



Mason County TIP-CAP Minutes

Approved 2-17-16

Meeting Date: January 13, 2016

Time: 5:30 - 7:30 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	E	Melissa McFadden
James Naismith	E	
Mike Oliver	Y	
Neal Winders	Y	
Philip Wolff	E	
Will Johnson		
Vacant		

Guest Name	Contact Information
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There were no guests in attendance.

Agenda Item 1. – Roll Call

Vice-Chair Jeff Carey called the meeting to order and completed the roll call.

Agenda Item 2. - Welcome and Introductions

Jeff Carey led with introductions of TIP-CAP panel members and Public Works staff members Loretta Swanson, Melissa McFadden and Kathy Cari. He then briefly discussed the schedule.

Agenda Item 3. - Minutes Review and Adopt Minutes

The December 2015 minutes will be reviewed at February's meeting.

Agenda Item 4. - Review and Adopt Agenda

A motion was made and seconded to adopt the agenda. All were in favor and the *motion passed to adopt the January agenda.*

Agenda Item 5. - Mason County Staff Action Items

TIP-CAP members asked for a staff report on recent activities, and specifically inquired about final budget decisions and the impact to the road system.

Melisa addressed the 2016 budget process and outcome for the Road Fund. She spoke of some financial complications that came to her attention regarding a new Levy Shift and the final 2015 and 2016 diversion amounts. Although Public Works was largely successful in budget requests, proposed staffing and work program, Melissa noted we will not have the fund balance “cushion” that we planned. The County Commissioners set up a 2016 line item titled Economic Development Roads, with 1 million dollars in that line item. She spoke in length about the Levy shift and the diversion and fielded inquiries about the levy shift from the TIP-CAP.

Loretta updated TIP-CAP on a meeting held by WSDOT to develop “corridor sketches” of state highways. TIP-CAP member Mike Oliver also attended the meeting representing Mason Transit, along with Melissa, City and Tribal representatives. Loretta handed out a Corridor Sketch Initiative fact sheet developed by WSDOT explaining why the meetings were held and what outcome is expected. She also handed out a Corridor Sketch Summary Sheet for State Route 3 as an example of the WSDOT product.

Agenda Item 6. - Allyn UGA Transportation Comprehensive Plan

Jeff said he and Jack were tasked with going through the subarea plans for Allyn and Belfair. Before Jeff launched in to a description of the Allyn sub-area plan and the transportation aspects, TIP-CAP members had some questions about the Comprehensive Plan and the plan’s relationship to code. Neal wanted to know how the Comprehensive Plan is used. Loretta said the plan is used as guidance, but county code may be written to implement the plan. Mike asked what code exists for sidewalks, paths, and trails. Loretta responded that she was not aware of code requiring parks and trails, although the Belfair code language refers to them. The UGA code also addresses sidewalks, and recent, new Belfair projects have included them. TIP-CAP members discussed the Taco Bell and Faith in Action senior HUB center.

Jeff then spoke of the “meat and potatoes” of the Allyn UGA Comp Plan. He gave an overview of the history of the plan development and local participation. He discussed the difficulties with the many old platted rights-of-ways that were vacated years ago. Utilities are installed in an unorganized manner. Some lots have access to utilities and others do not.

Neal inquired “If we follow this plan what would be the County’s responsibility?” Loretta replied that the responsibility of the County would be have code that says you will make it happen (paths, ROW, open a new road) then planning to make sure the code is carried out and enforced.

Mike asked “What can TIP-CAP do to work on the plan?” Jeff replied that first we have to understand it (the UGA Plan). Then recommend some projects to place on the 6-year TIP and move forward with that.

Neal asked “How do we implement this UGA Comprehensive Plan?” Loretta responded that we need urban road standards. So there is one possible recommendation TIP-CAP can make for the plan.

There was much discussion between TIP-CAP members but no decisions were made, or motions to be reported in these minutes. Members were sorting out and understanding the transportation aspects of the Allyn UGA sub-area plan and how that relates to the 6-Year TIP.

Agenda Item 7. – Follow-Up Actions

Panel members thought the Allyn discussion was very helpful, but no follow-up action is needed at this time. Specific project recommendations may come out of the discussion for 6-Year Tip consideration.

Agenda Item 8. – Next Month Agenda Items

Members are to review mission statements, goals and visions that Jack has gathered from other committees, and develop TIP-CAP vision and goal statements. Jeff also mentioned that Jack wants to go over the transportation aspects of the Belfair UGA sub-area plan.

Meeting Handouts

[WSDOT Corridor Sketch Initiative](#)

SR 3 Corridor Sketch

A motion was made and seconded to adjourn the meeting. All were in favor, and ***motion passed to adjourn.***

Meeting Adjourned: 7:45 pm

Next TIP-CAP Meeting: FEBRUARY 10, 2016 – 5:30 PM