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# Minutes

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## QUADCO COUNCIL MEETING

June 9, 2016

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

10:00: Mark Stedman, Chairman called the meeting to order and welcomed 23 attendees. Introductions were made and roll was collected, a quorum of 13 members present

### 2. Meeting Minutes

Mark Stedman, Chair

Action Requested: Move to approve the January 21, 2016 QUADCO meeting minutes. Terry Goetz moved to approve the January 21<sup>st</sup> meeting minutes. Rick Becker seconded; and approved unanimously.

### 3. Unified Planning Work Program (UPWP) Planning Project Updates

Phil Nollmeyer reported that Adele McCormack retired. Doug Cox is now our representative for WSDOT. When Doug started to review member agency consultant contracts he was concerned that the language did not clarify that WSDOT was not reimbursing member agencies directly. The money comes to Lead Agency and then on to the member agencies. QuadCo's bylaws state that the role of Lead Agency is to take those funds and disburse them to member agencies for our purposes. Mr. Cox required that any future consultant contracts clearly state that funding comes through Lead Agency and passed on to the member agencies. Phil also noted that in the future, Lead Agency must receive contracts for review from the member agency not their consultant. Lead Agency will not review a contract submitted by the member's consultant. In further business Phil asked whether we need to consider a change in Section 8 of the bylaws to include all projects rather than limit the language to the Regional Transportation Plan. Group discussion followed and indicated support to broaden the language to include all projects. Lead Agency will develop a draft bylaw change for submission at a later date. It was also suggested that the change needed to be made before the next biennium.

#### B. Project Sponsors

Updates from Project sponsors:

Othello ICA Studies – Consultants on board and completing traffic counts on the two ICA's.

Davenport Truck Bypass Study – Consultant process completed. Consultant has completed a survey of the truck route and are developing alternatives.

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Lincoln Co. Comp Plan Trans Element – Bob Breshears and Courtney Thompson have been researching what needs to be included in the Transportation Element. The requirements are different than that of a county planning under GMA.

Odessa Transportation Improvement Plan – Selection process has begun and the City has two estimates. Background data collection has been completed.

Ellensburg Citywide Traffic Count – Hired a consultant and the 2016 count is complete. Project is on schedule.

Harrington Citywide Traffic Count & Sign Inventory – Has signed an agreement with Lincoln County to have traffic counts done and the sign inventory and reflectivity will soon follow.

Moses Lake ADA Transition Plan Curb Ramps – Completed the inventory of their curb ramps. Next step will be to hold public meetings to get input.

<u>Regional Transportation Planning Projects</u>	SFY 2016	SFY 2017	TOTAL
Othello - ICA Studies	\$12,500	\$12,500	\$25,000
Davenport - Truck Bypass Feasibility Study	\$16,400	\$16,400	\$32,800
Lincoln County - Comp Plan Trans Element Update	\$10,000	\$10,000	\$20,000
Odessa - Transportation Improvement Plan	\$13,965	\$13,965	\$27,930
Ellensburg - Citywide Traffic Count	\$10,000	\$10,000	\$20,000
Harrington - Citywide Traffic Count & Sign Inventory	\$3,850	\$3,850	\$7,700
Moses Lake - ADA Transition Plan - Curb Ramps	\$10,000	\$10,000	\$20,000

#### 4. Unified Planning Work Program (UPWP) Budget Update

Phil went through the UPWP Budget as of this date. Lead Agency is recommending the following line item budget changes.

- 1) Lincoln County Comp Plan Transportation element project: Reduce the line item from \$20,000 to \$15,000. This will free up \$5,000 to be available for member agency projects.
- 2) GMA Planning Review: Reduce the line item from \$4,000 to \$2,000. This will free up \$2,000 for member agency projects.
- 3) Remaining Unallocated Funding: \$3,355 remains unallocated and is available for member agency projects.
- 4) Statewide Planning Participation: Reduce the line item from \$16,000 to \$2,000. This will free up \$14,000 for member agency projects.
- 5) Special Assignments: Education Committee - Reduce the line item from \$2,000 to \$1,500; Other Planning Activities – Reduce the line item from \$2,000 to \$1,500. This will free up \$1,000 for member agency projects.

The changes will result in freeing up \$25,355 for member agency projects. Lead Agency recommends to move the Moses Lake Roundabout & 4 Lane Roadway project from unfunded to funded, if Moses Lake can proceed with their project. Shawn O'Brien stated they can proceed with the project and will take the funding if the Council so moves.

Scott Yeager made a motion to amend the SFY 16-17 UPWP budget by reducing GMA Planning Review from \$4,000 to \$2,000; Reducing Lincoln Co Comp Plan Project from \$20,000 to \$5,000; Reduce Statewide Planning Participation from \$16,000 to \$2,000; Reduce both the Education Committee and Other Planning Activities from \$2,000 to \$1,500. Motion seconded. Approved

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unanimously.

