

# Clallam County Trails Advisory Committee (TAC) November 20, 2019 Meeting Notes

## WELCOME/INTRODUCTIONS

The meeting was opened.

*Members Present:* Andy Stevenson, Dave Burt, Jennifer Reandeau, Justin Zarzeczny, Gary Gleason, Dick Gritman, Kat Sample, Chuck Preble, Charlie Commeree, and Bob Lake.

*County Staff:* Steve Gray, County Public Works-Road Department

*Public in Attendance:* Gordon Taylor, Andy Marr, and Richard Bloomer.

Steve noted that the Open Public Meeting Act (OPMA) training will need to be rescheduled (likely December meeting) due to the speaker Elizabeth Stanley, County Deputy Prosecuting Attorney, needing to take care of sick family member. Steve noted that all County Committees receive this training.

No other changes were made to the agenda.

## APPROVAL OF MEETING NOTES:

The October 16, 2019 meeting notes were approved without amendment.

## BUSINESS/DISCUSSION ITEMS:

1. ***Open Public Meeting Act (OPMA) Training.*** The training will be re-scheduled.
2. ***Open Committee Representative Position Vacancies.*** Steve Gray noted that that this was a good time to review committee representation as we head into 2020. He distributed and reviewed a handout of current committee representation and vacancies. Vacancies include Western Area Trails Advocacy Group, Olympic National Park (ONP), and U.S. Forest Service (ex-officio member).

Andy Stevenson pointed-out that the Lisa Turecek, ONP, was listed as an ex-officio member on Trails Advisory Committee (TAC) agenda. Steve noted that ONP representative is a TAC voting members per County Resolution, but Lisa is currently shown on the agenda ex-officio since no official appointment for the ONP representative has been done for the current term.

Bob Lake asked if the County would prefer a City Council member or Sequim Parks and Recreation Board member as the future City of Sequim representative on the TAC. Steve responded the person recommended is up to the City.

Andy Stevenson in looking at the hand-out commented that he thought that Jennifer Reandeau was the Strait Representative and he was an undefined representative. Steve noted that Jennifer is currently the appointed as the WA. Backcountry Horsemen and he is the Straits Area representative. Steve noted that the TAC representation has been amended several times by the County Commissioners.

3. ***Review 2020 Committee Mission, Operations, and Procedures.*** Steve also noted it was a good time of year to review mission, operations and procedures. He began by reviewing the

identified purpose and duties as outlined in County Commissioner Resolution 80, 2000 that established the TAC. Resolution 80, 2000 was emailed as part of advanced meeting packet and copies were available at the meeting.

Considerable discussion followed around the following “focus areas” identified by various TAC members:

- Help with identification of needed trail standards and improving consistency of standards (e.g., signage) across all jurisdictions.
- Continue to ensure that a key mission of TAC meetings is serving as a forum to share and disseminate information on current project status, trail maintenance needs, and also related trail extension and maintenance funding needs and opportunities.
- Assist with identifying ways to improve communication and coordination of maintenance between the County and volunteer efforts in order to increase efficiency, reduce duplication, and ensure important maintenance (e.g., mowing before marathon) is done.
- Consider other ways to identify and better coordinate, plan for, and prioritize maintenance such using a trail audit/checklist system and development of a GIS-based maintenance mapping and data base.

Bob Lake indicated he would like to make a formal recommendation by motion from this TAC to the County Commissioners Board to direct that the trail slide area near Dawley Rd at M.P. 26 get fixed. Trail user safety and liability/risk were among the related concerns discussed. It was acknowledged that these types of concerns may result in shutting down this segment of the trail, which will be a likely result if trail loss in this section continues. Closure of this segment of the trail would have very significant impact to users in this trail section due to no ideal alternative or detour routes. Any closure could have significant impacts also to trail events such as the marathon and the related economic benefits such events bring to the County. Following extensive discussion on this issue, Bob Lake motioned that the TAC recommend that the County Commissioners direct County Road Department repair of the trail slump area as expeditiously as possible. Andy Stevenson seconded the motion. Following additional discussion, the motion passed with all in favor.

