MINUTES

QUADCO Meeting 6/1/2017
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
   Mark Stedman called the meeting to order and welcomed 32 attendees. Introductions were made and roll was collected, a quorum was present.

2. Meeting Minutes
   Mark Stedman presented the minutes from the February 9th 2017 QUADCO meeting.
   ACTION: Minutes Approved unanimously.

3. Unified Planning Work Program (UPWP) Planning Project Updates
   Project Sponsors
   Present update on the status of your project. Note any challenges you anticipate moving forward to completion.
   Action Requested: For information only. See notes & updates below:

Regional Transportation Planning Projects

<table>
<thead>
<tr>
<th>Project Description</th>
<th>SFY 2016</th>
<th>SFY 2017</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Othello - ICA Studies (COMPLETED)</td>
<td>$12,500</td>
<td>$12,500</td>
<td>$25,000</td>
</tr>
<tr>
<td>Davenport - Truck Bypass Feasibility Study (COMPLETED)</td>
<td>$16,400</td>
<td>$16,400</td>
<td>$32,800</td>
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<tr>
<td>Lincoln County - Comp Plan Trans Element Update</td>
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<tr>
<td>Memo read from Lincoln County presented –</td>
<td></td>
<td></td>
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<tr>
<td>Odessa - Transportation Improvement Plan (COMPLETED)</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Ellensburg - Citywide Traffic Count (COMPLETED)</td>
<td>$10,000</td>
<td>$10,000</td>
<td>$20,000</td>
</tr>
<tr>
<td>Harrington - Citywide Traffic Count &amp; Sign Inventory (COMPLETED)</td>
<td>$3,850</td>
<td>$3,850</td>
<td>$7,700</td>
</tr>
<tr>
<td>Moses Lake - ADA Transition Plan - Curb Ramps</td>
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<tr>
<td>UPDATE: Plans are in the final revisions and should have deliverable transition plan in the next week. There have been delays with Shawn O’Brien’s departure. They are working hard to meet the</td>
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</table>
final billing deadline of July 7th, 2017 to the lead agency. Reminder that July 14th is WSDOT deadline.

Moses Lake – Roundabout & 4-Lane Road Analysis $25,000 $25,000

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

Project Sponsors for City of Ellensburg and City of Ephrata to provide update on the status of their projects.

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

<table>
<thead>
<tr>
<th>Lead Agency &amp; Project</th>
<th>Type of TAP funds</th>
<th>TAP Funding Allocation By Federal Fiscal Year</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>2013</td>
<td>2014</td>
</tr>
<tr>
<td>City of Ellensburg – John Wayne Pioneer Trail Reconnection Route</td>
<td>Urban</td>
<td>$60,230</td>
<td>$60,230</td>
</tr>
<tr>
<td></td>
<td>Flexible</td>
<td>$65,572</td>
<td>$65,572</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>$125,802</td>
<td>$125,802</td>
</tr>
<tr>
<td>City of Ephrata - Beezley Hill Trail Phase 1 (Awarded July 15, 2010)</td>
<td>Carry forward STPE</td>
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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/ **ACTION**: See notes below for brief updates.

<table>
<thead>
<tr>
<th>STBG Set-aside Projects</th>
<th>STGB Set-aside Funding Allocation By Federal Fiscal Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Title</td>
<td>Agency</td>
</tr>
<tr>
<td>John Wayne Trail</td>
<td>Ellensburg</td>
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<tr>
<td>Submittal agreement and obligation paperwork submitted soon. They’ve had discussions with DOT.</td>
<td>Flexible</td>
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<td></td>
<td>Total</td>
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</table>
Along with lead project staff changes, there has also been some hurdles in the permitting process. Because they are close to the wetland buffer they are getting some pushback on the width of access available being only 5 ft in some areas. They are negotiating with other agencies a wider access area. Note; 10 ft is what meets the federal requirement.

Sports Complex Rec Trail – City of Davenport
Discussions amongst each other about timing in regards to design vs construction and what those appropriate times look like.

BallfieldsSafePathway – Town of Reardan
Waiting to see what funds are available.

