



Mason County TIP-CAP Minutes

Meeting Date: July 15, 2020, 5:30 -6:59 pm
Location: Mason County Public Works, Conference Room A
100 W Public Works Drive
Shelton, WA 98584

Attendance Roster

<u>TIP-CAP Members</u>	<u>Yes/No/Excused</u>	<u>Public Works Staff</u>
Jack Johnson, Chair	Y	Loretta Swanson
Jeff Carey, Co-Chair	Y	Mike Collins
Mark Carlson, UGA City	Y	Dave Smith
Pete Butkus, District 2	E	Lucy Castillo
Philip Wolff, Bicycle/Pedes.	Y	
Don Pogreba, Dist. 3	Y	
Mike Ringgenberg, Transit	Y	
Tim Lincoln, Dist. 1	Y	

Agenda Item 1. – Roll Call

The meeting was called to order and took roll -- a quorum was achieved. There was a traffic accident on Hwy 3, so Jack was expected late.

Agenda Item 2. – Welcome and Introductions

No guests were in attendance.

Agenda Item 3. – Minutes and Agenda; Review and Adopt

- a. Review and Adopt the June 18, 2020 minutes: **Motion was made and seconded to accept the minutes as written – motion passed.**
- b. There was no agenda for this meeting. Topics from the last meeting minutes were used as a reference. The budget diversion was requested to be on the agenda.

Agenda Item 4. – Mason County Info & reports & Action items

- a. **Shelton Valley and Deegan Culverts Update:** these projects are well underway. The plan was to work on Deegan Road first; it was closed on July 6th. There was a lot of prep work done first. We have an existing 36" culvert being replaced with a 22' wide metal culvert. Details on how it was done was explained. County forces built and installed it and have done a good job. It should be completed by tomorrow (July 16th.) It took about two weeks, which is what we had estimated. Public Works (PW), will be returning to do the asphalt. Shelton Valley Road will be closed on July 20. Burlington will be delivering the 14-foot wide box culvert replacement. This type was selected because there was not much coverage between the creek and the road. It's a diagonal design that will keep us within the right of way. It will be excavated out on July 21 & 22nd. Burlington is the supplier and be delivering it on July 22nd; Snell Crane will be setting it in place. This area is close to the power lines, so it will be turned off during the two days while this is being installed. PUD also did brush trimming work in the area while the road was closed. Fish rock will be added and it should be done by the end of next week. The guardrails to these projects

will be contracted out. It was noted that on the previous meeting minutes the residents were not agreeable to the design, but are now very cooperative and seem to be pleased how things are going. We have a good working relationship with the neighbors. Mike C., Dave and the crew have done a really nice job in that regard.

- b. **Triton Head Drive Paving** – PW has a chip seal program that has about 35 miles of roads have been be marked for improvements that include Triton Head Drive, Webb Hill Road and Beacon Point. The Triton Head Drive conditions is that it's too narrow for the equipment and the ROW is too small. So, dug-outs were done and then did a two-inch overlay. The overlay is expected to last 20-25 years. The work was done by County forces. Beacon Point Road has plenty of width, but will have spots dug out and then chip sealed because its more efficient to do it this way. PW will be looking at other roads. Each road system will have a different application to bring them up to better standards. They will be evaluated for what's best depending on their condition.
- c. **Equipment and different chip seal method:** (*Handout: photographs*) Jack provided photographs of equipment and methods for the group to consider for intersections and safety.
 - Okanogan County chip seal - was added to the road's lanes only where vehicle tires are traveling. It appears more economical as it uses less aggregate and oil. This could be a huge benefit because we would be getting more miles or road chip sealed. This method would also not cover up the painted lines. *Example: North Bay had overlay, then five years later was chip sealed.* proposed PW try (as sample) this method in the future—maybe next year. *It was confirmed that the IMS truck does measure deflection.*
 - North Shore Road (WSDOT) – two pictures to show an electronic sign alerting of construction in progress, which was the installation of reflectors. Mason County has a program starting that addresses the 09-Roads that don't have stripes or reflector buttons and will include paper-like reflectors that work well at only \$2.00 each. These are great for rainy nights and fog. Setting a goal such as 20/year to promote it was suggested. Identifying the roads that would benefit from these items was suggested.
 - A stop sign that lights up in Kitsap County – it's solar powered with a motion sensor. Jack would like the members to consider doing a certain number of these each year. The cost is unknown. The Hoodspport crosswalk with push button activation cost about \$35,000. Public Works is paying WSDOT for the work.
 - Why Agate was done with hot mix asphalt (HMA) and not chip sealed was asked: Agate Road is identified as a major collector, and chip seal is usually done as preservation until it can be done with HMA. The shoulders were also done as a change order to the original project contract. Another project will be starting that will do almost the rest of Agate Road – to the bottom of the hill, with the remainder to be done next year.
 - Mike and Dave worked on an agreement with WSDOT the Hoodspport crosswalk where Public Works will be paying WSDOT for the work. The crosswalk has a push button to activate and is solar-powered. The cost was about \$34,000 that included installation and maintenance for a year. Improvements on Sand Hill is also under consideration for rapid flashing beacon at a crosswalk by the ball fields. Sales taxes were clarified: if the State is doing the work, there is no sales tax, but if the work is contracted out there is.
 - Public Works received pricing for additional electronic equipment. Three sets of portable speed indication signs that include traffic counters have been purchased at approximately \$4,000 each. They are versatile and mountable. So, it is estimated that the Okanogan systems cost approximately \$10,000.
 - Intersection speed cameras were discussed: it was said that people can deny it was them driving making them more troublesome. These are not widely used outside city limits.

