOV, etc.) each operate with a combination of insurance requirements and slim budgets that could be threatened by the risky actions of individuals. This training program aims to educate on the potential risks inherent in performing basic trail maintenance, so that they can be mitigated as much as possible.

    Understanding the protocols expected of independent Trail Agents is key to the program's overall success. RFMBA has coordinated the program's approval with individual land managers and will report volunteer accomplishments on a monthly or seasonal basis. Trail Agents conduct themselves appropriately while on the trail, and report on their accomplishments on a timely basis. In addition, Trail Agents will not

hesitate to direct questions to RFMBA (rather than the time-constrained public land manager) as they arise, and report trail issues to RFMBA that land managers may be able to address (massive blow down of trees, trail reroute needed, etc.) in the future.

In general, Trail Agents are expected to utilize risk assessment and mindfulness best practices to undertake only basic trail maintenance actions that are (1) safe to accomplish, (2) safe for passing trail users, and (3) safe for future trail users.

3. **Tool Safety:** In order to minimize risk for Trail Agents and other trail users, the acronym **C.U.S.S.** is useful to memorize when considering sharp metal tools. **Carry** and pack tools safely, **Use** tools properly, **Store** tools wisely, and (never forget…) **Safety** whenever trail tools are involved is of paramount concern.

4. **Accomplishment Reporting:** Collecting Trail Agent metrics (time & date volunteered, trail name or segment maintained, description of work, description of work not accomplished) allows RFMBA and land managers to calculate total volunteer hours for the program, for each trail system, and for individuals.

   Depending on descriptions of work not accomplished, it also allows for a greater understanding of where future trail maintenance needs should be scheduled for group projects. Lastly, RFMBA can leverage your Trail Agent volunteerism for additional difficult-to-secure grant program funding.

5. **Trails Overview:** Each existing trail has a particular history of it's original construction and it's current use (frequency, direction, and type of trail user). Understanding the land manager's standard for a given trail will inform the type of basic trail maintenance that may be needed. Don't forget to ask RFMBA if you're not sure what the standards are for a given trail.

   Trail Anatomy can be broken down into just a few key terms: Trail Corridor, Trail Tread, Backslope, and Critical (or downhill) Edge. Understanding the dimensional standards for a given trail will inform your maintenance of the trail corridor. Understanding the flow of water will inform maintenance that allows the trail tread to be outsloped.

   Drainage Structure maintenance also requires visualizing the flow of water; proper maintenance will ensure that water leaves the trail so that water erosion does not cause deep ruts or continually muddy trails. Knicks / swales are the only new drainage structures approved for construction through this program (since larger structures often require a larger group and different skills to accomplish).

   Maintaining the character, or difficulty level, of the trail will often mean that no work is required. Unless a truly dangerous situation is encountered (very low hanging branch, loose day-lit tripping hazard root, etc.) it's often best to move onto the next section of trail.

6. **Trail Tools:** Trail Agents should understand how to carry, transport, use, and store the trail tools most useful for basic trail maintenance, as well as where they can borrow or purchase them. RFMBA has both traditional & portable trail tools available for Trail Agents, and purchase suggestions are also included in this manual.

7. **What's Next?** After reading OSI's *Guide to Independent Stewardship for Trails*, and attending an RFMBA Trail Agent training session, you'll be asked to fill out the 10 question Quiz included in this manual. The Quiz serves as proof of your comprehension of all of the key issues.

   Once you've passed the quiz, discuss with your RFMBA trainer your history to date of trail work volunteerism. RFMBA requires on-the-trail experience with trail tools as a final sign-off for any new Trail Agent. If you are new to RFMBA, you may need to attend a scheduled group project to compete this training requirement.

   Once you've received sign-off for your on-the-trail experience, it's time to sign the program agreement and waiver, hit the trails, and report on your accomplishments as well as any notable trail conditions.

8. **RFMBA's vision for this program** is to allow for an expansion of volunteerism on our local trails. As a Trail Agent, you may select to dedicate a few hours or an entire day to maintaining your favorite local trail. You may even wish to adopt a favorite trail and take care of it throughout the spring, summer, and fall seasons, bringing a friend or two along on each outing. Ask us about trail adoption opportunities.