6. Unified Planning Work Program (UPWP) 2015-2017 Budget Update

Hand out provided. Phil provided an update on the 2015-2017 UPWP budget. A brief status update on each line item was provided (please refer to handout for specifics). There is anticipation that the remaining balance will be approximately $12,000.00. Phil explained that these monies are at risk of losing and going back to the state. There was a brief discussion about possibly looking into spending the remaining $12,000 on pedestrian/trail counters. There was enough interest and feedback from members.

ACTION: Approved any identified budget changes and to authorize pedestrian and trail counters with the remaining UPWP funds. Cindy Carter moved to approve; Dale Pomeroy second, approved unanimously.

Action: Motion to approve WSDOT financial agreement by Todd O’Brien; Second Deric Mayo: motion passed unanimously.
7. HSTP Grant Funding

Tom Hansen – Present info on the Grant Funding Available for the required QUADCO HSTP Update in 2018.

Action Requested: For information only.

Tom presented information stating that every project was funded at 100%. The HSTP has already allocated $80,000 for the next cycle. There is a change in the HSTP procedure adding community engagement at the front end of the process. Ideally they would like to see the plan finished by July/August 2018 to have the project list approved by December 2018. This will allow grantees to put in applications for the 2019-2021 cycle.

8. HSTP Planning Activities Update

Jan Ollivier Provided an update on the HSTP Planning Activities and Consolidated Grant Project Process status.


Handout was provided. There were 5 applications received during the call. Lincoln County, City of Ellensburg, City of Davenport, City of Roslyn, and the Town of Odessa. All 5 applications were reviewed by WSDOT. Representatives of each project provided a brief description about their proposed plans. Jeff Tincher explained that the 5 projects were estimated at $165,000 for funding. All combined request received for the project funding was a total of $114,000.00. Leaving a remaining fund of $50,000, the selection committee has 2 options.

Option 1- Agencies match equals $48,000. We can reimburse members match portion that will then take up the majority of the funding budgeted.

Option 2- Do a call a year from now for additional projects.

-There were a few discussions about the options.

Action Requested: Approve funding of selected projects for the SFY 2017-2019 Biennium.

ACTION: Motion by Luke Huck; to approve funding of the projects as selected and supplement agencies match (option 1) with remaining fund balance. Approve the 2017-2019 budget. Second; by Steve Goemmel. Passed unanimously.


Lead Agency Present Draft UPWP for Discussion and Review

Action Requested: Approve SFY 2018 -2019 UPWP Budget with selected UPWP Projects

Phil explained that the budget has already been approved as it is a non-action item covered already.

11. Regional WSDOT Planning Offices and Headquarters Updates

WSDOT Region Representatives
• Washington Transportation Plan – Phase 2 Implementation
• State Freight Plan
• WSDOT Region Updates

Action Requested: For information only

30-40 min Presentation with discussions and questions amongst members

12. “New” Business
Mark Stedman, Chair
Action Requested: Informational Only
June 6, 2017 WSDOT QUADCO M3 Workshop in Ellensburg
This workshop is to work with the agencies to identify strategies to address the issues that have been identified in the Phase I

13. Election of QUADCO Member to Serve as QUADCO representative on the 4-County HSTP Planning Committee
Mark Stedman
Action Requested: Elect Representative to fill 4-County Planning Team position
Phil has been filling in for Brandy. Lead agency will “fill in” this role until someone is nominated and elected. Grant County will have representative sent to 4-County HSTP Planning Committee.

14. Election of QUADCO Chair and Chair Pro-tem for SFY 2018
Mark Stedman, Chair
Action Requested: Elect Chair and Chair Pro-tem for SFY 2018
ACTION: Cindy Carter nominated Jeff Tincher to serve as Chair. Nominations closed. Rick Becker second.
Cindy Carter nominated John Marshall to continue to serve as Co-Chair; Rick Becker second. Motion approved unanimously.

15. Next QUADCO Meeting
September 21st 2017
10am-12pm
Grant County Public Works,
Large Conference Room
124 Enterprise St. SE
Ephrata, WA 98823

16. Adjourn – Mark Stedman