

CHAIRMAN:
Obie O'Brien, County Commissioner
Kittitas County
205 W. 5th Avenue, Suite 108
Ellensburg, WA 98926-2887
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LEAD AGENCY:
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Public Works Department
411 N. Ruby, Suite 1
Ellensburg, WA 98926
(509) 962-7523

QUADCO RTPO
Quad County
Regional Transportation Planning Organization

QUADCO Council Meeting Minutes

Date: February 12, 2015
Location: Grant County Public Works Conference Room
124 Enterprise Street SE, Ephrata, WA 98823

Welcome

Chairman Obie O'Brien called the meeting to order and welcomed the 32 persons in attendance (see attendee list in Attachment A).

Roll Call

Introductions were made and roll call was collected, a quorum of 15 members were present (see Quorum Call in Attachment B).

Meeting Minutes

Motion to approve October 30, 2014 minutes; seconded and approved.

Federal Program Target Delivery & Transportation Alternative Program (TAP)

Shawn O'Brien said that Moses Lake's Heron Bluff Trail project is completed and he is working on the final paperwork. Derek Mayo said that Ellensburg has requested obligation of TAP funds for the John Wayne Pioneer Trail Reconnection Route. They expect to construct it this summer if the archeology permit is approved. Paul Mahre said that Soap Lake's SR 17 Lane Reconfiguration and Safety Improvement project is completed and they used all of the federal TAP funds awarded to this project. Rick Becker said that Almira's consultant Belsby Engineering submitted the prospectus on January 6, 2015 to start design of their Main Street Sidewalk project.

Todd O'Brien asked if QUADCO's lead agency staff (Douglas D'Hondt and Jan Ollivier) would provide members the latest TAP obligation targets. QUADCO members discussed the implications of not meeting the obligation targets for TAP and STP funds. They also discussed the possibility that the funds will be removed if the targets are not met.

John Wayne Pioneer Trail Reconnection Route Presentation

Brad Case, City of Ellensburg Parks & Recreation Director, presented the John Wayne Pioneer Trail and the plan to develop a reconnection route of this trail. He described the section of this trail that will be built with the TAP funds QUADCO awarded to this project.

Regional Transportation Plan (RTP) Update

Kell McAboy, SCJ Alliance reported on the progress for developing the RTP. She said her firm designed the QUADCO website and it is now live. She is scheduling public open houses to gather comments for the Regional Transportation Plan. These open houses will be held in each of the four counties in mid-April. SCJ Alliance will be

QUADCO COUNCIL MEETING MINUTES FEBRUARY 12, 2015

assisting lead agency with conducting a Growth Management Act (GMA) planning review, Regional Transportation Improvement Program (RTIP) review, and helping to develop the section on rail.

MPO/RTPO/WSDOT Coordinating Committee

Douglas D'Hondt provided the November 18, 2014 MPO/RTPO/WSDOT Coordinating Committee meeting minutes, as shown in Attachment C. Doug said that lead agency staff was unable to attend this meeting. Doug is a member of the Coordinating Committee's transportation efficiency subcommittee and will report on their progress at future QUADCO meetings.

Todd O'Brien said he is a member of the Obligation Target Task Force. The obligation targets have recently been released to lead agencies and he encouraged all agencies that received TAP awards to work closely with Kittitas County on their TAP expenditure schedules. There is a possibility that the funds will be sanctioned from QUADCO and given to another agency if the obligation targets are not met. STP funds are also being handled this way. The obligation target deadline is June 1, 2015. Todd said he will discuss at the next Task Force meeting if TAP funds can be borrowed ahead. He will also ask how the Enhancement program funds that have not been obligated are tracked for obligation targets.

Todd explained that WSDOT is categorizing all projects that have not been billed within nine months as inactive projects. The nine month count starts when WSDOT authorizes the Local Agency Agreement. The urban and rural status of STP funds must also be tracked – and local agencies must be careful not to over-obligate in the urban area. Todd asked Kittitas County staff to discuss the obligation targets at the next QUADCO meeting.

Draft 2015 Unified Planning Work Program (UPWP)

Jan Ollivier discussed the draft UPWP, shown in Attachment D. She asked QUADCO members to review and comment on it. The UPWP describes what activities QUADCO expects to conduct during the next biennium. The UPWP will be provided to WSDOT in March for their approval. The UPWP describes the structure of the organization, what was accomplished during the past year, and the following four categories of work to be completed: administration, regional planning, funding program, and special assignments. The overall budget for QUADCO is \$119,000 per year and is paid through WSDOT's RTPO program. The planning projects listed in the Regional Transportation Plan, including studies and planning tools, will be approved to be funded in this UPWP.