- d. **Revenue Update:** projections are improving. 83% was anticipated to receive, it's been increased to 85%. It was said that there isn't much deviation from last years' projections. It was recommended to re-divert the budget's diversion funds from the Sheriff's back to the roads. The budget instructions call for 1% on the property tax. There is a lot of design work is underway. Work on the next TIP starts next month with the first entry due in the beginning of August. By the beginning of October, the commissioners must adopt the budget, so this group should have their recommendation done no later than early September. A draft of the TIP will be provided at the next meeting.

Agenda Item 5. – Old Business & Follow-Up Items

- a. **PowerPoint Presentation:** Don is working on getting photographs of bad roads and gravel roads. There will be changes in the slides regarding the budget diversion with more emphasis on what the County can accomplish with the diverted funds.
- b. **Budget Diversion:** it was speculated that the Commissioner's reason for this funding diversion is to balance the budget.
- Most citizens do not know what it is including the staff where property taxes are paid.
 - It was recommended that this group campaign hard in public and educate the people or the Sheriff can submit bills for what is spent.
 - It is strongly felt that it's not justifiable and the Sheriff hasn't been spending it.
 - Comments from citizens were received regarding the Sheriff's response time.
 - How other counties are doing their budgets can be found on the CRAB website.
 - There was a discussion on Levy Shifting: this is when funding increases from one levy while decreasing to another, but not increasing the total funding because they have a cap. For example, the road tax levy and property tax levy. Mason County rarely uses this method. It can offset other budgets items.
 - There will be handouts with each presentation that will further explain what the diversion is along with the committee's position on it.
 - Another thing the committee recommended is for information on what PW can do with \$2.1-mil., or what's not being accomplished. A photograph in the slides with a gravel road full of potholes was recommended as an example of what can be done with more funding. Specific project costs estimates are needed.
 - The County is looking into doing more residential road work.
 - The 07 & 08 roads are in pretty good shape. The 09 Roads (local access roads have not been done. They have not been neglected, but they are not a priority, so their condition is such that they will require more work to bring back up to standards. \$110,000 per mile for materials is the estimated cost for asphalt at 22-feet wide and 2-inches deep. This is about half as much as a contractor would cost with county crews being used. \$400-500,000 per mile is what it typically costs for a contractor.
 - There was a discussion on the chip sealing process – the thickness of chip sealing on roads is about 3/8th inch for a single shot. Gravel roads typically get double shots of chip seal.
 - Educating the public (on the road ratings) will help them understand.
 - It was noted that letting road repairs go for too long get worse and require being reconstructed. The County can't afford this. PW will get details on how many miles of these roads there we have. The costs of a recent similar project that has just been completed will be shared at the next meeting.

Agenda Item 6. – New Business & Special Projects

a. Mason County Transit:

- With the Cares Act, Mason County Transit has a \$1.8-mil budget with reserves available.
- Sales tax is a concern, though the Mason County sales tax is up due to people shopping locally more. 87% of the riders were lost in March. Normally the budget is 2% below the previous year.
- On July 27 another shift will be coming out; changes are anticipated; Saturday service has not restarted yet. Currently due to social distancing, only 10 people can be on the buses/four people on the smaller buses.
- The Belfair Park & Ride status: this project has been modified to include others and is out for bid on the Builders Exchange website.
- The Round-a-bout is done. Others will be built in the future. The speed limit signs were updated. It was confirmed that the city will be moving forward on the Pair Orchard Park & Ride, which will include being dug out then capped and then they'll go back to work. Where the funding is coming from is unknown at this time.

b. **Bridge Report:** PW will forward the link to the members.

c. **TIP-CAP web site:** updating is in progress.

Agenda Item 7 – Member Reports

Hwy3 and Hwy 108 interchange: details of how often its changing was shared; it was determined that the light changing is working great. More traffic is anticipated in Belfair: 800 more people are returning to work at the shipyards.

Agenda Item 8 – Items for Next Meeting

1. Annual TIPS
2. Diversion (Budget)

Agenda Item 9. – Close meeting

Meetings will continue to be held on the second Tuesday of the month.

Meeting adjourned at 6:59pm.

Action Items:

Loretta: will bring the draft TIP; members will work on recommendations.

Mike Collins will bring details on how many miles of 09 roads there we have with the costs of a recent similar project that has just been completed.

Loretta: will send the recent bridge report link to the members.

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