Steve reviewed Clallam County Administrative Policy 952, Boards and Committees, with focus on the contents of Appendix B of Policy 952 that contained three sections: (1) Role of Board and Committee members and resources available; (2) Laws affecting Board and Committee Activities; and (3) Board and Committee Transactions. The link to Appendix B, Policy 952 was emailed as part of advanced meeting packet and copies were available at the meeting.

Steve requested TAC member input on meeting operations and procedures including: (1) agenda item content; (2) meeting frequency; (3) meeting guidelines and bylaws; and (4) establishing a Committee Chair and Vice-Chair. Discussion followed and the Committee recommended:

- Under the “project report” agenda item, specifically list all current and planned trail improvement projects for update reports.
- Retain the once a month regular-meeting schedule format.

- Bob Lake moved to make Andy Stevenson, Chair, with a second from Dick Gritman. Andy felt pre-mature to make appointment at this time, and made a motion to adopt the meeting guidelines under County Policy 952, Appendix B as the TAC meeting rules moving forward. Bob Lake seconded the motion. All voted in favor of the motion. Steve noted that the adopted meeting guidelines direct that the chair and vice-chair nominations be addressed at the first meeting of the year.

#### **4. *Initiate Discussion to Identify 2020 Committee Areas of Focus/Interest.***

Refer to the focus areas identified and summarized under the above discussion item.

Steve also referred to consideration of development of recommended trail use regulations that were a focus of 2019 discussions. Justin Zarzeczny noted that Washington State Parks just released their policy to allow Class I and III e-bikes on State Park trails, but prohibit Class II ebikes.

#### **PROJECT UPDATES/REPORTS**

Steve provided the following project updates:

1. Six-Year (2020-25) Transportation Improvement Program was adopted by the County Commissioners. No changes were made related to ODT trail projects that were discussed previously.
2. ODT-Gosset to Waterline Road Segment. Work on this segment continues with completion of the bridge, culverting and trail bed preparation expected to be completed in 2019. Trail paving to be completed in 2020. .
3. County Thursday Trail Crew completed the separated horse trail construction adjacent to the new ODT-Onella Road alignment. Involved four work party days. Will revisit maintenance needs in spring.

#### **ODT MAINTENANCE UPDATES/REPORTS**

Steve reported that County Volunteer Coordinator (Tanner) has been doing a lot of leaf blowing on OAT and paved ODT segments. Gordon Taylor reported that a PTC work party will be trimming brush along the trail in the Kitchen-Dick Road area.

Justin Zarzeczny reported on the DNR Marbled Murrelet strategy now out for public comment. A portion of the Adventure Route near Whiskey Creek is within their habitat areas. If Phase I goes through as written, will prohibit maintenance for certain periods.

#### **PUBLIC COMMENTS**

*Richard Bloomer.* Mr. Bloomer noted he previously wrote to Mark Ozais regarding the trail slump at M.P. 26 last summer, and wants to keep the need for the repair of this trail section in the forefront.

Steve commented he is planning to schedule a meeting with the County Commissioners to highlight maintenance accomplishments, needs and challenges. The eastern trail slump issue near M.P. 26

area and the Committee's recommendation will be part of that discussion towards the end of December or early-January.

*Andy Marr.* Mr. Marr asked three questions: (1) What is the public hearings date for the County's 6-year Transportation Improvement Program (TIP) noted in the October TAC meeting notes? (2) What is the Road Department presenting related to the trail at the December meeting of the Lodging Tax Advisory Committee (LTAC); and (3) Is County pursuing any 2020 RCO grants?

Steve responded that the TIP hearings have already been held and the 6-Year TIP has been adopted by the County Commissioners. He noted that that he will be providing a presentation to on future ODT needs related to inform their Strategic Planning process and also request lodging tax grant for 2020 trail improvements (e.g., repair of M.P. 26 trail slump). In terms of 2020 RCO grants, potential trail projects targeted include the ODT-Forks to La Push section related to right-of-way acquisition. Steve noted he would be meeting with an RCO staff representative about upcoming and future RCO grants related to ODT future improvement needs. Additional discussion followed regarding grant funding opportunities.

#### **NEXT – MEETING**

The next regular-meeting of the TAC will be on December 18, 2019. No meeting in January. First, meeting in 2020 will be held on February 5 (moving to 1<sup>st</sup> Wednesday of month in 2020) in the Commissioners Meeting Room.