Regional WSDOT Planning Offices and Headquarters Updates

Paul Mahre said that the Soap Lake restripe project has helped improve the safety for vehicles and bicycles by providing a turning lane. North Central Region is also repainting

QUADCO COUNCIL MEETING MINUTES
FEBRURAY 12, 2015

the I-90 Bridge at Vantage, which will result in closures of the eastbound lane. This project will have water quality protections in place.

Paul Gonseth said that construction activity on I-90 Snoqualmie Pass to Easton will be heavy next summer. They are going out to Ad in March for the next phase of this project, which includes the wildlife crossing. South Central Region is also working in the vicinity of Easton Hill and Indian John Hill – but their goal is to keep two lanes each direction open.

Tom Hanson told QUADCO that the 2015-2017 Consolidated Grant applications for public transportation projects are under review. He thanked Jan Ollivier for volunteering to be on the committee that is reviewing and evaluating the applications using a method called forced pairs. This includes state and federal grants to fund capital and operating systems for public transportation. In the last biennium, QUADCO received over \$2.5 million for public transportation projects from the consolidated grant program.

Elections

Chair Obie O'Brien asked for nominations for chair. Rick Becker nominated Lincoln County Commissioner, Mark Stedman, as chair. It was seconded and approved unanimously. Obie O'Brien nominated Adams County Commissioner, John Marshall, as the Pro-Tem Chair. It was seconded and approved unanimously.

Other Business

Obie O'Brien said that QUADCO's Human Services Transportation Plans are available and members may take a copy. Jan Ollivier thanked Rene Biles, of People For People, for their hard work in developing these plans.

Next QUADCO Meeting

The Council agreed to hold their next meeting on May 14, 2015 at 10:00 a.m. The meeting adjourned at 11:30 a.m.

ATTACHMENT A

Attendees:

<i>Name</i>	<i>Organization</i>	<i>Phone</i>
Jan Ollivier	Kittitas County	509-962-7610
Doug D'Hondt	Kittitas County	509-962-7690
Obie O'Brien	BOCC Kittitas County	509-962-7570
Frank White	Odessa	509-988-0836
Paul Mahre	WSDOT NCR	509-667-3090
Keith Martin	WSDOT ER	509-324-6080
Dave Bierschbach	WSDOT NCR	509-667-3065
Bill Sangster	City of Ephrata	509-754-4601
Larry Julius	Gray & Osborne	509-453-4833
Derek Mayo	City of Ellensburg	509-962-7230
Brad Case	City of Ellensburg	509-925-8639
Gary Crowder	City of Mattawa	509-932-4037
Paul Gonseth	WSDOT- Yakima SCR	509-577-1630
Dale Pomeroy	Port of Warden	509-750-8876
John Marshall	Adams County	509-660-3208
Renee Biles	People For People	509-248-6726
Scott Yaeger	City of Ritzville	509-659-3289
Todd O'Brien	Adams County	509-659-3279
John Lasen	Royal City	509-346-2263
Tom Hanson	WSDOT – Public Transportation	509-667-3029
Brandy Colyar	Adams County	509-659-3279
Shawn O'Brien	City of Moses Lake	509-764-3786
Todd Mittge	Grant County	509-754-6082
Cindy Carter	Grant Co. BOCC	509-754-2011
Alan Schrom	Port of Royal Slope	
Greg Wright	Grant Transit Authority	509-765-0898
Bryan Nash	City of Kittitas	509-929-1294
Steve Goemmel	City of Davenport	509-725-4352
Ken Selzler	City of Cle Elum	509-260-1236
Kell McAboy	SCJ Alliance	360-352-1465
Rick Becker	Lincoln County	509-725-7041
Mark Stedman	Lincoln County Commissioner	509-660-3208

ATTACHMENT B

QuadCo Quorum Call

February 12, 2015

<i>Member</i>	<i>Present</i>	<i>Proxy/Held By</i>
<u>Adams County</u>	X	_____
Hatton	_____	_____
Lind	_____	_____
Othello	_____	_____
Ritzville	X	_____
Washtucna	_____	_____
<u>Grant County</u>	X	_____
Coulee City	_____	_____
Coulee Dam	_____	_____
Electric City	_____	_____
Ephrata	X	_____
George	_____	_____
Grand Coulee	_____	_____
Hartline	_____	_____
Krupp	_____	_____
Mattawa	X	_____
Moses Lake	X	_____
Quincy	_____	_____
Royal City	X	_____
Soap Lake	_____	_____
Warden	_____	_____
Wilson Creek	_____	_____
<u>Kittitas County</u>	X	_____
Cle Elum	X	_____
Ellensburg	X	_____
Kittitas	X	_____
Roslyn	_____	_____
South Cle Elum	_____	_____
<u>Lincoln County</u>	X	_____
Almira	_____	_____
Creston	_____	_____
Davenport	X	_____
Harrington	X	_____
Odessa	X	_____
Reardan	_____	_____
Sprague	_____	_____
Wilbur	_____	_____

Quorum Present?

