

CHAIRMAN:  
 Jeff Tincher, Director/County Engineer  
 Grant County Public Works  
 124 Enterprise Street SE  
 Ephrata, WA 98823  
 (509) 754-6082  
 CHAIR PRO TEM:  
 John Marshall, Commissioner – Adams County

LEAD AGENCY:  
 Grant County  
 124 Enterprise Street SE  
 Ephrata, WA 98823  
 (509) 754-6082

# MINUTES

## QUADCO COUNCIL MEETING

February 22, 2018

10:00 a.m. to 12:00 Noon.

Grant County Public Works, Large Conference Room

124 Enterprise St. SE, Ephrata, WA 98823

### 1. Welcome/Introductions/Roll Call

*Jeff Tincher called the meeting to order and welcomed 25 attendees. Introductions were made and roll was collected. A quorum was present.*

### 2. Meeting Minutes

*Jeff Tincher Presented the minutes from the September 1<sup>st</sup> 2017, QUADCO meeting. Action: Rick made a motion to move, Derek second the motion. Minutes approved unanimously.*

### 3. Unified Planning Work Program (UPWP) Planning Project Updates

Project Sponsors for Lincoln County, City of Ellensburg, City of Davenport, Town of Roslyn & City of Odessa.

Present update on the status of your project. Note any challenges you anticipate moving forward.

Action Requested: For information only. **See notes for current status.**

<u>Regional Transportation Planning Projects</u>	SFY 20118	SFY 2019	TOTAL
<b><u>Lincoln County ADA Transition Plan</u></b> <i>Advertised in early February for RFQ, they will review submittals and go from there.</i>	<b><u>\$5,000</u></b>	<b><u>\$45,000</u></b>	<b><u>\$50,000</u></b>
<b><u>Ellensburg ADA Transition Plan Update</u></b> <i>This funding is for the phase 2 portion; they had a consultant on board as of a month and a half ago and have just begun.</i>	<b><u>\$10,547</u></b>	<b><u>\$24,453</u></b>	<b><u>\$35,000</u></b>
<b><u>Davenport Land Acquisition Engineering &amp; GIS Study</u></b> <i>Completed sales and purchase agreements should be on schedule to finish this fall.</i>	<b><u>\$16,000</u></b>	<b><u>\$0</u></b>	<b><u>\$16,000</u></b>
<b><u>Roslyn Transportation Plan Update</u></b> <i>Contract signed in January. Project is getting started, data gathering and project is moving forward.</i>	<b><u>\$25,000</u></b>	<b><u>\$3,000</u></b>	<b><u>\$28,000</u></b>
<b><u>Odessa East 3<sup>rd</sup> Ave Right-of-Way-Study</u></b> <i>Adopted alignment plan. With a little bit of funding left in the budget so they are moving forward with getting a subdivision completed so they can have responsibilities of the roads to apply for grants. Expect to be finished within the next 8 weeks.</i>	<b><u>\$28,453</u></b>	<b><u>\$0</u></b>	<b><u>\$28,453</u></b>

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**4. Federal Program Target Delivery & Transportation Alternative Program (TAP) and Carryforward STPE Funds from 2010**

Project Sponsors for City of Ephrata to provide update on the status of their project.

Action Requested: For information only. **See notes for current status.**

Lead Agency & Project	Type of TAP funds	TAP Funding Allocation By Federal Fiscal Year					Status
		2013	2014	2015	2016	Total	
City of Ephrata - Beezley Hill Trail Phase 1 (Awarded July 15, 2010)	Carry forward STPE					128,500	Final approval. And currently In hands of the bureau. They are short-handed but the project is at the top of the list!

**5. Federal Program Target Delivery & Surface Transportation Block Grant Set-aside Program Projects Re-Submission Call**

Project Sponsors to provide update on the status of their projects.

