

**CHAIRMAN:**  
Obie O'Brien, County Commissioner  
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**QUADCO RTPO**  
Quad County  
Regional Transportation Planning Organization

October 7, 2014

Teri Hickey  
Washington State Department of Transportation  
PO Box 47370  
Olympia, WA 98504

Re: QUADCO RTPO - UPWP Final Report for July 1, 2013 through June 30, 2014 (SFY 2014)

Dear Teri,

This letter serves as the summary of the significant Unified Planning Work Program (UPWP) elements and accomplishments of the QUADCO RTPO during SFY 2014.

**Lead Agency Accomplishments:**

Kittitas County was the lead agency during SFY 2014. A brief summary of the lead agency's work during this period included the following:

- Provided program management including financial accounting of the RTPO planning effort.
- Coordinated contacts, scheduled meetings, and completed various work assignments as directed by the QUADCO Council.
- Administered the Transportation Alternatives Program.
- Coordinated and scheduled various special committee meetings.
- Attended various training and outreach events as the lead agency representative – STIP training and Comprehensive Plan Transportation Elements Focus Group.
- Collected and submitted QUADCO Regional member TIPS.
- Obtained and distributed information to member agencies and interested parties.
- Attended MPO/RTPO/WSDOT Coordinating Committee meetings.
- Administered the QUADCO Call for Human Services Transportation Plan (HSTP) projects and updated the HSTP.
- Prepared the SFY 2015 UPWP.
- Prepared and circulated for review and approval scope of works, schedules, and request for qualifications for the HSTP and Regional Transportation Plan (RTP) updates.

**QUADCO Council Accomplishments:**

The QUADCO Council met four times during this past fiscal year. Regular Council meetings were held September 26, 2013, January 9, 2014, April 10, 2014, and June 20, 2014. The business of the RTPO was presented and discussed at these meetings. Agendas were prepared and attendance was good with quorum requirements met at each meeting.

The Council acted as necessary on all business of the RTPO. The Council received project updates from Transportation Alternatives Program projects, Washington State Rail Plan,

Washington State Freight Plan, MPO/RTPO/WSDOT Coordinating Committee meetings, federal program target delivery, MAP-21 Performance Measures survey, I-90 construction updates, SR 243/Mattawa Roundabout, and Regional WSDOT Planning Offices updates.

The Council approved several significant action items. The Council approved selection of a consultant for the HSTP update and received progress updates on the HSTP update. The Council amended their by-laws and Council membership. The Council formed their Transportation Policy Board that has been inactive since the 1990's. The Transportation Policy Board's major activity is to update the Regional Transportation Plan.

At the January meeting the Council re-elected Kittitas County Commissioner Obie O'Brien as the Chair and City of Moses Lake Engineer Shawn O'Brien as Chair Pro-Tem elect for 2014.

At the June meeting the Council approved the UPWP and budget for SFY 2015. Work for 2015 focuses on updating the Regional Transportation Plan and the HSTP.

The QUADCO RTPO did not produce any legislative outreach/education work this year.

**SFY 2014 Administration Expenses:**

Kittitas County Lead Agency Expenses Reimbursed: \$15,172.50

Regional Transportation Planning and GMA: \$8,308.37

Funding Programs: \$1,362.13

Special Assignments Administrations: \$0.00

Human Services Transportation FTA Grant: \$17,000.39

**SFY 2014 Administration Expenses:**

The end of this fiscal year is the first year of Kittitas County's two-year term as the lead agency. Starting July 1, 2015, Lincoln County representatives will be administering QUADCO. The QUADCO RTPO will continue its efforts to serve its member agencies and looks forward to continuing transportation planning work.

Respectfully Submitted:



Douglas D'Hondt, PE  
Quadco RTPO