-- YES --

--NO--

Quorum = Seven members present (excluding proxies) provided that there is at least one representative from each county or a city within each county.

ATTACHMENT C

DRAFT Summary Notes: MPO/RTPO/WSDOT COORDINATING COMMITTEE MEETING

DATE: November 18, 2014

TIME: 9:30 a.m. – 11:50 a.m.

LOCATION: Puget Sound Regional Council - 1011 Western Avenue Suite 500, Seattle, WA 98104

Time	Description of Item	Materials	Action Item
1 9:30	Welcome and Introductions		
2 9:35	Chair Update		A. MPOs and RTPOs will add a best practices discussion to the agenda for the February meeting.
3 9:40	Legislative Update		
4 9:50	RTPO/MPO Presentations: <ul style="list-style-type: none"> • SMPO • WVTC • TRPC • WCOG 		
5 10:10	MAP-21 Funding Implications and Modifications to NHS: Group Update		
6 10:20	Governor's Executive Order 14-04: RTPO Group Update		B. Elizabeth Robbins is gathering comments from RTPOs regarding suggestions for financial/technical assistance from WSDOT. RTPOs should submit any remaining recommendations to her for inclusion into the summary report for the Governor.
7 10:35	WTP 2035 Update		C. Commissioners want to include an RTPO recap in their Annual Report. RTPOs should send Paul Parker 2-3 paragraphs describing challenges and successes and 1-2 pictures of RTPO planning activities. Paul sent a reminder email to RTPOs, since responses should have been provided to him by the end of November.
8 10:55	WSDOT Collaboration Opportunities <ul style="list-style-type: none"> • Multimodal Planning Activities 	 WorkProgramHighlights_11-16-2014.xlsx	D. Please send comments regarding the Multimodal Planning Activities Work Program Highlights spreadsheet to Kerri Woehler by 12/22/14.

DRAFT Summary Notes: MPO/RTPO/WSDOT COORDINATING COMMITTEE MEETING

DATE: November 18, 2014

TIME: 9:30 a.m. – 11:50 a.m.

LOCATION: Puget Sound Regional Council - 1011 Western Avenue, Suite 500, Seattle, WA 98104

Time	Description of Item	Materials	Action Item
9	<ul style="list-style-type: none"> • UPWP/Federal Emphasis Areas • MPO/RTPO Formula Allocation Estimates 		E. MPOs and RTPOs should have provided input on the UPWP Guidance to Cliff Hall by 11/24/14. The final UPWP Guidance will be distributed in December.
10	Recap of Action Items		F. Kevin Murphy volunteered to join the Obligation Authority Task Force. The group is still requesting one additional member. G. There will be a future group session on VMT and forecasting growth.
11	Adjourn		

MPO/RTPO/WSDOT Coordinating Committee Meeting Dates for 2015

Tuesday, February 24, 2015

Tuesday, May 19, 2015

Tuesday, August 25, 2015

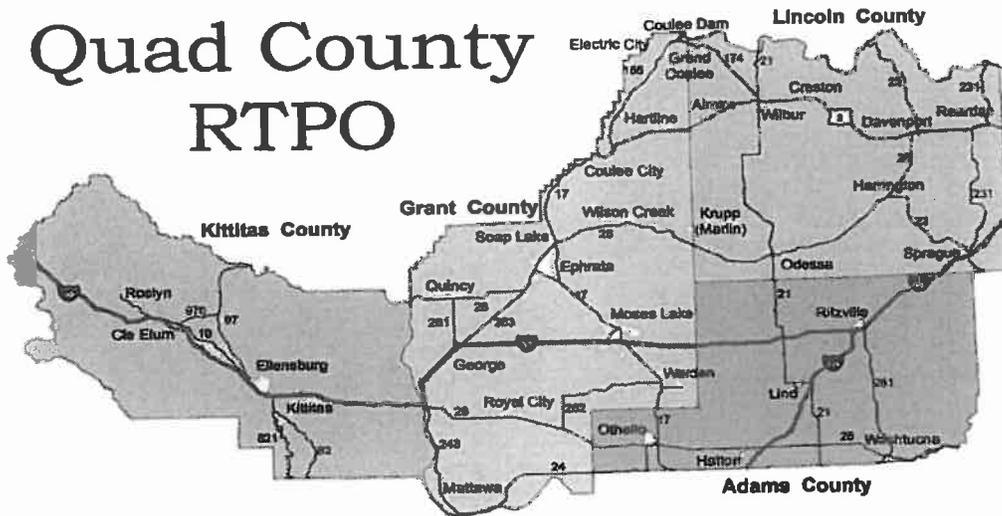
Tuesday, November 17, 2015

TIME: Approximately 9:30a.m. - 12:00p.m. for all meetings (times may be adjusted if necessary)

