



## Mason County TIP-CAP Minutes

Meeting Date: October 14, 2015  
 Time: 6:00 -8:00 pm  
 Location: Mason County Public Works, Conference Room

### Attendance Roster

TIP-CAP Members	Yes/No/Excused	Public Works Staff
Jeff Carey	Y	Kathy Cari
Mark Carlson	Y	Loretta Swanson
Jack Johnson	Y	Melissa McFadden
James Naismith	N/Excused	
Mike Oliver	N/Excused	
Neal Winders	Y	
Philip Wolff	N/Excused	
Guest Name	Contact Information	

No guests attended.

### Welcome and Introductions

**Please Note –** Lengthily discussions on some agenda items did not allow this Panel to discuss all of the agenda items at this meeting.

### Agenda Items:

1. Roll Call
2. Welcome and Guest Comments
3. Minutes review and adoption – Sept minutes were not available yet
4. Agenda – review and adopt.

Jack Johnson, Chair, called the meeting to order. He did a roll call. He noted there were three members absent. Jack made an agenda and asked if anyone has any additions. No one did.

### Approval of Minutes/Agenda:

**A motion was made** to approve the October Agenda with no changes. There was a second. All were in favor. Motion passed.

**Agenda Item 5 – Mason County Staff Action Items –**

The Planning Advisory meeting was cancelled on October 12<sup>th</sup>, 2015. Loretta will remind Jack of November's meeting. It is scheduled for November 16, but Loretta will confirm. She wants to put together a "planning packet" for the next meeting. She will send it to Jack and he can distribute to everyone.

In the Commissioner's briefing, the Board asked if TIPCAP was going to give a recommendation for the 6 Yr. TIP. Loretta replied that the Annual Construction Program was approved and voted on, but, not the 6 yr TIP. She replied that TIPCAP was not ready to do so yet. Loretta mentioned that there would be a hearing for both the 6 yr Tip and the Annual Construction Program, on October 27<sup>th</sup> at 6 pm. She hopes to see any TIP members attend that can. Mark asked if the Commissioners understand what TIPCAP is doing to get "up to speed" on the 6 year TIP?

Jack led a discussion about what TIPCAP can recommend to the Commissioners.

Jack asked about the funding of Elfendahl Pass Road and Grapeview Loop Rd.

Melissa explained where the funding came from for both of those projects.

Jack noted that he definitely wants to discuss as a committee regarding "funding".

Jeff asked Melissa if she would be able to share road "values". She said they just did it this year and she will be able to share the information.

Neal asked how to place a project on the 6 year TIP that is not currently there. Melissa explained.

***Agenda Item #12 – Review the 6 YEAR TIP***

The 6 -Year TIP Draft was brought out for discussion. Melissa explained the numbers and the projects. Jack suggested they go to the hearing October 27<sup>th</sup>, and explain to the Commissioners where the TIPCAP panel is in the learning process and that they will pass this 6 Year TIP on but next year they will be more informed of projects needed and the process to rate them. Then they can make a solid decision on the 6 Yr TIP.

Jack noted that the Panel has been given the 2015 Annual Bridge Report and have reviewed it. They also have been given the Annual Construction Project Report and they will review that as well. This is information that he wants to convey to the commissioners. This Panel can let the Commissioners know they will have a strong recommendation for next year.

Melissa explained what would happen at the Commissioner hearings for the 6 Yr. TIP and the 2016 Annual Construction Projects. Jack asked if one of the Panel members could talk at the hearing. Melissa replied that it was allowed. She suggested that rather than state the obvious, not enough money to do the yearly maintenance and all the projects, to put a more positive spin on it. Jack added that if we (TIPCAP) go to the hearing that we need to address Commissioners and should put a lot of thought into what we are going to say to them.

Facts about funding, facts about projects that have been on the list for so long, etc. Jack asked the panel if Jeff could be the spokesperson at the hearing. It was agreed that he would. Others will still attend. The group then continued to discuss what should be addressed at the hearing. Jack said he wants to advise the Commissioners of TIPCAP's intentions.

Neal clarified what talking points Jeff should bring to the Commissioners. Points like what TIPCAP is working on, i.e. Mission Statement, By Laws, and Current TIPCAP Status positions to be filled to start with. Everyone received the most current 6-year TIP spreadsheet and Melissa explained every item with discussion from the Panel. Jack suggested by touching on each project would be very helpful to be

familiar where they are and what they entail for construction. The Panel decided to recommend this 6 Year TIP with the caveat that there will be an increase of HMA of ½ mile each year.

***A motion was made*** and seconded to recommend the 6 Year TIP w/ ½-mile increase of HMA placement each year starting 2017 to the Mason County Commissioners at the hearings. All in Favor. Motion passed.

Melissa will send out the analysis she has to all the members.

Melissa told the group what the 7 comparable Counties are: Grays Harbor; Lewis; Clallam; Jefferson; Skagit; Island; Cowlitz. There was a short discussion on what other Counties do to maintain roads with what funds are available.

**Agenda Item 9 – Discussion of Resolution 53-14 – TIPCAP Membership and vacancies–**

There was a discussion of interpretation of this Resolution, something that Jack wants to raise at the hearing. Solicit to fill the empty positions. Loretta replied that not all of the Advisory Boards are running at full capacity. Commissioners know this. Jack stated that filling TIPCAP membership would really cover a big gap of representation of all areas.

The Panel was reminded that we would have the next TIP Cap meeting on November 18. The regularly scheduled 2<sup>nd</sup> Wednesday falls on Veteran’s Day.

**A motion was made to adjourn.** It was seconded. All were in favor. Due to no further business, this meeting was adjourned.

**The meeting minutes were recorded and they are available upon request.**

**Next TIP-CAP Meeting:**

**WEDNESDAY, November 18, 2015 6-8 PM**