



## Mason County TIP-CAP Minutes

Meeting Date: April 11, 2018

Time: 5:30 pm

Location: Mason County Public Works, Conference Room A

### Attendance Roster

<b>TIP-CAP Members</b>	<b>Yes/No/Excused</b>	<b>Public Works Staff</b>
Jeff Carey, Co-Chair	Y	Loretta Swanson
Mark Carlson, UGA City	Y	Kathy Cari
Jack Johnson, Chair	Y	Dave Smith
Pete Butkus, District 2	Y	
Philip Wolff, Bicycle/Pedes.	Y	
Mary Jo Cady, Dist. 1	Y	
Don Pogreba, Dist. 3	Y	

### Agenda Item 1. – Roll Call

Jeff called the meeting to order and completed the roll call. All members were in attendance.

### Agenda Item 2. – Welcome to Guests and their Comments

Paul Miller, Alann Krivor and Mali Krivor from Skokomish Farms attended the meeting.

Jack explained TIP-CAP's mission which includes gathering input from the community. There is time set aside during each meeting for that purpose. He also mentioned TIP-CAP's community outreach meetings and encouraged them to attend the April 25<sup>th</sup> meeting in Hoodsport.

Paul Miller said he was speaking on behalf of the group and his neighbors. They were attending to learn about TIP-CAP and talk about the conditions of Sunnyside Road, a County-maintained primitive road. They are interested in a different road surfacing or improved maintenance on Sunnyside Road. Paul said they used a game cam to count traffic, and figure it is over 100 trips per day and expect traffic to grow as Skokomish Farm properties continue to develop. Current property owners have questions about road maintenance and any information that can be passed on to them would be helpful.

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

A *motion* was moved and seconded for the **March 2018 minutes** to be approved with two corrections to be made. All were in favor. ***Motion passes.***

Jack asked if there were any additions to the agenda. Phil requested time for a short discussion about the Port of Grapeview – Griswold Street intersection and Jeff requested a brief discussion about his ability to commit time to TIP-CAP and the new Budget Citizen Advisory Committee.

A *motion* was moved and seconded to approve tonight's **Agenda** with the additions 6 (c) – Port of Grapeview Griswold Intersection and 6 (d) – Budget Citizen Advisory Committee noted. All were in favor. ***Motion passes.***

### **Agenda Item 4. - Guests Presentations**

This item was covered during guest introductions.

### **Agenda Item 5. – Old Business Outreach Planning**

#### *(a) Confirm dates and locations*

Pete reported he has confirmed the [April 25<sup>th</sup> meeting will be at 6pm in the Hoodsport Library](#). Jeff asked about venue set up. Pete replied that the room is bit smaller than the HUB but very adequate and comfortable. There is a pull down screen for the PowerPoint presentation. Loretta confirmed Commissioner Shutty plans to attend. Members discussed other details in preparation for the Hoodsport meeting.

The discussion then turned to the outreach meeting for Commissioner District #3. Mary Jo offered to follow up with Commissioner Terri Drexler and to finalize a date and location. Jack would like to see a sponsor for this meeting and asks Mary Jo if she will run it by Commissioner Drexler. He also asks that she notify everyone by email when Mary Jo has answers.

Members talked about the State transportation system comments heard during the Belfair outreach meeting and how best to communicate with WSDOT. Don suggested writing a letter and it was agreed to do so after the outreach meetings are done and other deadlines are met.

#### *(b) Review Meeting agenda and format*

Jack mentioned that he will do a better job of introductions and Mary Jo requested name badges. Kathy will have them for the next meeting.

#### *(c) Review the updated Power Point presentation (PPP) and identify and final refinements.*

Jeff reported that there are three presentation slides to be updated. There was a short discussion about the clarity of some slides, fonts and colors. Jeff asked members to email him if there are any other changes. Mark liked the diversion slide but thinks most people don't know what it means and probably needs more clarification or left out. Jack asks if someone wants to go over the diversion slide at the next meeting and thinks it would be beneficial if kept brief.

#### *(e) Review of the 3/13/18 PPP version if ready.*

The members were asked to review at their convenience and give him feedback.

### **Agenda Item 6. - Mason County Action Items/Info report**

Jack wanted to announce a few meetings:

April 24<sup>th</sup> at the HUB, 5:30 pm – MTA study presenting intersection treatment options at Log Yard/SR 3.