LOCATION: Puget Sound Regional Council Conference Room – 1011 Western Avenue Suite 500, Seattle, WA 98104

ATTACHMENT D

Quad County RTPO



Unified Planning Work Program

for

July 1, 2015 through June 30, 2017

Approved: _____
XXX, QUADCO Chairperson

Date: _____

Prepared for:
QUADCO Member Council

By: Kittitas County Department of Public Works
Lead Agency
411 North Ruby Street, Suite 1
Ellensburg, WA 98926

Tel: (509) 962-7523
Fax: (509) 962-7663

QUADCO Unified Planning Work Program
July, 2015 – June, 2017

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QUADCO Unified Planning Work Program

July, 2015 – June, 2017

INTRODUCTION

Each fiscal year (July 1 to June 30), the Quad County Regional Transportation Planning Organization (QUADCO RTPO) prepares a Unified Planning Work Program (UPWP) for transportation planning activities and priorities to take place in the QUADCO RTPO. The UPWP describes planning studies and tasks to be accomplished, designates who will perform the work, identifies the final products and benefits of the planning activities, and estimates the costs for these planning activities.

The QUADCO RTPO Lead Agency prepares the UPWP and the QUADCO Council adopts the UPWP and signs a contract with the Washington State Department of Transportation. The RTPO Lead Agency is Lincoln County starting July 1, 2015. This document consists of the planning activities and priorities for the State Biennium 2015-2017.

PURPOSE

The primary purpose of the QUADCO RTPO is to provide for a continuing, cooperative, and comprehensive transportation planning and decision-making process by the member agencies within the four-county region of Adams, Grant, Kittitas, and Lincoln Counties. Through this forum, the QUADCO RTPO prepares and maintains a decision-making process for regional transportation planning which augments and supports local transportation planning programs within the individual counties.

ORGANIZATION OF QUADCO

A. QUADCO COUNCIL

The Quad County Regional Transportation Planning Organization (QUADCO RTPO) currently consists of 37 elected or designated officials and representatives of the cities, towns, and counties within the four-county region that have become signatories to the Inter-Local Agreement, with management vested in the QUADCO Council. The QUADCO Council meets approximately four times a year, but will meet more often if necessary. The Council membership is shown in Appendix A.

B. COMMITTEES

1. The Transportation Policy Board (TPB) is composed of 15 members with designated alternates. The Transportation Policy Board meets as often as necessary to accomplish the assigned tasks of the Council. The TPB membership is shown in Appendix B.
2. The Ranking Committee prioritizes the region's Transportation Alternative Program projects and planning projects in accordance with the purposes and criteria established by the QUADCO Council. Final project ranking and selection is decided by the Council.
3. Special Committees are formed as necessary to complete and fulfill various other duties and responsibilities that may arise.
4. The Education Committee is comprised of one representative from each of the four counties and a Committee Advisor. The Committee meets as necessary to develop and implement public outreach and education opportunities and events.

QUADCO Unified Planning Work Program

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FUNDING

Programs are funded primarily with federal and state formula grants as they are made available. Many local agency planning projects must be completed totally or partially "out of pocket" due to limitations in available funding.

PAST YEAR UPWP ACCOMPLISHMENTS

Following is a list of QUADCO's achievements accomplished during the 2015 State Fiscal Year:

1. QUADCO Meeting Coordination and Information Distribution: Coordinated four Council meetings and Transportation Policy Board meetings. Scheduled, prepared agendas and meeting minutes, and provided presentations. Provided letters of support for projects.
2. Transportation Partnerships: Invited participation from state, federal, and local agencies, legislators, and transportation partners. Encouraged members to participate in regional planning activities. Met with WSDOT Aviation staff. Presented QUADCO information at the Washington State Transportation Commission in Ellensburg.
3. State Representation: Participated in MPO/RTPO/WSDOT Coordinating Committee meetings and reported on these meetings to the QUADCO Council. Participated in the Washington Statewide model FHWA peer review meeting. Participated on the Coordinating Committee's subcommittee on Transportation Efficiencies (Ex. Or. 14-04).
4. Training: Lead Agency staff attended training on transportation planning issues including Title VI coordination on 1/29/2015.
5. QUADCO Document Updates: Updated QUADCO membership and contact information as needed/requested.
6. UPWP and Related Reports: Prepared and coordinated with the Council and WSDOT the 2015-2016 fiscal year UPWP and processed grant agreements and related reports.
7. RTIP: Assisted QUADCO local jurisdictions enter information into the web-based STIP. Prepared a 2015 RTIP with project maps.
8. RTP: Prepared a full update of the RTP with a robust public outreach process and new website. Managed the consultant firm's work on the RTP.
9. Human Services Transportation Plan (HSTP): Developed a full update to QUADCO's HSTP. Managed the consultant firm's work and attended 4-County Community Transportation Planning Team meetings to present and discuss HSTP tasks.
10. State and Federal Funding Programs: Reviewed the MAP-21 Notice of Proposed Rule Making (NPRM) for various performance measures and coordinated the request for QUADCO input.
11. Transportation Enhancement Program (TAP): Continued monitoring the progress of the TAP projects selected for funding by QUADCO.