   Importantly, we expect that you will schedule your time on the trail to fit well with your family, work, and play time. In fact, we encourage you to keep that folding saw or telescoping loppers in your pack, get out for a big ride, and tackle any fallen trees or a remote section of trail corridor or trail tread, and report your total volunteer hours as your entire door to door effort.

Roaring Fork Mountain Bike Association
Trail Agent Program
Listing of Trails authorized and prioritized for basic trail maintance by trained Trail Agents.

Note 1: Listed trails are (1) mostly singletrack, (2) used by or open to mountain bikers. Dirt roads & hiking only trails are not currently included.
Note 2: Below Land Managers have given approval for Trail Agent Program basic trail maintenance actions.
Note 3: Highlighted trails are prioritized for maintenance work in 2018.

BLM = Bureau of Land Managment, Colorado River Valley Field Office
WRNF = White River National Forest, Aspen-Sopris Ranger District
CoA = City of Aspen - Parks, Open Space & Trails
TOSV = Town of Snowmass Village - Parks, Open Space, Trails, & Recreation
PCOST = Pitkin County - Open Space & Trails
ASC = Aspen Skiing Company
CoGS = Cit of Glenwood Springs, Parks & Recreation Dept.
ToNC = Town of New Castle

Aspen / Snowmass Area

Trail Name	Trail Mileage	MTB project map link	Land Manager	LM Sub-unit	2nd Land Manager	Known Maintenance Issues?	Misc. Notes:
Ajax Trail	1.4	https://www.m	CoA		ASC	needs corridor trimming	
Midland Trail	0.4	https://www.m	CoA				
Marolt OS trails	0.3	https://www.m	CoA				More spurs exist than shown in MTBproject map.
Moore OS South	0.9	https://www.m	CoA				
Moore OS North	0.3	https://www.m	CoA				
Maroon Creek Trail	1.1	https://www.m	CoA				
Oregon Trail	0.7	https://www.m	ASC - Buttermilk Ski A	WRNF			Portion may be WRNF.
Rio Grande Trail singletrack spurs	0.3	https://www.m	CoA			needs corridor trimming	
Burlingame Gorge Connector	0.3	https://www.m	CoA				
BLM Parking to HC Connector	0.3	https://www.m	CoA		BLM		
Hunter Creek Connector	0.3	https://www.m	CoA			needs corridor trimming	
BTS	0.9	https://www.m	CoA		PCOST		
Tootsie Roll	0.9	https://www.m	CoA		PCOST		
Hunter Creek Cutoff	1.1	https://www.m	CoA		WRNF, PCOST		Northeastern portion is WRNF.
Lollipop Trail	1.7	https://www.m	CoA		WRNF, PCOST		Northeastern portion is WRNF.
Hunter Creek Trail	4	https://www.m	CoA		WRNF, PCOST		Northeastern portion, a majority, is WRNF.
Verena Mallory Trail	0.3	https://www.m	AVLT		(adj. landowner)		A legal case is underway to establish a public prescriptive easemen
Hunter Valley North	0.9	https://www.m	WRNF	Aspen-Sopris RD			
Hunter Valley South	0.9	https://www.m	WRNF	Aspen-Sopris RD			
Iowa Shaft Trail	0.9	https://www.m	WRNF	Aspen-Sopris RD			
Lower Lollipop Trail	0.7	https://www.m	WRNF	Aspen-Sopris RD			
Hummingbird Trail	1.8	https://www.m	WRNF	Aspen-Sopris RD			
Lower Plunge Trail	0.8	https://www.m	WRNF	Aspen-Sopris RD			Adopted by Hotel Jerome. Major Reroutes set for Lower-Lower Plu
Upper Plunge Trail	0.8	https://www.m	WRNF	Aspen-Sopris RD			
Hunter Creek (Overlook) Trail	0.8	https://www.m	WRNF	Aspen-Sopris RD			
Hobbit Trail	1.6	https://www.m	WRNF	Aspen-Sopris RD			
4 Corners to Van Horn Park Trail	0.9	https://www.m	WRNF	Aspen-Sopris RD			
Van Horn Overlook Spur	0.6	https://www.m	WRNF	Aspen-Sopris RD			
Secret Trail	0.7	https://www.m	WRNF	Aspen-Sopris RD			
Secret-Jedi Trail	0.8	https://www.m	WRNF	Aspen-Sopris RD			
Tinpot Trail	2.4	https://www.m	WRNF	Aspen-Sopris RD			
Shadyside Trail	2.6	https://www.m	WRNF	Aspen-Sopris RD			
Shadyside to Sunnside Connector	0.1	https://www.m	WRNF	Aspen-Sopris RD			
Sunnyside Trail	5.5	https://www.m	WRNF	Aspen-Sopris RD			Adopted by Aspen Cycling Club
East Rim Trail	1.2	https://www.m	WRNF	Aspen-Sop	ASC - Aspen Mt. Ski Area		
Scottie's Trail	3.9	https://www.m	WRNF	Aspen-Sop	ASC - Aspen Mt. Ski Area		
Congo Trail	1.7	https://www.m	WRNF	Aspen-Sop	ASC - Aspen Highlands Ski Area		
Buttermilk Bowls Trail	1.7	https://www.m	WRNF	Aspen-Sop	ASC - Buttermilk Ski Area		
Government Trail	6.6	https://www.m	WRNF	Aspen-Sop	ASC - Buttermilk Ski Area		Adopted by Aspen Cycling Club
West Government Trail	3.5	https://www.m	ASC - Snowmass Ski A	WRNF			
Anaerobic Nightmare	0.6	https://www.m	WRNF	Aspen-Sopris RD			
Sequel	0.6	https://www.m	WRNF	Aspen-Sopris RD			
Powerline	1.2	https://www.m	ASC - Snowmass Ski A	WRNF			DO NOT MAINTAIN (Part of ASC Snowmass Bike Park system)
Expresso	1.5	https://www.m	ASC - Snowmass Ski A	WRNF			DO NOT MAINTAIN (Part of ASC Snowmass Bike Park system)

