



Mason County TIP-CAP Minutes

Meeting Date: March 9, 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	
Jack Johnson	E	
James Naismith	E	
Mike Oliver	Y	
Neal Winders	Y	
Philip Wolff	Y	
Will Johnson	Y	
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. He explained that Chairman Jack Johnson was out of town.

Agenda Item 2. – Guest Comments

There were no guests in attendance. Jeff briefly discussed the schedule.

Agenda Item 3. - Minutes Review and Adopt Minutes

A motion is made and seconded, to adopt the February 9, 2016 minutes. ***Motion passed.***

Agenda Item 4. - Review and Adopt Agenda

Jeff has two items to add to the agenda. The following will be added to Agenda Item 7 and identified as:

Item 7a. Public Outreach Plan. (April meeting)

Item 7b. 2017 6 year TIP.

A motion was made and *seconded* to adopt the agenda with these added items. All were in favor and the ***motion passed to adopt the March agenda.***

Agenda Item 5. - Mason County Action Items/Reports

Jeff and Phil briefed with Commissioners to present TIPCAPS relevance to Mason County and what they plan to do about public outreach. Jeff and Phil explained that TIP CAP would like to hold three meetings a year that would be open to the public to give input on road concerns and an overview of the Comprehensive Plan. They want to inform, educate and bring everybody up to speed on the fact that we have a large number of roads, and their input is very important and necessary. The idea of these meetings was well received by the Commissioners. They suggested the public would be given a simple view of the Comprehensive Plan. The Commissioners said they would attend for their area.

Agenda Item 6. - New Business (By-Laws, Mission, Goals)

There were a few examples of other Advisory committees' mission, goals and by-laws to look at and maybe use for our purpose as a starting base.

There is a document, created by Neal, titled "Conflict of Interest" from the Friends of the Park that was handed out and discussed.

A motion was made and seconded to modify this document to reflect the issues with TIPCAP and bring it back to the next meeting for approval. Neal Winders will be doing that modification. ***Motion passed.***

Jeff stated that he would like the by-laws to be written in such a way that they do not have to be re-invented as TIP Cap members change.

A discussion of getting the by-laws, mission and goals to a firm draft ensued. No decisions were made at this meeting. Members will bring back their suggestions, changes, deletions additions to pull the Mission, Goals and By-Law together and the members will work on this again at the next meeting.

Agenda Item 7. – Follow up Actions

The Public Outreach plan is discussed. First, it was mentioned that the "North Mason Community Voice" would like to be involved. A date needs to be chosen and a venue. If possible, TIP CAP would like the first meeting, approximately April 30 to be held at the new school but a call to the "Voice" needs to be made to see if the Voice members would meet at the school. (A call was made at this meeting to Judy Scott, the scheduler/PR person on the Voice, and she said she would ask the members at their regular Voice meeting on March 28 at 7pm and get back to Phil). Before the first public meeting, other factors need to be accomplished. Phil would like Melissa's public meeting power point example to revamp it to meet TIP CAP needs. Phil will work with that for presentation at a briefing with Commissioners on April 18. Kathy will ask Loretta to make the arrangements.

Mark wanted to know if the first outreach meeting is in Belfair, where would the other two be held.

Jeff explained that this would be the only meeting this year. It was thought that having one in January 2017, one in February 2017 and one in March 2017 would be the best way to integrate any problems roads into the 6-year TIP and Annual Construction programs. It would too late to advise the Commissioners on any projects because of the time frame of the budget this summer. He referred to the first outreach meeting as a “maiden voyage”.

Mike spoke about the RTPO Regional Transportation Planning Organization that he wanted TIP CAP to be aware of and benefit from. Mike serves on the Executive Board and as a Vice Chair of the TAC (technical Advisory Committee) and there are two efforts going on right now. A regional look at TAP funding which is Transportation Alternative Program, providing funding for pedestrians, safety, sidewalks, etc. In addition, the North Peninsula is taking lots of the given funding for a trails, transit, safety projects, anything that qualifies for that type of funding that is brought to the table at these meetings. Mike feels that we need to reach out and try to get some of the funding for ourselves. There has been no involvement from Mason County and we will be passed by if we do not step up and plug Mason County in. Mike will bring information back to the TIP CAP and look into some funding for safety or trails or something that will apply to a Mason County need. He is volunteering transportation to participate in these meetings. There are several others that go from the County, City, Tribal, etc. We should go when there is a topic our County could be involved in. The meetings are scheduled up in Kitsap County.

Agenda Item 8. – Items for next month’s meeting

Jeff would like to see every member bring something forward to the table (possible projects, suggested topics for Public Outreach meetings, etc) next meeting to discuss. He says we may not be able to make decisions as to whether we can get them on the 6 yr TIP but at least have some projects to work with since we have not done this part yet at any meeting.

Agenda item 9 – Close meeting

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

Next TIP-CAP Meeting: April 13, 2016 – 5:30 PM