QUADCO Unified Planning Work Program

July, 2015 – June, 2017

UPWP ELEMENTS

A. ADMINISTRATIVE MANAGEMENT AND COORDINATION

The lead agency will manage and coordinate the regional transportation planning process and activities with the agencies, WSDOT, TPB, QUADCO Council, and other committees as necessary to complete the work and business of the RTPO. This includes:

1. QUADCO Meeting Coordination and Information Distribution: Prepare and schedule all QUADCO Council and TPB meetings, as well as other subcommittee work assignments as necessary. Act as a central point of contact in obtaining and distributing information pertaining to the RTPO on evolving federal and state requirements. This task also includes preparing agendas, meeting minutes, and coordination of QUADCO activities.
2. Transportation Partnerships: Invite and provide legislators, state, federal and local agencies, and other interested transportation partners and organizations opportunities for participation in RTPO meetings. Coordinate contacts with federal, state, local agencies, business, industry, and other interested parties. Encourage tribal governments to engage in RTPO meetings including the Colville Confederated Tribes, Spokane Tribe of Indians, Wanapum Tribe, and Yakama Nation.
3. State Representation: Attend and participate in MPO/RTPO/WSDOT Coordinating Committee meetings and other committee meetings as assigned to ensure QUADCO issues and concerns are considered.
4. Training: Attend informational and training meetings related to RTPO issues as they may become available.
5. QUADCO Document Updates: Continue to update QUADCO by-laws, inter-local agreements, committee membership list, and equipment inventories as needed.
6. UPWP and Related Reports: Prepare and present to the Council a Unified Planning Work Program (UPWP), amendments, annual UPWP performance and expenditure report, and other agreements with WSDOT. All of these plans and reports shall be responsive to state and federal planning requirements and/or guidance.

Deliverables and Estimated Completion Dates (2015-2017)

<i>Product</i>	<i>Lead Agency</i>	<i>Timeframe</i>
QUADCO Meeting Coordination and Information Distribution: agendas, minutes, etc.	Lincoln County	on-going
Transportation Partnerships	Lincoln County	on-going
State Representation	Lincoln County	on-going
Training	Lincoln County	on-going
QUADCO Document Updates	Lincoln County	on-going
UPWP and Related Reports	Lincoln County	Feb.-Sep.
2015-2017 BUDGET TOTAL: \$36,000		

* Lead Agency administration expenses may not exceed 15% of total expenses.

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B. REGIONAL TRANSPORTATION PLANNING AND GROWTH MANAGEMENT PLANNING

QUADCO is responsible for programming expenditures of selected federal funds for regionally significant transportation improvement projects. Additionally, QUADCO performs long-range transportation planning among the region's jurisdictions in accordance with RCWs and WACs. The tasks and responsibilities are as follows:

1. RTIP: Act as repository, compile, and submit the RTPO Six Year Transportation Improvement Program (RTIP) for member agencies. Work with member agencies to address WAC requirements for developing QUADCO's RTIP. Assist member agencies with entering information into the web-based State Transportation Improvement Program (STIP) as needed.
2. GMA Planning Review: Evaluate and review adopted comprehensive plans, their amendments, level of service standards, and county-wide planning policies to insure they reflect consistency with the Regional Transportation Plan (RTP). Comprehensive Plan elements for this review include Transportation, Land Use, and Economic Development. Grant County and Kittitas County are GMA counties. They conduct annual Comprehensive Plan Amendments that require reviews during the summer and fall months, depending on each jurisdiction's amendment schedule. QUADCO will participate in planning activities to assist with GMA comprehensive plan amendments and full updates. The GMA update deadlines are 2017 for Kittitas County and 2018 for Grant County.
3. RTP: Concurrency review of the 2015 Regional Transportation Plan (RTP) in 2017. This may include identification and prioritization of further planning needs for improving the sustainability of QUADCO's economic vitality.
4. Regional Transportation Planning Projects: Conduct planning studies or projects, as identified in the Regional Transportation Plan, to fulfill transportation planning needs of regional significance. Regionally significant planning needs in QUADCO improve the sustainability of QUADCO's economic vitality. Projects will include possible solutions to issues of economic vitality, preservation, safety, mobility, environment, and stewardship and generally include:
 - a. Collection of data/information and studies specific to regional corridors.
 - b. The region's major market routes.
 - c. Transportation issues affecting larger geographic scales.
 - d. Work promoted by a combined group of member agencies and interested parties.
 - e. Work that compliments other planning and strategy development work in the region, or projects being advanced and promoted by WSDOT and other agencies.
5. Human Services Transportation Plan and Amendments: Review the 2014 HSTP for project list updates in 2016. Continue coordination, outreach, and measurement work with the 4-County Community Transportation Planning Team, managed by People For People and includes transportation service providers within the QUADCO area. The

QUADCO Unified Planning Work Program

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HSTP demographics and planning assumptions are updated every four years, while project lists are updated every two years. The next full HSTP update is due in 2018.

6. Statewide Planning Participation: Invite, encourage, and arrange for participation in statewide planning processes as needed to ensure regional issues and concerns are identified, and presented for inclusion to the plans. Involvement is expected to include the following activities: Washington Transportation Plan 2040, Phase II, Highway System Plan, Map-21 Target Setting Collaboration, Transportation Efficiency (E.O. 14-04), Aviation System Plan, Corridor Planning Studies, Statewide Travel Demand Model, Practical solutions, and GMA Enhanced Collaboration.
7. Regional Transportation Planning Organization Website Information: QUADCO website coordination and management. This website link is: quadco-rtpo.com.

Deliverables and Estimated Completion Dates (2015-2017)

<i>Product</i>	<i>Lead Agency</i>	<i>Timeframe</i>
RTIP & Amendments	Lincoln County	On-going
GMA Planning Review	Lincoln County	On-going
RTP Concurrency Review	Lincoln County	2017 SFY
Regional Transportation Planning Projects	Lincoln County	On-going
Human Services Transp. Plan Amendments	Lincoln County	2016 SFY
Statewide Planning Participation	Lincoln County	On-going
RTPO Website Information	Lincoln County	On-going
2015-2017 BUDGET TOTAL: \$194,300		

C. FUNDING PROGRAMS

QUADCO has the responsibility of periodically awarding federal funds through competitive solicitation. Additionally, QUADCO informs its members of new state and federal funding programs and calls for projects. The tasks and responsibilities are as follows:

1. Transportation Alternatives Program: Provide services necessary to implement and complete processes regarding the Transportation Alternatives Program.
2. MAP-21 and other Funding Programs: Review opportunities and implement strategies for new funding proposals offered by the Governor and various state agencies. This task also includes analysis of MAP-21 to understand impacts to planning practice within QUADCO and potential evaluation measures that may be required.
3. Special Grant Funding: Coordinate special grant funding opportunities and processes that may occur.

QUADCO Unified Planning Work Program

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Deliverables and Estimated Completion Dates (2015-2017)

<i>Product</i>	<i>Lead Agency</i>	<i>Timeframe</i>
Transp. Alternatives Program Coordination	Lincoln County	On-going
MAP-21 and other Fund Programs Coordination	Lincoln County	On-going
Special Grant Funding	Lincoln County	On-going
2015-2017 BUDGET TOTAL: \$4,000		

D. SPECIAL ASSIGNMENTS ADMINISTRATION

The lead agency will provide oversight and administration for this work. Tasks may be completed by a combination of member agency representatives, committees, and/or lead agency staff working on behalf of, and under the guidance of the QUADCO Council. This work includes:

1. Education Committee: The Education Committee is made up of representatives from each County. The Committee will continue to pursue and schedule outreach events and opportunities to invite, involve, and educate the public on the issues and needs within the QUADCO region.
2. Other Planning Activities: Any other unanticipated participation necessary and specific to the RTPO.

Deliverables and Estimated Completion Dates (2015-2017)

<i>Product</i>	<i>Lead Agency</i>	<i>Timeframe</i>
Education Committee	Lincoln County	As needed
Other Planning Activities	Lincoln County	As needed
2015-2017 BUDGET TOTAL: \$4,000		

E. UNFUNDED WORK

WSDOT prefers that unfunded work activities be listed separately. The work listed below is additional transportation planning activities that benefit QUADCO if funding were available. This work includes:

1. Guidelines for Evaluating Transportation Elements: Assist in development of guidelines for evaluation of GMA Transportation Elements of all municipal agencies in Grant and Kittitas Counties.
2. Projects and studies that address immediate and/or future investments consistent with the goals of the RTP.