Trail Name	Trail Mileage	MTB project map link	Land Manager	LM Sub-unit	2nd Land Manager	Known Maintenance Issues?	Misc. Notes:
Cross Mt. Trail	2.7	https://www.m	ASC - Snowmass Ski A	WRNF			DO NOT MAINTAIN (Part of ASC Snowmass Bike Park system)
Verde	3.8	https://www.m	ASC - Snowmass Ski A	WRNF			DO NOT MAINTAIN (Part of ASC Snowmass Bike Park gravity trails
Valhalla	3.3	https://www.m	ASC - Snowmass Ski A	WRNF			DO NOT MAINTAIN (Part of ASC Snowmass Bike Park gravity trails
Viking	2	https://www.m	ASC - Snowmass Ski A	WRNF			DO NOT MAINTAIN (Part of ASC Snowmass Bike Park gravity trails
Vapor	2.8	https://www.m	ASC - Snowmass Ski A	WRNF			DO NOT MAINTAIN (Part of ASC Snowmass Bike Park gravity trails
Trail 16	1.5	https://www.m	ASC - Snowmass Ski A	WRNF			DO NOT MAINTAIN (Part of ASC Snowmass Bike Park gravity trails
Hannon Creek Trail	5.3	https://www.m	WRNF				
Johnson Creek #2184	1.8		WRNF	Aspen-Sopris RD			
Rocky Fork Trail	10.9	https://www.m	WRNF				
Red Canyon Trail (FS 1933)	6.4	https://www.m	WRNF				
Red Canyon Trail	1.7	https://www.m	PCOST				
2186.2 Arbaney Spur	0.5	https://www.m	WRNF				
Arbaney-Kittle Trail	18.7	https://www.m	WRNF		BLM		Majority is on WRNF; western 4 miles is on BLM.
Lower Buttermilk Trail			ASC - Buttermilk Ski A	CoA			Proposed Trail, projected to be built Summer 2018.
Butterline	1.1	https://www.m	CoA				aka Buttermilk Connector
Airline	2.1	https://www.m	PCOST		FAA	needs corridor trimming	
Cozyline	3.2	https://www.m	PCOST				
Skyline Ridge	2.1	https://www.m	PCOST			needs corridor trimming	
Viewline	1.9	https://www.m	PCOST		TOSV		
Deadline	1.6	https://www.m	PCOST		TOSV		
Seven Star Trail	4.2	https://www.m	PCOST		TOSV		
Highline	1.4	https://www.m	TOSV				
Lowline	1	https://www.m	TOSV				
Tom Blake	4	https://www.m	TOSV		WRNF		Southern middle portion is WRNF.
Stark's Trail	0.6	https://www.m	TOSV				
Nature Trail	0.7	https://www.m	TOSV				
Ditch Trail	1.7	https://www.m	TOSV		WRNF		Majority is on WRNF.
(Campground) Connector Trail	1.6	https://www.m	TOSV		ASC/WRNF		
Village Bound	2.9	https://www.m	ASC		TOSV		
Discovery Trail	2	https://www.m	ASC		TOSV		
Rim Trail	7.8	https://www.m	TOSV				
South Rim Connector	0.3	https://www.m	TOSV				
Mountain View	1	https://www.m	TOSV				
Basalt / Carbondale Areas							
Trail Name	**Trail Mileage**	**MTB project map link**	**Land Manager**	**LM Sub-unit**	**2nd Land Manager**	**Known Maintenance Issues?**	**Misc. Notes:**
Light Hill BLM Area routes			BLM				No known singletrack routes
BLM #8331A	3.8	https://www.m	BLM				aka Lower Sopris Divide (confirm?)
Ditch Trail	1.3	https://www.m	WRNF	Aspen-Sopris RD			
Upper Ditch Trail	0.6	https://www.m	WRNF	Aspen-Sopris RD			
Mill Creek #1910	1.7	https://www.m	WRNF	Aspen-Sopris RD			
Basalt Mt. #1911	3.5	https://www.m	WRNF	Aspen-Sopris RD			
Cattle Creek Trail #1909	3.7	https://www.m	WRNF	Aspen-Sopris RD			
Red Table Trail	5.7	https://www.m	WRNF	Aspen-Sopris RD			
Lone Pine Trail	4.9	https://www.m	WRNF	Aspen-Sopris RD			
North Fork Trail	5.2	https://www.m	WRNF	Aspen-Sopris RD			
Short Line Trail	0.4	https://www.m	WRNF	Aspen-Sopris RD			
Ruedi Overlook #1912	6.5		WRNF	Aspen-Sopris RD			Note: not currently open to mechanized use.
Lily Pad Lake #1907	2.5	http://www.mo	WRNF	Aspen-Sopris RD			
Glassier OS Trail	2	https://www.m	PCOST				
Buckhorn Traverse	4.4	https://www.m	BLM	Crown SRMA			
Buckhorn	3.7	https://www.m	BLM	Crown SRMA			
Outie	2.4	https://www.m	BLM	Crown SRMA			
Innie	3.4	https://www.m	BLM	Crown SRMA			
North Porcupine	2.5	https://www.m	BLM	Crown SRMA			
Father of Ginormous	1.9	https://www.m	BLM	Crown SRMA			
English Trim (ET)	0.2	https://www.m	BLM	Crown SRMA			
South Porcupine	1.2	https://www.m	BLM	Crown SRMA			Lower elevation portion is private land, part of land exchange propo
Christmas Tree	0.5	https://www.m	BLM	Crown SRMA			Lower elevation portion is private land, part of land exchange propo
Trough	0.3	https://www.m	BLM	Crown SRMA			Lower elevation portion is private land, part of land exchange propo
Ginormous	0.3	https://www.m	BLM	Crown SRMA			Lower elevation portion is private land, part of land exchange propo

