



Mason County Transportation Improvement Program Citizen Advisory Panel (TIP-CAP)

Meeting Minutes

Meeting Date: April 13, 2022, 4:30 -6:45pm
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	E	Loretta Swanson
Jeff Carey, Co-Chair	Y	Mike Collins
Mark Carlson, UGA City	Y	Dave Smith
Tim Lincoln, Dist. 1	E	Lucy Castillo
Vacant, Dist. 2	E	
Don Pogreba, Dist. 3	Y	
Amy Asher, Transit	Y	Guest:
Philip Wolff, Bicycle/Pedes.	Y	Kobree Glaser

Agenda Item 1. – Roll Call – The meeting was called to order and roll was taken -- a quorum was achieved.

Agenda Item 2. – Welcome and Introductions – Kobree Glaser, Public Works Engineering and Construction Assistant Manager. Loretta welcomed Amy to the group stating it was great to have new eyes on-board; additions, updates and improvement ideas are welcomed.

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

- a. **Review and Adopt the March 8, 2022 minutes:** there was a motion made and seconded to accept the minutes with correction – motion carried.
- b. **Approval of the agenda:** There was request from a member to add a report with costs on John’s Prairie Road designed as a one way with a traffic circle at the top and the process that would be required. There was a motion made and seconded to accept the agenda with the additional items – the motion carried.

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

- a. **The County Road Projects Update was provided by the County Engineer:** The County Engineer provided a briefing of the road activities and an update of the upcoming road projects:
 1. [CRP 2023 Lower Uncle John’s Fish Barrier Removal](#) – Mike
 - **Community Meeting Report:** 800 flyers were mailed to the local residents. Mike, Dave and Kobree attended the meeting held on April 7th, at the Agate Grange #275 on Agate Loop Road. There were over 50 people in attendance of which only a half dozen preferred to make it a dead-end. The concerns with the dead-end option were that there would be only one exit route, emergency vehicles will take longer to arrive, and there is a hill. Public Works timed the route to

sunset by way of Agate Road several times and it is an additional 1-minute, 17-seconds. There is another option that would include installing a culvert similar to others that are being done. A consultant has been assigned. The area was reviewed and the discussion included the road being closed in July during the Upper Uncle John Culvert Replacement, the road used as the detour during the Agate Resurfacing Project construction, pedestrian trails, Average Daily Traffic, and funding options.

- Next steps: members were encouraged to gather opinions of the community.
- Request for TIP-CAP recommendation: it was suggested that this could be a potential grant project.

2. Romance Hill Preliminary Design – Dave

- Rail Crossing and overall project update: Skillings Consultants were assigned/tasked with the extension and corridor alignment. They were also assigned the permit for crossing through the Navy. The Navy has requested more information. Puget Sound & Pacific crossing requirements were provided. Design and permit fees were discussed. The application fee is \$6,000.00; the design cost is estimated at about \$70,000.00; the cost to cross the railroad is about \$1.5-million. The total cost is unknown. Public Works has submitted a special request for \$12-million from the legislature for the project. The project scope and budget impacts were discussed. Funding was discussed. Once funded, that it may take about six months to design and the project would need to be constructed within four years. It was said there are four to five trains that use this route per week.
- Next steps: The Commissioners will be briefed on Monday (April 18th) and are expected to provide direction.
- Request for TIP-CAP recommendation: the members were asked to provide their input and submit options for consideration. Public Works will provide any additional information to assist with their recommendations.

3. Grant Call for Projects: [Bridge, Ped/Bike and Safe Routes to Schools](#) – Mike and Dave

- Potential projects: The funding will be available for school trails. Mike, Dave and Kobree have been looking at potential projects and they were identified on a map. Simpson was said to have donated land to the City of Shelton and will be approached for County land donation. Transit plans to add a station near Turning Point. Existing trails were discussed. Roesell Road and trail was said to flood. There is a meeting being scheduled with Public Works that will include design work and options. The schools have not requested anything, but they do have needs. BRAC funds are for bridge projects only. The grants are \$800,000.00 per project. A trail from Shelton Springs Road was discussed. Other locations included Brockdale Road to McEwan-Prairie, and Mason Lake Drive to Mason-Benson Road.
- Request for TIP-CAP recommendation: Amy offered support letters on any projects. May 28th is the deadline for the grant application. Walker Park was suggested.

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

1. Gravel conversion criteria and Project List – Jeff

Establishing additional criteria was suggested. The original ranking method was explained. The County Engineer added that this year's list has Right-of-way (ROW), culverts, and drainage issues. Maintenance costs was a criterion. Public Works will update the list and then send to the members.

2. Sunnyslope Gravel Road – Jeff

Sunnyslope was done because of its ease. Developing criteria for prioritizing was suggested.

3. Diversion – Mark

It was noted that the Commissioners are being more accountable; \$900,000.00 of the unused diversion funds was returned, but Public Works did not receive much of the funds. Levy Shifts were explained. It was added that Diversion holds the Sheriffs accountable on their expenditures.

Agenda Item 6. – New Business & Special Projects

- a. Proposed Annual and 6-Year TIP projects – Jack
 - o NE Newkirk Road extension to NE Katchemak Lane. Currently, it's a gravel road.
 - o NE Belfair Street to NE Northshore Road.
- b. Belfair UGA Impact Fees and review of future projects – Jack
 - Planned action Environmental Impact Statement (EIS), and codes were explained. Developers can be requested to mitigate the impacts adjacent to their development.
 - o A separate project list was recommended, and
 - o Inviting WSDOT for their input on what needs to happen first.

There was a discussion on zoning and unbuildable land.

It was recommended that agenda items 6 c-g be moved to old business in order for the group to work on them. The members were encouraged to develop their lists for the six-year and annual transportation improvement plan. It was also noted that the UGA representatives are not limited to their areas and may send project recommendations to Lucy. Potential grant projects must be on the STIP (Statewide Transportation Improvement Program).

- c. Belfair UGA projects – Jeff
 - This topic was addressed with 6.a.
- d. Allyn UGA projects – Jeff
 - This topic was also discussed with 6.a.
- e. East Razor Rd Study – Jeff
 - The road has a slow-moving slide. The County Engineer provided details on options and explained the process of repairing the slide. Replacing the existing drainage is an option. The alternatives report was completed in 2019 and includes connection options in the study. Public Works will post the study onto the TIP-CAP webpage. Public Works has hired a new Right-of-way agent, who will be working on this project.
- f. Johns Prairie Road Proviso Report – tabled.
- g. [SR 3 Roundabouts @ Pickering and Agate](#) – Jeff
 - The discussion included projects Mason County Transit is working on, issues in Allyn, and the RTPO (Regional Transportation Planning Organization).

Agenda Item 7 – Member Reports

None.

Agenda Item 8 – Items for Next Meeting

Johns Prairie Proviso Report

Agenda Item 9. – Close meeting

Meeting adjourned at 6:45 PM.