



## Mason County TIP-CAP Minutes

Meeting Date: April 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	Melissa McFadden
Mark Carlson	Y	Loretta Swanson
Jack Johnson	Y	Kathy Cari
James Naismith	Y	
Mike Oliver	Y	
Neal Winders	Y	
Philip Wolff	Y	
Will Johnson	E	
Vacant		
Guest Name	Contact Information	

Pat Loudin                                      loudin7@wavecable.com

#### **Agenda Item 1. – Roll Call**

Chair Jack Johnson called the meeting to order and completed the roll call.

#### **Agenda Item 2. – Guest Comments**

There was one guest, Pat Loudin, in attendance. He explained he had no particular issues; he just wanted to attend TIP-CAP and understand what they do. Jack briefly discussed the schedule.

*Correspondence:* Loretta received a letter from resident, Norma Borden stating that she would like to sit in as a guest at a TIP-CAP meeting. Loretta sent her a copy of the agenda and schedules for future meetings.

#### **Agenda Item 3. - Minutes Review and Adopt Minutes**

A motion was made and seconded, to adopt the March 16, 2016 minutes. ***Motion passed.***

#### **Agenda Item 4. - Review and Adopt Agenda**

Jeff has one item to add to the agenda. The following will be added to Agenda Item 8 and identified as:  
***Item 8a. Public Outreach Plan.*** (April meeting)

A motion is made and *seconded* to adopt the agenda with this added item. All were in favor and the ***motion passed to adopt the April agenda.***

#### **Agenda Item 5. - Mason County Action Items/Reports –**

##### ***A. Transportation Element Update***

Loretta let the group know about an upcoming meeting with Planning Advisory Commission (PAC) to brief them on the Transportation Element Update. Loretta will ask them to schedule a public hearing in May so they can take comment on the plan, which is required under law. Then they take comments and make recommendations to the Board of Commissioners before the Board adopts it. Then we need to schedule time next month on TIP-CAP's agenda to be able to present a high-level overview of the draft plan to get TIP-CAP comments as well. That will be part of the public outreach.

Loretta gave a handout to the group "PAC Comprehensive Plan – Transportation Element Update Workshop". She asked the members to look it over and see if it works for TIP-CAP as well.

Jack asked if it would be beneficial for TIP-CAP members to attend the PAC meeting and she replied that they should attend this particular PAC meeting if possible. It is scheduled for 6pm, Monday April 18th in Commission Chambers.

Jeff asked if a draft copy would be coming out a couple of days before our next TIP-CAP. Loretta replied it would.

##### ***B. Grant Opportunity Update***

Loretta passed a handout "[Transportation Funding Sources in Washington State](#)". She discussed the summary of funding programs, and why the county pursues some grants and not others. For example, the USDOT recently announced a funding opportunity referred to as "TIGER" that was not pursued by the county. Loretta noted that Mason Transit applied last round and asked Mike to tell a bit about it. Mike explained TIGER grants were a 10 million dollar minimum. He said they were very difficult to get.

Neal commented that Mason County needs a larger presence at the Peninsula Regional Transportation Planning Organization (PRTPO) meetings. Mason County has a seat at that table and he asked if some of the grants could be used to move ahead trail initiatives in our county.

Loretta explained a little about how TAP (Transportations Alternative Program, administered by the PRTPO) would be suited for that. She shared that Mason County is well-represented at the PRTPO and was successful in receiving TAP funding for a sidewalk in Belfair.

Neal inquired about a portion of the fuel tax that is collected in Mason County that goes to paths and trails. Melissa said we collect about \$11,000-\$12,000 a year. Neal asked if some of that could be set aside for a comprehensive study on a north/south trail routes. Loretta said it could possibly be used for that. She believes it could be a part of a budget proposal. Melissa clarified what the money specifically lands into fund wise and how it can be used.

### **Agenda Item 6. - Public Outreach Meeting**

Phil brought in his Power Point program and the group went over each slide and made their comments as to what changes could be made if any. This slide show is will be shown at the public outreach meeting now scheduled for April 25, 2016 with the group in Belfair known as the Voice. Phil will take make all the changes and have it ready for viewing at this meeting. There was a short discussion of how to introduce this meeting to the public in advertising.

Loretta suggest for the Public Service announcement be something simple like;  
“TIP-CAP is a citizen advisory panel appointed by your County Commissioners to bring citizen input on County transportation planning process and issues.”

### **Agenda Item 7. – 2017-2022 TIP Proposals**

Loretta would like project proposals from TIP-CAP to be considered for the next 6-year TIP. Jeff recalled at the March meeting, he asked the members to bring in their lists of potential road issues.

*Jeff would like to share his list. They include:*

1. Mid Point Connectors for Belfair
2. Road Circulation – Newkirk Rd and Roy Boad Road corridor study and development within the UGA
3. Allyn – Wheelwright, Masterson, Wade Street corridors (secure right-of-way)
4. Urban Road Standards

*Jack adds in:*

1. Alternate for Trails Road – Maybe a Razor Road connection study
2. Belfair 4-way intersection improvement (round-about or other): Old Belfair Hwy/SR 300/Clifton Lane
3. Sherwood Creek

*Neal expressed an item for the TIP:*

1. Feasibility or route study for a multi-modal trail in Mason County.

### **Agenda Item 8. – Missions, Goals and By-Laws**

The committee did not address this agenda item due to time constraints but will continue work in the next month or two.

### **Agenda Item 9. – Items for next month: DRAFT Transportation Element; TIP Prioritization**

Agenda Item 7 began to address the TIP and Jack said the group needs to expand on the list of project. He asked those who have not pitched any ideas to please bring some to the next meeting. TIP-CAP hopes to have the citizen input from the Public Outreach meeting on April 25<sup>th</sup>.

### **Agenda item 10 – Close meeting**

Jeff added PAC meeting is slated for Monday April 18<sup>th</sup> at 6 pm and please attend if you can. A motion was made and seconded to adjourn the meeting. All were in favor, and ***motion passed to adjourn.***

### **Handouts:**

[PAC Comprehensive Plan – Transportation Element Update Workshop](#)

[“Transportation Funding Sources in Washington State”](#)

**Next TIP-CAP Meeting: May 11, 2016 – 5:30 PM**