Trail Name	Trail Mileage	MTB project map link	Land Manager	LM Sub-unit	2nd Land Manager	Known Maintenance Issues?	Misc. Notes:
Monte Carlo	1.6	https://www.m	BLM	Crown SRMA			Lower elevation portion is private land, part of land exchange propo
Lower Monte Carlo	1.4	https://www.m	PCOST				
Prince Creek Trail	1.4	https://www.m	PCOST				
Skill Saw (Lower Creek Side)	0.5	https://www.m	BLM	Crown SRMA			
Creek Side	1	https://www.m	BLM	Crown SRMA			upper elevation portion may be on private land.
Skull Bucket	1.9	https://www.m	BLM	Crown SRMA			
Jens (Skull Bucket access)							lower portion of trail is on private land.
Buzzard Basin #1957	4.1	https://www.m	WRNF	Aspen-Sopris RD			
Hay Park #1957	9.3	https://www.m	WRNF	Aspen-Sopris RD			
Lorax Trail	5	https://www.m	BLM	N. Thompson ERMA			Non-mapped southern portion needs corridor work.
Lorax Lower Connector	0.4	https://www.m	BLM	N. Thompson ERMA			
Three Gulch Trail	1.1	https://www.m	BLM	Red Hill SRMA			
Blue Ribbon	1.3	https://www.m	BLM	Red Hill SRMA			Major trail reroute during 2017.
Skeeter's Ridge Trail	0.5	https://www.m	BLM	Red Hill SRMA			
Roller Coaster	0.2	https://www.m	BLM	Red Hill SRMA			
Bogus Trail	1	https://www.m	BLM	Red Hill SRMA			
Faerie Trail	1.4	https://www.m	BLM	Red Hill SRMA			
Elk Traverse	1.6	https://www.m	BLM	Red Hill SRMA			
Outer Loop	0.7	https://www.m	BLM	Red Hill SRMA			
Northside Loop	4.9	https://www.m	BLM	Red Hill SRMA			
Sage Loop	1.2	https://www.m	BLM	Red Hill SRMA			
Fisher Creek	4.9	https://www.m	BLM				Mix of singletrack and doubletrack.
Fisher Creek Connector	0.5	https://www.m	BLM				
Perham Creek #1949			WRNF	Aspen-Sopris RD			Note: not currently open to mechanized use.
Braderich Creek Trail (Tall Pines) #	5.6	https://www.m	WRNF	Aspen-Sopris RD			
Lake Ridge Lakes #2093	2.7	https://www.m	WRNF	Aspen-Sopris RD			
Middle Thompson #1950	4.8	https://www.m	WRNF	Aspen-Sopris RD			
S. Branch Thompson #1951	3.4	https://www.fs.	WRNF	Aspen-Sopris RD			
Beaver Creek #2092	3.5	https://www.fs.	WRNF	Aspen-Sopris RD			
Coal Basin #1953	6.1	https://www.m	WRNF	Aspen-Sopris RD			
Dexter Park #1953	2.6	https://www.m	WRNF	Aspen-Sopris RD			
Coal Basin Trail - North	2.2	https://www.m	WRNF	Aspen-Sopris RD			

