



## Mason County TIP-CAP Minutes

Meeting Date: June 8, 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	E	Loretta Swanson
Jack Johnson	Y	Kathy Cari
James Naismith	Y	
Mike Oliver	Y	
Neal Winders	Y	
Philip Wolff	Y	
Will Johnson	A	
Vacant		
Guest Name	Contact Information	

No Guests

#### **Agenda Item 1. – Roll Call**

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

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

There were no guests.

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

There is a correction to Agenda Item 8- Missions, Goals and By-Laws. The Conflict of Interest document mentioned was one that “Friends of the Parks” created. It is not the Parks Department document as stated. A motion is moved and seconded, to adopt the May 11, 2016 minutes with the correction.

***Motion passed.***

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

Melissa wanted to discuss Capitol Projects for the preliminary Annual Construction Program. This will be Agenda Item 5 A-1.

Phil wanted to report on the meetings he attended last month. This will be Agenda Item 5B.

A motion is moved and seconded to accept the Agenda with the additions brought into discussion. All were in favor and the ***Motion passed.***

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

***5A-1- Capitol Projects***, preliminary Annual Construction list.

Melissa reports on Preliminary Draft of the Annual Construction program. She covered projects, safety funds from last year (clear zones, guardrail, overlay on Arcadia) miscellaneous projects (budgeted \$100,00), complete design of Homer Adams, county-wide culverts, sidewalks and other road projects that is scheduled for this year. Some we will not be able to do and will push them out to next year. Does not affect grant funds.

As this meeting, she was still waiting to see if grant money would be awarded for sidewalks (that goes out to the HUB). Melissa continued with the Annual Construction program information. She discussed Romance Hill and stated the new Director stated that this would be a good option for the Belfair By-Pass, so Melissa plans to put money in the budget for Preliminary Engineering and Right of Way. She is not putting in Construction money at this time. She also put in for budgeting to find other roads as possibilities for SR 3 Belfair Bypass connector to evaluate other potential locations as well.

Simmons road is still on the Construction list, but the funds will not be available until 2017 and we plan to build in 2018.

There is a plan to include Trails Road but it is very preliminary to further stabilize it.

The Director had asked Melissa to consider putting in some property acquisition for Allyn to be added to the Annual construction program. This would be to put together a plan for what is priority in that area for a road network (Wade, Masterson, Wheelwright).

Bottom line, Melissa is asking to the TIP Cap group is there anything you want to add to this list, change, etc. This has to be brought to the Board before October. Melissa hopes to have a more solid Annual Construction list by the end of July.

Neil asked for consideration to the Construction Program for Trails Road.

Mike spoke about potential development for Park & Rides for Mason Transit.

***5A - Transportation Element Update*** – Loretta reported on a meeting she had attended.

***5B- Phil's report*** – Phil reported on his attendance at the Comprehensive Plan meeting, the “transportation” Element portion of it, in Belfair.

#### **May 31<sup>st</sup> Commission Meeting**

Phil attended the County Commission meeting in Belfair at the North Mason High School on May 31 and gave a short slide show on the work TIP CAP is doing.

No one from TIP CAP was able to attend the PAC meeting on May 16.

#### **Agenda Item 6 - Mason County Transportation Plan Update**

Neil asked about the per-view of the PAC itself. Loretta said they had some additions and changes recommended to the Board, and the Commissioners have set a hearing for 21 June for any other recommendations. Loretta stated that hopefully by the end of this month, this plan would be adopted. Loretta will send a notice to all TIPCAP when and where that hearing will be. Loretta asked if TIP CAP as a group would like to make a comment to the Commissioners as a group or individuals to make comments as individuals at the hearing for the Plan.

Neil recommended the group read the DRAFT as it is full of important information the group should be familiar with. Some members have read it, others need more time.

Jack replied that TIPCAP should take the opportunity to make a recommendation or we lose it. He says we should be familiar with the Plan and if there are no issues then we should make a recommendation to the Commissioners. He feels that we need to take an action when we are ready.

Loretta read some of the notes that may be considered.

Some of the promoted changes were:

**Pedestrian and bike; Transit;** on the section “Goals and Actions page 12”;

**Economic Vitality** role; **Preservation and Maintenance** – to protect the infrastructure and that Preservation is not **A** top priority but **THE** top priority; **Safety; Preparing for Emergencies; Mobility** (all modes of travel); **Park & Rides** and connectors/accesses to them; **Environment** goal talking about policies and actions on culvert replacement (salmon impact); to **support transit** in its efforts to reduce vehicle travel; and a **Stewardship** goal making sure we are taking good care of the system.

Jack asked if this Draft was generated entirely by the Consultant. Loretta replied it was. Mason County provided a review.

Loretta stated that any recommendations that TIP CAP has does not have to be brought back to the PAC. We can take action today and make comments with a letter prior to the meeting on the 21<sup>st</sup> or she suggests showing up to the hearing and testifying as an individual.

Jeff would prefer to get the TIP CAP comments input as a group to the Board for consideration.

**Motion was made** and seconded that TIPCAP reviewed the previous discussed Mason County Comprehensive Transportation Draft plan and support it as drafted. All were in favor. Motion passed.

Loretta will draft a letter from TIPCAP to the Commissioners and detail the groups’ comments and questions. She will send an email copy to the each member for his or her approval.

#### **Agenda Item 7. – DRAFT Projects for 6-Year TIP Consideration**

There was a short discussion on how TIPCAP will process citizen input from the public. The group will review and bring recommendations to the Commissioners for the 6-Year TIP to the July meeting.

#### **Agenda Item 8. – Follow Up Actions**

**A. DRAFT info for citizens to submit projects for 6 Yr TIP**

**B. By-Laws**

The committee decided to table this Agenda item due to time constraints.

#### **Agenda item 9 – Items for next month**

The committee decided to table this Agenda item due to time constraints.

**Agenda Item 10 – Close of Meeting –** Due to no further business, a motion is made and seconded to adjourn the meeting. All were in favor. Motion passed.

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