TRANSPORTATION PLANNING GUIDANCE

This UPWP meets work program requirements and the intent of agreements as outlined in RCW 47.80.010 through RCW 47.80.070 and WAC 468-86. These state statutes and regulations

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provide the core planning elements required for RTPOs and are considered when developing the UPWP. The GMA sets up RTPOs as the venues for identifying regional priorities and coordinating transportation planning at all jurisdictional levels with local comprehensive plans.

The regional transportation plans prepared by RTPOs play an important role in achieving consistency between state, county, city, and town plans and policies. State law requires regional transportation plans to be consistent with countywide planning policies adopted under the GMA, county, city, and town comprehensive plans, and state transportation plans. State law also requires RTPOs to certify that the transportation elements of local comprehensive plans reflect guidelines and principles established by the RTPOs, are consistent with the adopted regional transportation plan, and conform to the requirements of RCW 36.70A.070.

In addition to certifying adopted local plans and policies, WSDOT encourages RTPOs to work as partners with local governments in the early stages of local comprehensive plan and countywide planning policy development to more effectively identify and resolve consistency issues. The Department of Commerce's schedule indicates that Kittitas County must complete its GMA update in 2017 and Grant County must complete its GMA update in 2018.

RTPOs should coordinate and invite participation with tribes on the development of their regional transportation plans. The Yakama Nation is within the QUADCO region and the Colville Nation and Spokane Nation border the QUADCO region.

WSDOT requires that each UPWP describe the work programmed to support and address the six legislative transportation system policy goals of RCW 47.04.280. These goals include: Economic Vitality, Preservation, Safety, Mobility, Environment, and Stewardship.

WSDOT encourages RTPOs to continue jointly working on the following activities to ensure plans and priorities are reflected in these statewide and corridor effects:

- Washington Transportation Plan 2040, Phase II
- Highway System Plan
- MAP-21 Target Setting Collaboration
- Transportation Efficiency (E.O. 14-04)
- Aviation System Plan
- Corridor Planning Studies
- Statewide Travel Demand Model
- Practical Solutions
- GMA Enhanced Collaboration

QUADCO must report annually to WSDOT on UPWP progress as required by 23 CFR 420.117. This includes providing WSDOT a draft of the report for comments and discussion.

QUADCO may contract with another agency or private firm for services to implement tasks identified in the UPWP. QUADCO should discuss the needed contracted services with WSDOT prior to pursuing these services because WSDOT may already have the technical resources needed. WSDOT must recommend approval of state RTPO funds before any consultant selection process begins. Subcontracting agreements are subject to specific requirements as outlined in the money agreements. The "Metropolitan/Regional Transportation Planning Organization Two-Year Financial Agreement" provides further requirements and information on subcontracting and purchases.

QUADCO Unified Planning Work Program

July, 2015 – June, 2017

OUTCOMES

The work elements to be performed are part of the continuing implementation of the QUADCO Regional Transportation Plan. All work and projects to be completed are consistent with the goals set forth in the RTP. The goals of the RTP are consistent with the transportation system goals set in RCW 47.04.280 and various strategies included in those goals. A summary of the deliverables and products to be produced is included in Table A. QUADCO RTPO UPWP Deliverables and Budget.

ACCOUNTABILITY

This document is intended to articulate the accomplishments of the RTPO through the various work elements. To further accomplish that end all invoices submitted for reimbursement are to include brief descriptions of the tasks, accomplishments, and/or outcomes realized.

BUDGET

The QUADCO RTPO UPWP budget is summarized in Table A. below:

<i>Work Item</i>	<i>SFY 2016 (estimate)</i>	<i>SFY 2017 (estimate)</i>	<i>Total Biennium</i>
Administrative Management and Coordination	\$18,000	\$18,000	\$36,000
Regional Transportation Planning and GMA	\$97,000	\$97,300	\$194,300
Funding Programs	\$2,000	\$2,000	\$4,000
Special Assignments Administration	\$2,000	\$2,000	\$4,000
GRAND TOTAL	\$119,000	\$119,000	\$238,300

Approved for QUADCO Council:

Chair, QUADCO

QUADCO Unified Planning Work Program
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Appendix A. QUADCO Council