Glenwood Springs Area

Trail Name	Trail Mileage	MTB project map link	Land Manager	LM Sub-unit	2nd Land Manager	Known Maintenance Issues?	Misc. Notes:
Forest Hollow #1910	5.6	https://www.m	WRNF	Aspen-Sop	BLM		Eastern portion is on WRNF.
Lookout Mt. Connector	0.7	https://www.m	BLM				
Boy Scout Trail	2.5	https://www.m	BLM	CoGS			
Wulfsohn Trail South TH	0.5	https://www.m	CoGS				
Stevie Bob Trail	1.1	https://www.m	CoGS				
Vanderhoofin' It	0.6	https://www.m	CoGS				
Wulfsohn Trail North TH	0.5	https://www.m	CoGS				
Defiance Trail	1.4	https://www.m	CoGS				
Olsen Trail	0.6	https://www.m	private	CoGS			Jim Neu: Waiting for trail easement to be signed.
Cross Trail	1		CoGS				
Fall Line Trail	0.2		CoGS				
Grandstaff Trail	3.4	https://www.m	CoGS				

New Castle Area

Trail Name	Trail Mileage	MTB project map link	Land Manager	LM Sub-unit	2nd Land Manager	Known Maintenance Issues?	Misc. Notes:
Lower Jolley Trail	0.4	https://www.m	ToNC				
Middle Jolley Trail	0.3	https://www.m	ToNC				
Upper Jolley Trail	0.5	https://www.m	ToNC				
Prendergast Hill Trail	0.7	https://www.m	ToNC				
Medaris Ditch	0.7	https://www.m	ToNC				
Salty Dalty	0.3	https://www.m	ToNC				
Pubview	0.5	https://www.m	ToNC				
Alder Park Connector	0.3	https://www.m	ToNC			Reveg. old fall line portions	With new signage, should serve as new Colorow West TH.
Colorow Trail Connector	0.4	https://www.m	ToNC				
Colorow Trail East	1.1	https://www.m	BLM	NC ERMA			