Action Requested: For information only. **See notes for current status.**

STBG Set-aside Projects		STGB Set-aside Funding Allocation By Federal Fiscal Year					
Project Title	Agency	Type of Funds	2017	2018	2019	2020	Federal Funds Total
<u>John Wayne Trail</u> Survey completed. From that survey they were able to get locations of the trail. As of last week they secured easement with CWU for the trail. Will begin right of way certification process with WSDOT shortly. Design early this summer.	<u>City of Ellensburg</u>	Urban	57,432	57,432	57,432	57,432	229,728
		Flexible	<u>79,414</u>	<u>65,858</u>	-	-	<u>145,272</u>
		Total	136,846	123,290	57,432	57,432	375,000

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<u>Pioneer Meadows Trail</u> <i>Trying to understand more of this project. Trying to arrange a meeting with past participants to understand how to move forward. Difficulties with widths, wetland setbacks, trying to negotiate in order to build better trails. Trying to move forward.</i>	<u>Moses Lake</u>	Flexible		13,556	79,414	79,414	172,384
	City of	Total		13,556	79,414	79,414	172,384
<u>Sports Complex Rec Trail Phase 1</u> <i>Working with certifying agency, and with Lincoln county to get paperwork together. Should have engineer selected by April early May. Design done this summer and go out to bid for construction this winter.</i>	<u>Davenport</u>	Carryforward	12,188				12,188
	City of	Rural	<u>58,234</u>	<u>58,234</u>	<u>58,019</u>	-	<u>174,487</u>
		Total	70,422	58,234	58,019		186,675
<u>BallfieldsSafePathway Phase 2</u> <i>Finished wrapping up Phase 1. Just secured funding for road resurfacing for proposed path of Phase 2. Moving forward; the Safe Pathway project would fall in line with the updates that are being done along that stretch. Currently setting themselves up for Phase 2 when it's available. Could be ready as early as this Spring.</i>	<u>Reardan</u>	Rural				58,449	58,449
	Town of	Total	Available IF additional or other funds become available				58,449

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**6. Unified Planning Work Program (UPWP) 2017-2019 Budget Update.**

Lead Agency - Present Update on 2017-2019 UPWP Budget.

Action Requested: For information only.

Jerome Wawers presented the group with an update for the 2017-2019 Biennium budget.

<b>QUADCO RTPO UPWP Deliverables and Budget</b>						
<b>SFY 2018 - 2019 Biennium</b>						
<i>July 1, 2017 through June 30, 2019</i>						
<i>Work Item</i>	<i>Products</i>	<i>SFY 2018 (est.)</i>	<i>SFY 2018 Spent</i>	<i>SFY 2018 Available</i>	<i>SFY 2019 (est.)</i>	<i>Total Biennium</i>
Administrative Management and Coordination (15% of Budget)	QUADCO Meeting Coordination & Info Distribution	\$7,200	\$836.11	\$6,363.89	\$7,200	\$14,400
	Transportation Partnerships	\$1,500	\$0	\$1,500	\$1,500	\$3,000
	State Representation	\$2,500	\$813.39	\$1,686.61	\$2,500	\$5,000
	Training	\$1,250	\$0	\$1,250	\$1,250	\$2,500
	QUADCO Document Updates	\$1,250	\$0	\$1,250.00	\$1,250	\$2,500
	UPWP and Related Reports	\$4,000	\$64.10	\$3,935.90	\$4,000	\$8,000
	<b>SUB TOTAL</b>	<b>\$17,700</b>	<b>\$1,713.60</b>	<b>\$15,986.40</b>	<b>\$17,700</b>	<b>\$35,400</b>
Regional Transportation Planning and GMA	QUADCO Equipment Lease Program (Counter Rental)	\$3,000	\$0	\$3,000	\$3,000	\$6,000
	QUADCO RTIP & amendments	\$1,500	\$0	\$1,500	\$1,000	\$2,500
	GMA Planning Review	\$1,500	\$0	\$1,500	\$1,000	\$2,500
	RTP completion and concurrency review	\$800	\$133.70	\$666.30	\$2,000	\$2,800
	<u>REGIONAL TRANSPORTATION PLANNING PROJECTS</u>					
	Lincoln County ADA Transaction Plan	\$5,000	\$0	\$5,000	\$45,000	\$50,000
	Ellensburg ADA Transition Plan Update	\$10,547	\$0	\$10,547	\$24,453	\$35,000
	Davenport Land Acquisition Engineering & GIS Study	\$16,000	\$4,440.26	\$11,559.74	\$0	\$16,000

