



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

Meeting Minutes

Meeting Date: March 13, 2024, 4:34 - 6:18 p.m.
 Location: Mason County Public Works,
 100 W Public Works Drive, Shelton, WA 98584

Attendance Roster

TIP-CAP Members	Yes/No/Excused	Public Works Staff
Philip Wolff, Dist.1 Rural--Chair	Y	Loretta Swanson
Tim Lincoln, Dist.1 Rural	Y	Dave Smith
William Harris, Dist.1 Belfair/Allyn UGA	Y	Amy Braakman
Vacant, Dist.2 Rural	E	
Vacant, Dist.2 Hoodspout or Union RACs	E	
Vacant, Dist.2 Rural	E	
Don Pogreba, Dist.3 Rural--Co-Chair	Y	
Vacant Dist.3 Rural	E	
Blair Schirman, Dist.3 UGA City	Y	

Agenda Item 1. – Roll Call

- The meeting was called to order and roll call was taken- a quorum was achieved.

Agenda Item 2. – Welcome and Introductions

- No guests

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

a. Review and adopt the February 14, 2024, minutes:

Motion was made and seconded to accept the minutes as written with the minor change of replacing the word ‘backflow’ with ‘schedule contingency’ - motion carries.

b. Approval of the agenda:

Motion was made and seconded to accept the agenda as presented- motion carries.

Agenda Item 4. – Mason County Reports & Action Items

a. Grant Application Status:

Dave gave an update to our RAP (Rural Arterial Program) Funding projects which was due on March 1st. We submitted several competitive projects to CRAB (County Road Administrative Board). We compete with Grays Harbor, Thurston, Lewis, Pacific, Cowlitz, Clark & Skamania Counties for funding.

Projects submitted:

- Matlock Brady Road MP 24.68 – 26.26 for \$1.6 million dollars. 3-R project.
- Bear Creek Dewatto Road MP 6.6 -7.8 for \$1.2 million dollars. 3-R project.
- Lynch Road MP 2.2 cross-culvert drainage project for \$632 thousand dollars
- Bear Creek Dewatto MP 6 for a cross-culvert drainage project for \$500 thousand dollars.

CRAB will review the projects and award funding for the submitted projects in September. Maximum amount of money awarded per County per biennium is \$1.6 million dollars.

Loretta gave the website information for the County Road Administrative Board (CRAB) so the Panel can see how the money that comes in from the gas tax gets allocated to CRAB and then how they distribute that money out to the Counties.

Don asked about the millions of dollars that the feds were going to re-distribute for infrastructure—have we seen any of that?

Loretta answered, yes. Some of that money has been going into existing projects where we have had cost overruns. She said they also have added a variety of new Federal Grant programs, infrastructure, bridge work, so yes, they definitely been pushing it out. Loretta said that there is a formula for allocations to each county.

Phil asked if this was the State Gas tax.

Loretta answered, yes, a portion of the State.

Phil then asked how does the Federal Gas Tax fit in?

Dave said it is for our STP Funds (Surface Transportation Program). These funds are primarily for preservations. We use it for paving.

Loretta gave a quick rundown on other Grants that have a call for projects:

- Safe Routes to Schools
- Biking/Pedestrian paths

Applications are not due for a while, but in June they are wanting to know what types of projects that we would be interested in submitting. We have had citizens in the Island Lake area concerned about walking and biking around the Island Lake area. We also have had some school districts express some interests. The Southside School District, like we talked about the last meeting and the North Mason School District is interested in maybe a sidewalk on Sand Hill Road.

3 types of projects that can be applied for under the grant:

1. Education encouragement

Would pay the School District to get the word out to have like a "Bike to School Day" or "Walk to School Day".

2. Feasibility

"What if" to see how to make physical improvements. Would use community outreach to come up with a 60% design at the end.

3. Construction

We have a game plan; we are going to design and build this.

Blair asked if we had a bike to school day, how close are we to public health dollars?

Loretta answered that this is a 100% grant, no match required, but if we had a grant match it would be a perfect way to blend in the funding.

b. Comp Plan Update

Mason County has been granted an additional 6 months to get the Comp plan completed.

Will, who is also on the Planning Advisory Committee (PAC), talked about the last PAC meeting in which they discussed the additional overview of the county and the projected growth. A big question for him is how do we tie out transportation & how do we talk to all the other groups so it's a very collective solution?

Don asked if sub-contractors are helping to write it.

Will said they are definitely involved, and some contractors do some outreach to the community.

Loretta encouraged the panel to check out the Mason County Comp Plan on the County website and think about the role TIP-CAP wants to play in the transportation planning element to the plan. Do we say no more development in Belfair and Shelton UGA until we address the level of service issues on our intersections? Or do we work with a commitment that we are on a hunt for funding to get this resolved? These are tough decisions that need to be thought about.

Will says he believes that early engagement is key rather than waiting for later. That way we can give input to the subs as they start to develop.

Dave says we have provided updated data to the consultants like traffic counts & accident history.

Don asked when Planning gets a development project, when does Public Works get involved with it?

Loretta answered during the SEPA, in terms of the mitigation. She gave an example of a plat off of Deegan Road East that Dave has been working on with City of Shelton and WSDOT. The first phase of

this subdivision will come out onto the city streets, but the last phase would be having the road connect to Deegan Road which will then connect to Shelton Matlock Rd/Railroad Ave, near the on/off ramps for US 101 (State right-of-way).

Dave says that Deegan Road is in the urban growth area of Shelton, so it will be in the City limits at one point. The City is wanting us to build the County road to City standards in anticipation of the annexation. Loretta explained that it is not realistic to build sidewalks in such a rural area at this time, but rather design the lane widths so it could easily be upgraded to curb/gutter/sidewalks in the future.

Phil asked how many anticipated homes there were for this project.

Dave says about 300 single family homes.

Loretta talked briefly about a few other upcoming projects around the county: The Peacock Ridge development, which is within the City of Shelton and some apartments off of Shelton Springs Road. She also said that she had just heard from the City today that the Port of Shelton had just received a grant to extend the City Sewer all the way up Shelton Springs Road to the Port. Currently the sewer line ends at the High School.

Phil asked about the status of the Toonerville project.

Dave answered that we still waiting on Local Programs. We are not able to order the culvert until we have their approval and if we can't get the culvert ordered by the end of this month, he's not sure that we would be able to do the project this year.

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

a. Public Outreach

Panel went through each slide of the PowerPoint presentation and discussed the information on the slides. Changes were made to the slides as needed.

Tim asked if we should brief the Commissioners first with the presentation before going out to the public. Loretta agreed and said that she will brief the Commissioners once the presentation is completed.

There were more discussions about how and where to do the Public Outreach meetings. It is really up to the Panel to decide what will work with their schedules to do the presentations.

Loretta did say that Commissioner Shutty really wants an outreach meeting in the Matlock area to ensure they are giving their input on the Beeville Loop Dry Bed Creek Culvert and a meeting around the Island Lake area.

Agenda Item 6. Member Reports

Phil shared some photos that he taken at the SR 300 intersection near the QFC and SR 3 intersection.

Discussion ensued about the feasibility analysis for the SR 300 intersection and possible remedies.

Phil also shared pictures from the DNR logging project that took place along the Elfendahl Pass Road.

Agenda Item 7.

The meeting adjourned at 6:18 p.m.