Colorow Trail West	1.1	https://www.m	BLM	NC ERMA		
Colorow Trail Viewpoint Spur	0.3	https://www.m	BLM	NC ERMA		
Zenny's Loop	1.1	https://www.m	BLM	NC ERMA		Approved through BLM EA process 5/2017.
Ole Roller	0.7	https://www.m	BLM	NC ERMA		Approved through BLM EA process 5/2017.
Sweet Mother	1.4	https://www.m	BLM	NC ERMA		Approved through BLM EA process 5/2017.
Crimson Ride	0.5	https://www.m	BLM	NC ERMA		Approved through BLM EA process 5/2017.
Half Time	0.7	https://www.m	BLM	NC ERMA		Approved through BLM EA process 5/2017.
Jasper Trail	1.9	https://www.m	BLM	NC ERMA		Approved through BLM EA process 5/2017.
Stairway to Heaven	2	https://www.m	BLM	NC ERMA		Approved through BLM EA process 5/2017, not yet constructed.
Cherry Creek Trail	4.1	https://www.m	WRNF	Rifle RD		
Cherry Creek to Mansfield Connect	0.75	https://www.m	WRNF	Rifle RD		
Mansfield Ditch	11	https://www.m	WRNF	Rifle RD		
Main Elk Trail	2.2	https://www.m	WRNF	Rifle RD		
	353.55	Total mileage of above listed routes.				

Roaring Fork Mountain Bike Association			
Trail Agent Program			
Portable Tool Resources			
RFMBA has a cache of portable tools that trained Trail Agents may borrow.			
1. Tools are currently stored in Aspen and Carbondale. All loaned equipment should be used with care, and returned in good working order.			
2. Trail Boss USA kits with 3 part handle, pulaski, mcleod, saw & scabard, 4 kits are available. These pack up easily into medium sized backpacks.			
3. Portable folding saws, telescoping loppers, and small loppers. 2-4 of each are available.			
4. Traditional tools are available for loan. Most of these are not packable during bike rides, but are perfect for days on foot when you can carry full size tools. Pulaskis, McLeods, Shovels, Rogue Hoes, Pick Mattock, 4-6 of each are available.			
5. Call 970-948-3486 to determine tool availabillity and schedule pickup.			
Trail Agents are encouraged to invest in their own portable tools; below resources will be updated periodically.			
Portable Tools	**Price**	**Online link**	
Trail Boss: Strong, versatile, lightweight and packable, modular system. $395 for full kit (with s/h) that includes. 3 part handle, Pulaski head, Mcleod head, saw & scabard. Rogue hoes, leather protectors, and other modular parts are available.	Varies	http://www.trailbossusa.com	
Fiskars Extendable Handle Lopper with Single Pivot (9166)	$22	https://www.amazon.com/gp/produ	
Fiskars 25 Inch Extendable Power-Lever Lopper	$29	https://www.amazon.com/Fiskars-I	
Fiskar 15" powergear super pruner	$28	https://www.amazon.com/gp/produ	
2060BGT Green Thumb Bypass Hand Lopper, 15-Inch	$12	https://www.amazon.com/gp/produ	
Bond 3378 1-1/2-Inch Mini Bypass Lopper	$23	https://www.amazon.com/gp/produ	
Silky Folding Landscaping Hand Saw BIGBOY 360 Large Teeth 354-36	$62	https://www.amazon.com/gp/produ	

RFMBA **ROARING FORK** **MOUNTAIN BIKE ASSOCIATION** *a chapter of* **IMBA** INTERNATIONAL MOUNTAIN BICYCLING ASSOCIATION

Our mission is to create and sustain the best possible mountain bike trail system and experience in the Roaring Fork Valley.

Trail Agent Program - Accomplishment Reporting

Report your accomplishments via the Unself volunteer time tracking app. Click here to get your Unself account started. This system is in development but is very simple to use. Note that the app is web based and works with any type of web browser, even on your phone. When logged in on your phone, "send to homescreen" and Unself will appear and behave like a normal app. Be sure to include the below info. with each volunteer effort you report.

