

**Clallam County Trails Advisory Committee (TAC)
December 6, 2023 Meeting Minutes**

A. WELCOME/INTRODUCTIONS:

The meeting was called to order and conducted via video/phone conferencing.

Members Present: Andy Stevenson (Chair), Gordon Taylor (Vice-Chair), Jennifer Reandeau, Justin Zarzeczny, Gary Gleason, Dick Gritman, Kat Sample, Charlie Commeree, Bill Biery, Lorrie Mittmann, Erik Rohrer, Charlie Commeree, and Wendy Clark-Getzin.

County Representatives: Steve Gray, County Public Works Dept. (Ex-officio TAC member)
Mike French, County Commissioner

Public: Grant Hermann

B. MODIFICATIONS/ADDITIONS TO AGENDA: NONE

C. APPROVAL OF MINUTES: The November 1, 2023, meeting minutes were amended to reflect Erik Rohrer in attendance, and approved with no objections.

D. ANNOUNCEMENTS:

- Member Mittmann noted that she heard that Run the Peninsula went well and had good participation. She also noted there was a Turkey Trot on the Waterfront Trail on Thanksgiving which was well-attended.
- Member Clark-Getzin noted three WSDOT – Active Transportation Division grant programs that ODT jurisdictions should track for potential future project submittals: (1) Safe Route to Schools Program; (2) Ped-Bike Program; and (3) Connecting Communities Program. She noted JSKT has received \$250K from the Connecting Communities Program for the rehabilitation of the Dungeness Railroad Bridge Park. Member Gray noted that locally programmed Surface Transportation Block Grant funding by Clallam County was also awarded to the bridge rehab project. Chair Stevenson shared perspectives on the Connecting Communities Grant Program.
- Member Gray thanked everyone for responding back to him on interest for reappointment to the TAC. He noted that reappointments will be briefed with the County Commissioners at the upcoming Monday December 11 work session with action likely on December 26. He thanked everyone for volunteering and acknowledged and thanked Gary Gleason and Kat Sample who are not seeking reappointment for their years of service on the TAC.
- Member Gray reported that the Clallam County Six Year Transportation Improvement Program for 2024-2029 period that included the projects reviewed and supported by the TAC was approved by the County Commissioners on November 7, 2023.

E. TRAIL PROJECT AND MAINTENANCE REPORTS

1. *ODT improvement/expansion project updates:*

- ODT-Forks to La Push: Member Gray reported the County is waiting for revised right-of-entry letters from FHWA-WFL. The letters are requests for permission from landowners to allow consultant team to do cultural and environmental field work in corridor.
- RAISE Grant Update: Member Gray reported that the City of Port Angeles held a meeting with all co-applicants and members of the Puget Sound to Pacific Collaboration (PS2P) on November 15 and noted some key takeaways:
 - The city held a kick-off meeting with U.S. Dept. of Transportation (USDOT), Federal Highway Administration (FHWA) and is in the process of working with the FHWA/USDOT on the Agreement covering the 34 project areas by 14 jurisdictions.

- Goal is to start to obligate project funding by Spring 2024.
- No work is eligible for reimbursement until City has signed an agreement with USDOT.
- City and Co-Applicants varied in approach to in-house or contract out work in the 34 project areas, with some voicing likely to 100% contract work out and others stating will in-house or have a mix of in-house and contract work. Clallam County RAISE project work is anticipated to be a mix of in-house and contract work.
- WSDOT will likely serve as the lead to administer the RAISE grant like other federal funded transportation projects. Still unknown whether the City of P.A. will work directly through WSDOT or each Co-Applicant.
- Next Check-in Meeting targeted sometime in January or February 2024.

Member Commeree noted that WSDOT was approached previously to take lead and said no. Member Gray noted that they did not agree to role to be lead applicant. Their role now would be to lead grant/project administration duties. Discussion followed.

