



Mason County TIP-CAP Minutes

Meeting Date: August 9, 2017

Time: 5:30 pm – 7:30

Location: Mason County Public Works, Conference Room A

Attendance Roster

<u>TIP-CAP Members</u>	<u>Yes/No/Excused</u>	<u>Public Works Staff</u>
Jeff Carey	Y	Loretta Swanson
Mark Carlson	Y	Kathy Cari
Jack Johnson	E	Dave Smith
Mike Oliver	E	
Philip Wolff	Y	
Mary Jo Cady	Y	
Don Pogreba	Y	

Agenda Item 1. – Roll Call and Guests Comments

Jeff Carey, Vice-Chair, announced that Jack would not be able to attend this meeting and that he will conduct this meeting. He called the meeting to order and completed the roll call.

Agenda Item 2. – Welcome and Guests Comments

There was one guest. Lisa Klein from AHBL, came to speak on the Belfair Area as a request from Jack Johnson.

Agenda Item 3. – Review and Adopt Minutes

Jeff asked to have something he said regarding “made-up” groups (Page 3 Paragraph 3) worded in a different way. It was changed to “make up of any group”. With that minor change to the minutes for July 12, 2017 a motion was moved and seconded to be approved. All were in favor. **Motion passed.**

Agenda Item 4. – Review and Adopt Agenda

A motion was made and seconded to approve tonight’s Agenda with the additions of:

7F – Budget Discussion (Jeff)

7G – Rural County Development (Mark)

All were in favor. **Motion Passed.**

Agenda Item 5. – Lisa Klein with AHBL- Land Development

Lisa began her presentation first with an introduction of her company and what they do. She explained that Jack had requested that her company do a study as to why development was stagnant in Belfair looking in particular at a) Belfair UGA Road Standards, and b) Belfair and Allyn UGA Storm Water Regulations. *(Jack previously phoned in and wanted to make note that if there was any kind of a vote that he would have an apparent conflict.)* She passed around the following three handouts and shared their findings:

1. Chapter 17.35 - Neighborhood Design in the Belfair UGA;
2. Drawings Of Primary Collector Section, Secondary Sub Collector Section & Access Road Sections; and
3. County Roadway Standards Comparison.

AHBL has looked at the current Comprehensive Plan/Regulations for Belfair over the last six months and on July 31st, 2017, submitted a text amendment application specific to Belfair UGA. She explained it will be within the Comprehensive Plan Amendment process and likely will come up for a vote about the end of the year. The County is currently working on changes to the comprehensive plan and that is its own process. The private sector is always invited to fall into that process.

Lisa went through the handouts and answered questions. Lisa expressed that TIP-CAP will be asked for their recommendation in regards to roads.

Agenda item 6. – Jack Johnson Slide Area on Trails Road

Jack was unable to attend but there was a short discussion reviewing what the issues are and potential solutions. Loretta said that geotech is getting ready to do some field investigation.

Agenda item 7. – Mason County Action Items/Reports

a. Johns Prairie Road Report

Jack was to lead the discussion on this problem intersection. He was unable to attend so the TIP-CAP members just informally discussed. Dave shared that there were some public meetings several years back regarding this intersection with several options on what could be done to improve its dangerous situation. One was to move the intersection a little further towards the north. Dave will bring the information in next time on the 3 or 4 more likely of DOT's options they came up with. There is no easy fix without spending a lot of money. This intersection was included in the recent WSDOT Corridor Study effort.

b. Allyn Circulation and Waterfront Plan Summary of Comments

The summary of public comments was handed out. There was no response from the EDC in North Mason.

c. Potential New County Road Map

A draft copy was handed out. There was a short discussion.

d. City Commissioner – RR Ave

Last meeting Dave gave a quick overview of the joint planning of RR Ave and Shelton Matlock Corridor and this is the report that was presented to the City of Shelton. It is just information for TIP CAP to have. This could be a potential 6-Year TIP items. It starts at Hwy 101 to the City limits.

e. Revised Draft 6 year TIP and Annual Construction

There was just an Annual available for tonight's meeting as the 6-Year was not yet updated. Loretta will have a current copy next month. There was some discussion about the items on the Annual that were crossed out due to budget cuts.

Jeff asked for some clarification on how much the Sheriff diversion will be and other budget misunderstandings he was confused about. Loretta replied the planned diversion is \$1.5 million. She also reiterated that the Annual and 6-Year TIP are just construction related and a piece of the overall budget. Public Works building debt service, administrative costs, road operations costs, emergency repairs all impact the dollars available for construction.

Mark replied that he wants the Sheriff's Office to have the money they need to operate but why do we have to have this diversion? He feels it needs to be addressed and that the money should be in the Sheriff's budget not Public Works.

Mary Jo asked about Timber revenue and Loretta will get that answer to her later as she didn't have the figures with her tonight.

Loretta explained that what is on the hit list on the Annual Construction were projects that were 100% County Road fund and weren't leveraging additional grants.

f. Budget

Loretta and the group clarified a few items of question in the Mason County Commission Budget.

Jeff asked if Loretta could make a list of the points that they discussed and bring it to the next meeting to help in the recommendation of the 6 year TIP and Annual Construction Program. That way all the members have enough of the same knowledge to make a decision.

g. Rural County Development

Mark expressed that he would like to see developments to include more shoulder maintenance in the easements. There is too much blackberry and scotch bloom around now. These plants are now meeting to the road edges in a lot of areas. Jeff added to also clean up bridges, culverts, and ditches.

Phil suggested that the communities also to give back. If you have limited number of dollars, you want to serve where the most people are, example on higher used roads. If a community can assist the County in maintenance too, that would be a win-win situation. The County cannot do it all. This could be a great solution. What can we do to initiate easement cleanup in neighborhoods? He wants to compliment the chip seal on Grapeview Loop Rd. He received good comments at the Water Festival. He would like to have good PR (like a sign) showing the public where their money is going on the roads in Mason County. Just like WSDOT does with informational signs showing how the dollars are broken down and spent.

Loretta will ask Alan Eaton to give a short informational talk to TIP-CAP on easement maintenance.

Agenda 8 – TIP-CAP Advisory panel review of By-Law questions

Jeff and the group decide that they would table this discussion until next month when they received copies of the reviewed version from Loretta.

Agenda 9 – Close of Meeting

Jeff noted TIP-CAP will plan on discussing the 6-Year TIP and Annual Construction Program at the August meeting.

Loretta added that she will update the list she provided last month of budget and comp plans to make sure it is all current and send it to everyone as well as the 6-Year TIP as well.

After no further business, Jeff adjourned the meeting. All were in favor and ***meeting was adjourned.***

Respectfully Submitted:

Kathy L Cari

Handouts:

Annual Construction program for 2018 – dated 8/7/17

John's Prairie Road Proviso Report

Railroad Ave Study – Dated June 19, 2017

Mason County Transportation Element Potential New Roads – Figure VIII- 5-2

Allyn Circulation & Waterfront Access Plan

Next TIP-CAP Meeting: September 13, 2017 – 5:30 PM