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	Roslyn Transportation Plan Update	\$25,000	\$0	\$25,000	\$3,000	\$28,000
	Odessa East 3rd Ave Right-of-Way-Study	\$28,453	\$0	\$28,453	\$0	\$28,453
	Remaining Unallocated UPWP Funds	\$0	\$0	\$0	\$7,547	\$7,547
	HSTP Amendment & Supporting Activities	\$80,000	\$784.84	\$79,215.16	\$5,300	\$85,300
	Statewide Planning Participation	\$3,000	\$0	\$3,000	\$2,500	\$5,500
	RTPO Website Information	\$1,000	\$0	\$1,000	\$1,000	\$2,000
	<b>SUB TOTAL</b>	<b>\$175,800</b>	<b>\$5,358.80</b>	<b>\$170,441.20</b>	<b>\$95,800</b>	<b>\$271,600</b>
Funding Programs	Surface Transportation Block Grant Set-Aside (TA) & Other Funding or Special Grant Programs	\$1,500	\$0	\$1,500	\$1,500	\$3,000
	<b>SUB TOTAL</b>	<b>\$1,500</b>	<b>\$0</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>\$3,000</b>
Special Assignments Administration	Education Committee	\$1,500	\$0	\$1,500	\$1,500	\$3,000
	Special Assignments and Other Planning Activities	\$1,500	\$0	\$1,500	\$1,500	\$3,000
	<b>SUB TOTAL</b>	<b>\$3,000</b>	<b>\$0</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$6,000</b>
	<b>GRAND TOTAL</b>	<b>\$198,000</b>	<b>\$7,072.40</b>	<b>\$190,927.60</b>	<b>\$118,000</b>	<b>\$316,000</b>

**7. HSTP Plan Update – People for People**

Update on status of HSTP Plan Update.

Action Requested: For information only.

*Moving right along. Have held outreach, several mobility summits in Grant County: Ellensburg, Grand Coulee, Moses Lake, Kittitas, Lincoln, Cle Elum, and Davenport. Adams County, Othello and Ritzville are pending summit completion. Summits are targeted for individuals and agencies working with special needs individuals. Input what the needs are in the county and Identifying strategies and solutions. Surveys have been collected for each county, hoping to gather most survey information by mid-march. January and February goals are on target. Tentative public forums scheduled to review draft plans are in April. Regional mobility grant funds- Concept letters due March 3<sup>rd</sup>. Funds can be used for Park & Rides, and for construction of Park & Ride lots.*

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**8. Regional WSDOT Planning Offices and Headquarters Updates**

WSDOT Region Representatives

- WSDOT Region Updates

Action Requested: For information only. Discussions/Updates:

**Yakima WSDOT:** March 26<sup>th</sup> DOT is holding an Economic Vitality workshop. This will be the second in the series. The first one was discussing what economic vitality meant to the locals. This second portion is focusing on what was heard, and how do you measure that.

Construction on I90 is going to start up again this year. They did a great job last year getting the second snow bridge open.

Goal is to finish the two phases of construction probably by late fall, if everything goes right!

**North Central Region:** Wanted to make everyone aware that they met with a fair number of people last year with the corridor sketch outreach process. They will be going out again in the spring with another round of sit down meetings. Also, WSDOT safe routes to school, bike and pedestrians programs are currently open and all are eligible to apply with the deadline being the end of April.

**Greg Wright** informed QUADCO of Tom Hanson's passing. Also briefly added that the Regional Mobility Grant Program concept letters are due March 1<sup>st</sup>, program is primarily for cities, counties, transits, and tribes. Non-profit organizations are not eligible if there are any questions please feel free to ask Greg. Consolidate grant program is set to go out July 7<sup>th</sup> and he can update the group at our next meeting.

**9. 4-County HSTP Planning Committee**

Recognition of Phil Nollmeyer as representative on 4-County Planning Team.

Action Requested: Thanks to Phil for volunteering as representative to 4-County Planning Team position

*Jerome read an email from Phil Nollmeyer to the QUADCO group.*

*Lead agency will send Phil Nollmeyer a Thank you letter for his time and services.*

**10. "New" Business**

Jeff Tincher, Chair

Action Requested: Informational Only. Discussions/Updates:

*4-County HSTP Planning Committee will need to fill the position for a QUADCO representative.*

*Lead agency is putting a request for anyone who would be interested in filling this position.*

*People for People can provide more information on what the position entails.*

*Lead agency will step into this role for the time being.*

**11. Next QUADCO Meeting**

May 24<sup>th</sup> 2018 10:00 a.m. to 12:00 p.m.

Grant County Public Works, Large Conference Room

124 Enterprise St. SE, Ephrata, WA 98823

*Before meeting adjourned Dan with WSDOT summarized to QUADCO about the emphasis and goal areas for the departments with the inclusions of Workforce development and Practical Solutions.*

**12. Adjourn** – Jeff Tincher adjourned meeting at 10:40am

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