- RCO Local Maintenance Grant Award Update: Member Gray indicated the award is for \$90,255, with \$53,255 available for the tractor and tool attachments (e.g., flail boom mower) and the balance of \$37,000 for the Salt Creek Restroom Repairs. The County submitted a budget schedule and statement to comply with Inadvertent Discovery of cultural resources requirements. Anticipate grant agreement execution and ordering tractor and attachments in January. The tractor is to be stored at the Port Angeles shop. Chair Stevenson requested TAC be provided with information on the equipment that gets ordered.
- Potential ODT Trail Routes on DNR Lands Site Visit Report: Member Gray reported he met with Brian Turner, DNR Straits District Manager to review several potential routes on DNR lands north of Joyce between Camp Hayden and Whiskey Creek Roads. He noted that there are challenges and options to connect to the DNR lands across private property on both the east and west ends.

Member Gray would like to set up a sub-committee to assist him in reviewing potential route(s). He anticipates several meetings including a site visit. The goal is to inform the County's RAISE Grant project for the trail gap between Thompson/Onella Rd and Gossett Road in the Joyce area. Chair Stevenson and Member Mittmann indicated their interest to be on the sub-committee. Discussion followed.

2. *County Volunteer ODT/OAT Trail Crew Maintenance Project Reports:*

The County volunteer crew led by Jeff Ralston held three OAT work parties in November with a continued focus on tread/drainage improvements. Trail segments addressed were in the areas of Milepost 4-5, 11 and 20-21. Member Gray noted there has been great participation on crews with several new members added.

3. *County ODT/OAT Maintenance Reports:*

County maintenance efforts in November continued to focus on ODT and OAT trail corridor leaf/debris blowing. Other work highlights included down tree cut-outs (various locations); installation of a memorial bench east of Spring Road crossing; installation of a fence along south-side of trail at the ODT Matriotti Creek crossing to discourage off-trail access; ODT brushing/chipping work various locations.

Member Gray noted motorized vehicle access issues again at several ODT west end locations that Member Rohrer reported to the County. Issues include moving large rock barriers, cutting bollard locks, and driving around rock/bollard barriers. Mr. Rohrer, who is also an ODT volunteer trail adopter, was able to reposition a couple of rocks. Jeff Ralston has installed new bollards at issue areas to discourage access.

4. Other ODT/OAT Reports:

Member Taylor noted that PTC volunteers continued to be focused on trail surface sweeping and blowing efforts to remove leaves and other debris.

Member Sample noted that a person will be applying for her alternative BCHW position. She also inquired on the status of the OAT-Whiskey Creek Bridge replacement. Member Gray noted funding has not yet been secured for the planned \$80K to \$100K fiberglass bridge. Discussion followed, including identifying 2024 lodging tax grant and private donations as potential funding sources.

DISCUSSION AND BUSINESS ITEMS:

1. Current Signage at Carlsborg and Kitchen-Dick Road Crossings

Member Gray provided a summary of current warning signs for both road and trail users at both the ODT Carlsborg and Kitchen-Dick crossings as a follow-up to the November meeting discussions on potential safety improvement options. Near-term action is to improve signage location and visibility prior to and at ODT-Carlsborg Road crossing.

Chair Stevenson recommended brushback work to improve site lines on the eastside of Kitchen-Dick Road crossing.

2. Ideas for 2024 Committee Interest and Focus Areas

Initial areas of Committee interest in 2024 included:

- Invite City of Sequim, Port Angeles, and Jefferson County for ODT plans and project updates.
- Invite PS2P Kitsap County Partners to a trail meeting.
- ODT Route Planning North of Joyce
- ODT Route Planning between ODT-Camp Creek Trailhead and Forks, including the North Fork of Calawah River route(s) that are now under new ownership.
- Information on connections of other DNR allowed mountain bike trail to OAT

3. First Meeting in 2024: There was **consensus** to cancel the January TAC meeting. The first meeting in 2024 will be held on February 7.

F. PUBLIC COMMENTS: NONE

G. ADJOURNMENT: The meeting was adjourned at approximately 2:40 p.m.