

MEETING MINUTES

QUADCO COUNCIL MEETING

August 10, 2023
10:00 a.m. to 12:00 p.m.
Grant County Public Works
124 Enterprise St
Ephrata, WA 98823

Quadco Council Meeting
Thursday, August 10, 2023, 10:00 AM - 12:00 PM (PDT)

1. Welcome/Roll Call

Josh Fredrickson, Chair calls meeting to order
Introductions

Member Agencies Present

Adams Co.
Lincoln Co.
Grant Co.
Kittitas Co.
Ritzville
Ellensburg

This does not meet quorum. Dave Bren to reach out to City of Ephrata to send rep. to QUADCO meeting. In the meantime, discussion on agenda topics with no motions.

A Quorum is achieved during the meeting with attendance from a representative from Ephrata.

2. Meeting Minutes

Josh Fredrickson, Chair

Action Requested: Motion by Grant County representative to approve the May 11, 2023 QUADCO meeting minutes. 2nd by Ellensburg representative
Motion Passed

3. Unified Planning Work Program (UPWP)

Josh Fredrickson, Chair

a. 2021 – 2023 – Project Updates, Kittitas County

MEMBER AGENCY & PROJECT	UPWP FUNDS	MEMBER AGENCY MATCH	TOTAL PROJECT	TOTAL EXPENDED THROUGH 06/30/2023	REMAINING BALANCE
City of Almira	\$55,744	\$0	\$55,744	\$55,744	\$0
City of Davenport	\$40,500	\$0	\$40,500	\$33,101	\$7,398
City of Othello	\$39,226	\$0	\$39,226	\$39,206	\$20

Kittitas County	\$33,700	\$0	\$33,700	\$33,700	\$0
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b. 2023 – 2025 UPWP

Lead Agency to present results from UPWP call for projects for the next biennium for Council approval.

Josh provides review of rankings of the projects. The estimated funds is enough to fund the top four projects.

Adams County representative-clarity that those 4 projects will be completely funded by the UPWP funds.

MEMBER AGENCY	PROJECT	UPWP FUNDS REQUESTED	MEMBER AGENCY MATCH	PROPOSED FUNDING	TOTAL PROJECT	Rank
Town of Reardan	ADA Transition Plan	\$29,000	\$0	\$29,000	\$29,000	1
City of Cle Elum	Columbia Ave Ext. RR Xing Feasibility	\$52,500	\$13,100	\$52,500	\$65,600	2
City of Othello	Local Road Safety Plan Update	\$50,000	\$0	\$50,000	\$50,000	3
City of Ellensburg	2023 City Wide Traffic Counts	\$30,000	\$15,000	\$30,000	\$45,000	4
City of Othello	Traffic Study	\$60,000	\$0	\$0	\$60,000	5
TOTALS		\$221,500	\$28,100	\$161,500	\$249,600	
Estimated UPWP Funds Available	\$160,000					

Action Requested: Motion to approve project award of the SFY 2023 – 2025 UPWP Biennium UPWP Planning Projects

**Motion by City of Ritzville representative and 2nd by Lincoln County representative
 Motion Passed**

**4. Federal Program OA Target Delivery & Surface Transportation Block Grant (STBG)
 TA set aside**

- Project Sponsors to provide update on status of project.

Ellensburg—project on track. Construction in late winter and completed by next summer. Will be obligated by end of this fiscal year.

Othello via Josh Fredrickson; project is near completion. Paving should be happening today.

Davenport—Project is having R/W issues, may need additional funding for amending

**design and construction.
Discussion**

Redistribution of WSDOT funds discussion

STBG Set-aside Projects			
Project Title	Agency	Urban/ Rural	Total STBG Project Funds Requested
Pfenning Rd. Shared Use Pathway	Ellensburg	Urban	\$403,011
Lions Park	Othello	Urban	\$259,500
Davenport Sports Complex Rec Trail Phase 2	Davenport	Rural	\$323,550
Daisy Street SR-17 Sidewalk Improvements Phase 1	Soap Lake	Rural	\$261,250

**5. 4-County HSTP Planning Committee Update
Via Josh Fredrickson**

Action Requested: No action. For information only.

Betsy was not able to make the meeting but has stated that the 4-County has a meeting scheduled and they have nothing to report at this time.

6. I-90 Capacity – STEER I-90 Coalition

Action Requested: No action required. For information only.

Kelee Hodges, Kittitas County

Josh Fredrickson, Kittitas County

Kelee gives update; public webinar tonight at 5:30pm online. Link is on the website. Project is in feasibility stage with continuing efforts to expand the stakeholder group.

Josh provides background of project

7. Regional Transportation Improvement Plan (RTIP) Update

Josh Fredrickson, Kittitas County

- Port Districts have requested their projects be included as part of QUADCO RTIP. Patrick Boss representing the Port of Warden will provide information on the road infrastructure improvement and expansion project.

Josh gives floor to Pat Boss, representative of Port of Warden and Port of Quincy. Discussion of adding projects to RTIP to allow ports to be eligible for federal funding. The projects of discussion meet the requirement of being regionally significant.

During this time, Ron Snell is present to provide vote for City of Ephrata.
Quorum is now met.

...Continuation of port discussion.

Ports must upload projects to the STIP in their process
Adams County if ports have to complete STIP then we should be able to upload to add to the RTIP.
Projects are regionally significant.

Action Requested: Approve update to RTIP to include Port District Project. Authorize the Chair to update RTIP.

Motion by Adams County representative to add two projects from Port of Quincy and Port of Warden to the RTIP.
2nd by City of Ritzville representative
Motion is passed

Point of Order by Grant County; go to beginning and complete agenda-discussion to be continued

8. Lead Agency Update

Josh Fredrickson, Kittitas County

- Budget discussion on the end of the biennium funding

Josh updated that reallocation of funds from Almira project to STEER I90 show \$38,897 because of the timing of fund delivery.

Action Requested: No action required. For information only.

9. Regional WSDOT Planning Offices and Headquarters Updates

WSDOT Region Representatives

WSDOT Region Updates (Eastern, North Central, South Central)

WSDOT Liaison present; Public Transportation conference in Vancouver next week. QUADCO can expect a visit from WSDOT soon.

10. New Business

Josh Fredrickson, Chair

Josh (Chair) Opens discussion regarding proposed guidance from WSDOT for requirements of RTPO. Proposed guidance has potential to require funds into the region and result in RTPO ranking agency projects for which agency gets state funding,

Action Requested: No action required. For information only.

CHAIRMAN:
Josh Fredrickson, County Engineer
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11. Next QUADCO Meeting

Josh Fredrickson, Chair

- Proposed Date(s) to Consider:
 - November 9, 2023 at 10:00 am
 - November 16, 2023 at 10:00 am

**Discussion of holidays and conference that conflict with proposed dates.
November 30th is identified and agreed upon. Next meeting will be virtual again.**

12. Adjourn