April 19<sup>th</sup> at the HUB, 6:00 pm – Belfair Mobility Plan Open House w/SCJ Alliance

April 25<sup>th</sup> at the HUB 12:00 pm - Belfair Chamber luncheon, Belfair Mobility Plan w/SCJ Alliance

April 25<sup>th</sup> is also the date of TIP-CAPS' public outreach meeting for District 2 in Hoodsport.

#### ***(a) Belfair Mobility Plan – Dave Smith***

Dave provided more detail for the upcoming meeting on the 19<sup>th</sup> with SCI Alliance. The highlights are:

- Improvements on walking and biking in Belfair
- Incorporate trails into Belfair's transportation system.
- Discuss connectors between SR3 and future By-Pass/SR3 Corridor
- Practical ways to improve local circulation and business access

Loretta added that the consultants will present their findings at a future TIP-CAP meeting. They will present a draft plan to the Commissioners and then the draft goes out to the general public for review and comment. TIP-CAP will be able to use the plan to identify potential 6-Year TIP projects. Jeff asked Loretta to email the Belfair Mobility Plan if a Draft comes before the TIP-CAP May 9<sup>th</sup> meeting so they can take a look at it.

#### ***(b) Intersection report – Dave Smith***

TIP-CAP members previously received statistics about crashes at or near intersections. Dave explained what the Federal Highway Administration (FHWA) does as a federal agency and how they and Mason County look at "crash" data. He covered:

- Intersection Crash Problems (according to FHWA)
- Spot Location Approach
- What crash reports tell us (or don't)
- Process steps to identify ways to reduce crashes
- Roadway Factors (Pavement conditions, speed limit, traffic volumes, & access points)

#### ***(c) Port of Grapeview/Griswold Street – Phil Wolff***

Phil presented concerns the Port of Grapeview has with the intersection of Griswold Road and Grapeview Loop Road. The Port has a boat launch area on the water side of Griswold and parking on the other side, crossing Grapeview Loop Rd.

The Port feels it is dangerous for people walking back across the road to get to the water side. They feel the speed limit is too fast for the limited sight distance and there have been accidents. The Port has placed new floats, improved the whole area and will be building a park on the property they are acquiring. This will bring more users and there is concern that accidents will increase with along with the increased use. The Port would like to see a proper crosswalk with lights and/or the speed limit brought down through that area. Phil wants to know what the County can do to address these concerns. Dave says they are looking at lowering the speed Limit and possibly putting some pedestrian signage up.

#### ***(d) Budget Citizen Advisory Committee – Jeff Carey***

Jeff has applied for a position on this committee and wanted to know how members felt about potentially missing some TIP-CAP meetings. Members felt it would be advantageous for Jeff to serve if selected, and look forward to reports.

**Agenda Item 7. - Review public comments from March 26<sup>th</sup> Public Outreach**

Loretta previously forwarded a summary of the comments heard from the Belfair community outreach meeting. She said they can be posted on the TIP-CAP web page. Jack stated that after all the outreach meetings are done we should post all of the comments.

Jack asks if the group feels like they promoted the Outreach for Hoodspoint enough. Is there anything more we should do? Mary Jo suggested that Commissioner Shutty could really do his area a service by spreading the word to his district. Loretta wants to do a little flyer and put it in places that more people can see it.

Jeff says there are areas that may have not been reached yet. Loretta got some feedback from a constituent from Matlock that said she wouldn't want to drive all the way to Hoodspoint for a meeting. Loretta added that Tahuya residents may feel the same about coming in to Belfair.

Mary Jo also suggested the next go around in District 3 could be the Fire hall on Cloquallum. Jack said that these are places that people are used to meeting anyway.

**Agenda Item 8. - TIP-CAP Web Page**

The TIP-CAP web page is all up to date now. There are a lot of other links helpful to citizens looking for information. Pete appreciated the WSDOT links. He says that people found out that the issues they may have had with roads were actually a WSDOT highway, not a County Road. Mary Jo suggested finding a more direct way to reach the links. If people have to click multiple times they may never get there.

**Agenda Item 9. - New Business & Special projects**

Mary Jo said it would be very helpful to hand out a copy of all the different links.

**Agenda Item 10. - Close meeting**

Pete announced he would not be at the May 9<sup>th</sup> meeting and Jack added he may not be there either. After no further business, a motion was moved and seconded for Jack adjourned the meeting.

**Next TIP-CAP Meeting:**

**May 09, 2018 - 5:30 p.m.  
Public Works Conference Room**