If you're not up and running with Unself yet, please email TrailAgentProgram@RFMBA.org the below information after each independent volunteer session.

1. **Your name.**

2. **Date** of Trail Agent session.

3. **Total hours** volunteered (Typically door to door, travel to/from trailhead counts).

4. **Trail Name** (indicate land manager if not obvious).

5. **Description of work accomplished** (# of trees cleared, length of corridor cleared, # of drainage structures maintained, # of knick / swales created, segment of trail where work was focused, etc.)

6. **Report of un-met complex trail maintenance needs** (to allow RFMBA and land manager to address at a future date). Describe location of the need.

7. If applicable, provide the names, contact & signed waivers of 1-2 max. untrained volunteers that accompanied you for this session. Add their total volunteer hours & work accomplished description to your own report for #3, #5, above.

Trail Agent Program - Quiz

Trail Agent candidate name (Print Legibly): _____

Take this quiz to document your comprehension of the OSI's *Guide to Independent Stewardship for Trails* and RFMBA's Trail Agent Program.

1. This training was developed to _____.
   A) teach basic trail maintenance to volunteers working independently.
   B) teach new trail construction techniques and large group leadership skills.
   C) allow trail users to take care of local trails with minimal supervision and coordination.
   D) both A. and C.

2. A Trail Agent may engage in independent trail maintenance _____.
   A) with a maximum of 2 untrained volunteers / friends.
   B) with as many untrained friends and family members as possible at one time.
   C) with no need to report work accomplished.
   D) on absolutely any trail they choose.

3. The most important part of trail maintenance as a Trail Agent is _____.
   A) accomplishing urgent and important work, no matter the risks involved.
   B) changing the character of the trail to fit your personal preference.
   C) your personal well-being and safety.
   D) both B. and C.

4. Risk Assessment _____.
   A) should be undertaken before leaving the trailhead for a trail maintenance session.
   B) should be internalized and practiced continuously by Trail Agents.
   C) is complicated and takes too long to consider properly.
   D) both A. and B.

5. Trail Agents always remind themselves & their 1-2 untrained volunteers to _____.
   A) CUSS: Carry, Use, and Store tools Safely.
   B) think twice and act carefully before swinging a sharp tool near other people.
   C) sign the program waiver and report accomplishments.
   D) All of the above.

6. A Land Manager's Trail Maintenance Standards _____.
   A) relate to a trail's location, expected user types, and projected level of use.
   B) can be revised by a Trail Agent.
   C) address the trail corridor height and trail tread width.
   D) both A. and C.

7. Trail Corridor maintenance includes _____.
    A) not removing cut and dead plant material off of the trail tread.
    B) removal of woody plants, and pruning of branches within the corridor.
    C) leaving cut ends of fallen trees very close to the trail's tread.
    D) All of the above.

8. Trail Tread maintenance _____.
    A) includes encouraging water to sheet off the outsloped tread.
    B) is straightforward because changing the "character of a trail" is not important.
    C) does not address the "critical edge" or berm that can develop on the tread's edge.
    D) includes removing all visible rocks and roots.

9. Trail Drainage Structure maintenance _____.
    A) involves analyzing the drainage problem given the dynamics of flowing water.
    B) causes existing sections of rutted trail to get worse.
    C) can happen less frequently if drainage knicks / swales are constructed up-trail.
    D) both A. and C.

10. Accomplishment Reporting allows RFMBA and Land Managers to _____.
    A) understand total volunteer hours for an individual, trail system & the program.
    B) understand type and quantity of volunteer work accomplished.
    C) understand current / future trail maintenance needs as reported by Trail Agents.
    D) All of the above.

Candidate score: _____ out of 10.

Our mission is to create and sustain the best possible mountain bike trail system and experience in the Roaring Fork Valley.

