

**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

**QUADCO RTPPO**  
**QUAD COUNTY**  
**REGIONAL TRANSPORTATION PLANNING ORGANIZATION**

## Minutes

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### **QUADCO COUNCIL MEETING**

June 6, 2019

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 22 attendees. Introductions were made and roll was collected. A quorum was present.*

#### **2. Meeting Minutes**

*Jeff Tincher presented the minutes from the February 21, QUADCO meeting. Action: Todd O' Brien made a motion to move, Richard Law 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. Revised Total reflects additional funds approved at August 23, 2018 meeting.

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

<u>Regional Transportation Planning Projects</u>	Approved Revised Total	Total Expended thru 04/30/19	Remaining Balance
Lincoln County ADA Transition Plan <b>Completed</b>	\$63,676	\$54,434.25	\$9,241.75 COMPLETED
Ellensburg ADA Transition Plan Update <b>Draft plan 2 weeks ago. Final in a few weeks and anticipate to have \$5000.00 left over.</b>	\$35,000	\$18,540.34	\$16,459.59
Davenport Land Acquisition Engineering & GIS Study <b>Invoicing and plan to use about half of what's left.</b>	\$20,700	\$16,394.57	\$4,305.43
Roslyn Transportation Plan Update <b>Spent more than reflected. Still some work to do currently in the adoption process. Anticipate having a couple \$1000.00 left.</b>	\$38,000	\$10,523.75	\$27,476.25
Odessa East 3 <sup>rd</sup> Ave Right-of-Way Study <b>Completed</b>	\$28,453	\$28,453.00	\$0.00 COMPLETED

**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:**

<b>Lead Agency &amp; Project</b>	<b>Type of TAP funds</b>	<b>TAP Funding Allocation By Federal Fiscal Year</b>					<b>Status</b>
		<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>Total</b>	
City of Ephrata - Beezley Hill Trail Phase 1 (Awarded July 15, 2010)	Carry forward STPE					128,500	STATUS?

*Bill Sangster not present. Project currently in DOTs hands. Jeff Tincher explained to the group that there is a hold up with the Right of Ways. There was a brief discussion in regards to the obligation of funds for this project as it has been extended by approx. 10 years. It is unclear if this is for DOT or QUADCO to look into. Further discussion to take place. Timeline on enhancement money was in question.*

**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.

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
John Wayne Trail <i>Awarded in December, end to mid-July construction.</i>	City of Ellensburg	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
Pioneer Meadows Trail <i>Last week there was a wetland delineation looking at the trail there was a suggestion to do a less restricted route.</i>	City of Moses Lake	Flexible		13,556	79,414	79,414	172,384
		Total		13,556	79,414	79,414	172,384
Sports Complex Rec Trail Phase 1 <i>Out to bid –June is a great time to go out of asphalt.</i>	Davenport City of	Carryforward	12,188				12,188
		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
Ballfields Safe Pathway Phase 2	Reardan	Rural				58,449	58,449
	Town of	Total		Available IF additional or other funds become available			58,449

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

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

Lead Agency purchased (14) Armadillo Radar Traffic Recorders with ancillary Laptop & Tablet computers in the amount of \$45,223.00.

Action Requested: For information only

*Jeff Tincher updated the group with the purchase of the recorders and equipment. The Traffic Recorders and equipment will be housed at the City of Moses Lake.*

**7. 2019-2021 UPWP Selection of Planning Projects**

Lead Agency - Presentation of rankings & options UPWP Planning Projects for the 2019-2021 Biennium & unallocated monies.

Action Requested: Approval of project ranking and award of the SFY 2019-2021 Biennium UPWP Planning Projects as discussed.

*Motion to approve funding for the 3 projects as submitted with agency match made by*

*Rick Becker, Second by Derek Mayo.*

*Motion added\* Lead Agency to call for bids by September meeting hopefully by then we have enough projects to cover remaining balance. Motion approved by Todd O' Brien, second by Shawn O' Brien.*

**8. SFY 2019-2021 Unified Planning Work Program and Budget**

Lead Agency – Present Draft UPWP Budget for discussion & Review

Action Requested: Approve SFY 2019-2021 UPWP Budget with selected UPWP Projects  
*Move to approve next biennium budget SFY 2019-2021 UPWP- Motion made by Rick Becker, second by Derek Mayo.*

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

Bruce Sackron & Jan Ollivier

- Update of HSTP Planning Committee Meetings, Roles & Responsibilities  
Copies of minutes are available on back table

Action Requested: For information only

*Jan provided the group with an update. Provided ideas in regards to setting up rules, and guidelines on how subcommittees work within QUADCO. Jan reminded the group that there will need to be a process in place before the next funding cycle. Discussions amongst the group.*

**10. Certification of Local Transportation Elements – City of Cle Elum**

Lead Agency – Presentation of Findings & Recommendations

Copies of Findings & Recommendation on back table

Action Requested: Approval of Certification of Local Transportation Elements as submitted.

*Per lead agency, The City of Cle Elum's Transportation element has met the criteria. Lead agency recommends approving certification as submitted.*

*Motion to approve made by Richard Law, second Scott Yaeger.*

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

WSDOT Region Representatives

- WSDOT Region Updates

Action Requested: For information only

*Project updates provided by both North and South Central Region. A few discussions within the group.*

**12. "New" Business**

Jeff Tincher, Chair

Action Requested: For information only

*Please have any updated contact information to lead agency within the week for the UPWP.*

**13. Election of QUADCO Chair and Chair Pro-tem for SFY 2019-2021**

Action Requested: Elect Chair and Chair Pro-tem

Elected Officials will serve July 1, 2019 – June 30, 2021

**Commissioner John Marshall voted in as: Chair** *nominated by Rick Becker*

**Shawn O' Brien voted in as: Vice Chair** *nominated by Richard Law*

*Motion moved to approve by Scott Yaeger, Second by Jeff Tincher.*

**13. Next QUADCO Meeting**

September 19, 2019 10:00 a.m. to 12:00 p.m.

Grant County Public Works, Large Conference Room

124 Enterprise St. SE Ephrata, WA 98823

**14. Adjourn – Jeff Tincher adjourned the meeting at 11:10am.**