<i>Agency Name</i>	<i>Agency Type</i>	<i>Member Name</i>	<i>Member Title</i>	<i>Alternate Name</i>	<i>Alternate Title</i>
Adams County	County	John N. Marshall	Commissioner	Todd O'Brien	PW Director
Grant County	County	Cindy Carter	Commissioner	Jeff Tincher	PW Director
Kittitas County	County	Obie O'Brien	Commissioner	Douglas P. D'Hondt	County Engineer
Lincoln County	County	Rick Becker	PW Director	Phil Nollmeyer	Op/Permit Coordinator
Almira	City	Einar Larson	Mayor	Brian Belsby	Contracted Engineer
Cle Elum	City	Jim Leonhard	PW Director	Matthew Morton	City Administrator
Coulee City	Town	Robert J. Dove	Mayor	Jim Holcomb	City Superintendent
Coulee Dam	Town	Barry Peacock	PW Superintendent	None	None
Creston	City	Blake Angstrom	Mayor	None	None
Davenport	City	Steve Goemmel	City Administrator	David Leath	City Clerk
Electric City	City	Ken Dexter	PW Director	Jacqueline Perman	City Clerk
Ellensburg	City	Derek Mayo	City Engineer	Bruce Tabb	Councilmember
Ephrata	City	Bill Sangster	PW Director	None	None
George	City	Elliot Kooy	Mayor	Joe Schons	PW Director
Grand Coulee	City	TBD	TBD	TBD	TBD
Hartline	Town	Jim Baergen	Mayor	None	None
Hatton	Town	Michael D. Pherigo	Mayor	Brian Belsby	Contracted Engineer
Harrington	City	Paul Gilliland	Mayor	Rick Becker	Councilmember
Kittitas	City	Bryan Nash	PW Director	Linda Huber	Mayor
Krupp	Town	TBD	TBD	TBD	TBD
Lind	Town	Jamie Schmunk	Mayor	None	None
Mattawa	City	Gary Crowder	PW Director	Robin Newcomb	City Clerk
Moses Lake	City	Shawn O'Brien	City Engineer	Gary Harer	Municipal Svc. Dir.
Odessa	Town	Frank White	Councilmember	Douglas Plinski	Mayor
Othello	City	Terry Clements	PW Director	Dan Quick	Lead Water Op.
Quincy	City	Ariel C. Belino	City Engineer	Tim Snead	City Administrator
Reardan	Town	Bruce Johnson	City Manager	Sherman Johnson	Mayor
Ritzville	City	Scott Yaeger	Councilmember	None	None
Roslyn	City	Mitch Long	Councilmember	Brandi Taklo	City Clerk
Royal City	City	John Lasen	PW Director	Kent Anderson	Mayor
Soap Lake	City	Raymond Gravelle	Mayor	Karen Dillon	Finance Director
South Cle Elum	Town	Scott MacKenzie	PW Director	None	None
Sprague	City	Chris Canaday	PW Director	Ginny Rajala	City Clerk
Warden	City	Ron Curren	PW Director	Anthony Massa	Mayor
Washtucna	City	Mike Rettinger	PW Superintendent	None	None
Wilbur	Town	Randy Harris	Councilmember	Don Rolfe	Councilmember
Wilson Creek	Town	Katherine Bohnet	Mayor	None	None

QUADCO Unified Planning Work Program
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Appendix B. QUADCO Transportation Policy Board

<i>Agency Name</i>	<i>Agency Type</i>	<i>Member Name</i>	<i>Member Title</i>	<i>Alternate Name</i>	<i>Alternate Title</i>
Anderson Hay	Major employer	Rod Van Orman	Operations Manager	Mark T. Anderson	CEO/President
Central Washington Grain Growers	Major employer	Paul Katovich	Assistant Manager	None	None
WSDOT North Central Region	State	Dan Sarles	Regional Administrator	Paul Mahre	Planning Engineer
Ellensburg	City	Derek Mayo	City Engineer		
Moses Lake	City	Shawn O'Brien	City Engineer	None	None
Ritzville	City	Scott Yaeger	Councilmember	None	None
Harrington	City	Rick Becker	Councilmember	None	None
Port of Moses Lake	Port	Jeffrey Bishop	Exec. Director	None	None
Adams County	County	Todd O'Brien	PW Director	Brandi Coylar	Assist. PW Dir.
Grant County	County	Jeff Tincher	PW Director	Todd Mittge	Assistant Co. Road Engineer
Kittitas County	County	Doug D'Hondt	County Engineer	Jan Ollivier	Transportation Manager
Lincoln County	County	Phil Nollmeyer	Op & Permit Coordinator	None	None
Columbia Basin RR & Cold Train Intermodal	Railroad	Patrick Boss	Public Affairs & Business Developer	None	None
QUADCO Chair	RTPO	Obie O'Brien	Kittitas Co. Commissioner	Shawn O'Brien	Moses Lake Engineer
Public Transportation Official	Transit	Greg Wright	General Mngr., Grant Transit Authority	None	None