Roaring Fork Mountain Bike Association - RFMBA

Trail Agent Program AGREEMENT AND WAIVER <u>2018</u>

PLEASE PRINT LEGIBLY

Name _____ Phone (h) _____ Email _____

Mailing Address _____City / State / Zip _____

INDEPENDENT STEWARD / TRAIL AGENT PROGRAM - AGREEMENT

The Independent Steward / Trail Agent training was developed to teach the fundamentals of basic trail maintenance to volunteers working independently. Having completed the program's course, I know how to identify and perform basic trail corridor, trail tread and drainage structure maintenance, as well as how to recognize and report on other more complex maintenance needs. Having completed the program's course, I understand basic safety and risk assessment and how to appropriately work with and represent my Sponsoring Volunteer Organization (Roaring Fork Mountain Bike Association - RFMBA) and Land Management Agencies in order to work within their protocols.

I understand that as a trained individual, I may engage with a maximum of 2 un-trained volunteers to accomplish basic trail maintenance. My training is not intended as a Crew Leader for Trails training. My training does not give me permission to re-route trails or build new trails. If I wish to learn more about crew leadership for volunteer groups, new trail construction, or volunteer project management, I will seek additional training opportunities with RFMBA, Roaring Fork Outdoor Volunteers or with the Outdoor Stewardship Institute.

I agree to abide by the rules and regulations provided to me by RFMBA while participating in this program. I further agree to submit a timely report on the Independent Stewardship / Trail Agent activities I conduct throughout <u>2018</u>. I will utilize the reporting structure provided to me by RFMBA, and will submit a report for each day or session that I volunteer my time as an Independent Steward / Trail Agent. I will report on the basic trail maintenance accomplished and also report on other more complex trail maintenance needs that can be addressed by RFMBA and Land Managers on a scheduled basis. I will represent this program, RFMBA, and Land Managers in a positive light when I encounter other trail users.

Signature _____ Date _____

WAIVER AND RELEASE
THIS IS A RELEASE OF LIABILITY - PLEASE READ CAREFULLY BEFORE SIGNING

In return for receiving permission from RFMBA to participate as a volunteer with the Independent Steward / Trail Agent Program during 2018, I agree to assume all risks of loss and injury that may arise out of my participation and I agree to waive any and all claims against RFMBA and the other parties described below.

I hereby release, and agree to indemnify and hold harmless RFMBA, program participants, and anyone else involved with this program and their respective agents, representatives, officers, employees, successors, assigns and insurers, hereinafter referred to collectively as "the Releasees", from any and all liability, claims, demands or actions or causes of action whatsoever, arising out of damage, loss or injury to my person or property, whether anticipated or unanticipated, while participating in any of the activities contemplated by this agreement, whether such damage, loss, or injury results from the negligence of the Releasees, their respective agents, officers, employees, successors, assigns and insurers or from some other cause. This release and agreement shall be binding upon me, my heirs, successors, assigns, administrators and executors.

I expressly acknowledge, represent and agree that expressly identifying and explicitly naming the respective agents, representatives, officers, employees, successors, assigns and insurers of the parties released, all of whom I intend to be released by this document, is a practical impossibility for the parties. The undersigned and the parties released herein expressly acknowledge that, for good and valuable consideration, the terms "respective agents, representatives, officers, employees, successors, assigns, and insurers", however used in this Waiver and Release Agreement are expressly and explicitly intended to include all and each and every individual, person, firm, entity and corporation who are now, or at any time may have been included in the specifically listed categories.

I realize that working within this program may involve the use of tools as well as other risks and hazards. I may be working around other program participants who may not be accustomed to this type of labor. I am aware of the risks and hazards inherent in participating and do hereby assume sole responsibility for all such risks and waiver all claims against the Releasees, their respective agents, representatives, officers, employees, successors, assigns and insurers.

I grant RFMBA and other program sponsors permission to utilize my image in photographic recordings of the program and I waive any right to claim compensation in exchange for participating in the program.

I agree to abide by the rules and regulations to me by RFMBA while participating in this program. I hereby acknowledge that I have read, understood, and voluntarily agreed to the foregoing waiver and release agreement.

Signature _____ Date _____

Printed Name _____ Email Address _____ Phone _____

Person to contact in case of an emergency:

Printed Name _____ Email Address _____ Phone _____

Signature of parent / guardian if volunteer is less than 18 years of age:

Signature _____ Date _____

Printed Name _____ Email Address _____ Phone _____