Rick Becker moved to fund the Moses Lake Roundabout & 4 Lane Roadway Analysis. Motion Seconded by Terry Goetz; Motion passed unanimously.

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

**Updates:**

City of Ellensburg – Right of Way has been certified. They are continuing on.

Town of Almira – The project has been bid and constructed

City of Ephrata Beezley Hill Trail – Still trying to get Right of Way from the Bureau. Going on longer than 5 months. Feel consent is forthcoming and getting very close to getting what they need to complete. Phil stated that this project is 6 years out with no activity. There is a possibility that funding may go away at the end of a 10 year period. The group will provide an update at our next meeting. Ephrata is hopeful they will get this going this year.

Lead Agency & Project	Type of TAP funds	TAP Funding Allocation By Federal Fiscal Year					Status
		2013	2014	2015	2016	Total	
City of Ellensburg – John Wayne Pioneer Trail Reconnection Route	Urban		\$60,230	\$60,230	\$60,230		Obligated for Design
	Flexible		\$65,572	\$65,572	\$65,572		
	Total		\$125,802	\$125,802	\$125,802	\$377,406	
Town of Almira – Main St. Sidewalk Improvement	Rural		\$48,920	\$61,071	\$61,071	\$171,062	Under Design
City of Ephrata - Beezley Hill Trail Phase 1 (Awarded July 15, 2010)	Carry forward STPE					128,500	STATUS??
City of Moses Lake – Heron Bluff Trail							Constructed
City of Soap Lake – SR 17/Soap Lk Lane Reconfig. & Safety							Constructed

Keith Martin explained risks of projects not moving forward. Funds need to be obligated by August 1<sup>st</sup>. Phil went over two scenarios for obligating funding. Todd Obrien suggested that we go out for a call for projects have them submitted in the fall and selected to meet future obligations. Suggested to program out 4 years. There is a change in urban vs rural. Lead Agency will make sure they get criteria correct before going out for a call.

Rick Becker moved to go out for a call for projects this fall and program out for 4 years of anticipated funding. Motion seconded and carried unanimously.

Chairman Stedman moved the discussion to Item No. 11.

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### **6. Draft QUADCO RTPO Surface Transportation Block Grant (STBG) Set-Aside Program Application Form.**

Lead Agency will get in contact with the TPB and get their blessing for the call for projects. Keith Marin explained that he reviewed some of the RTPO STBG project application forms. Keith suggested addition of the property rights question. ROW issues do cause delays. Phil suggested that we include the questions.

### **7. MPO/RTPO Coordinators Meeting & RTPO Funding Allocation Group**

Rick Becker provided an update on the Coordinators meeting in Spokane. Agenda items included FAST act critical corridors; upcoming call for Freight projects. Rick went over the sheet showing the amount of transportation planning funds for RTPO's; Island Co will become a RTPO. Rick and Phil had teleconference regarding funds going to non-RTPO County. WSDOT determined that they are within the law to provide funding to those counties. There was conversation whether this will set a precedence for other counties to break away from the RTPO's. Phil stated this could set a dangerous precedent. The bigger picture at QuadCo is that there a lot of good things happening in the background such as Human Services Transportation Planning.

The Council needed to be aware of the discussions regarding this issue.

### **8. Regional Transportation Plan (RTP) Update**

Jan Ollivier gave an update on the status of the RTP. Public comments have been received. The SEPA process must be completed. Jan has drafted a SEPA checklist. She will run the draft by Lead Agency and initiate the SEPA process.

### **9. HSTP Grant Funding Update**

Jan Ollivier gave an update on the process. They have received more DOT funding. They have held open houses across all 4 counties. Purpose to let the people know what services are out there. They had a bus at each spot so they could show it to visitors. Provided snacks and gifts for those attending. Also working with emergency management teams in case of emergencies. Getting ready to do a call for projects this fall. Jan also attended some public transportation meetings regarding their grant programs on behalf of QUADCO.

### **10. Transportation Commission Presentation**

Jeff Tincher and Todd O'Brien gave an update on their April 20<sup>th</sup> presentation to the Transportation Commission. Both gave a presentation for their own Counties and then gave a joint presentation on QuadCo. The Commission had a good question and answer session even though it was short. They made points on STPR funding and federal regulations. He said the commission listened.

### **11. FAST – Critical Urban & Rural Freight Corridor Designations**

Terry Madsen gave a presentation on FAST Act – Critical Urban & Rural Freight Corridor Designations. He noted that the State is limited to 163 miles rural statewide.

If roadway sections do not need improvements within the next 5 years they can be removed

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from the list and added back when they need improvements.

Criteria for the resources are: 25% of annual daily traffic has to come from trucks; 200 acres must include agriculture and industrial warehouse centers;

WSDOT is proposing the following three candidate corridors within QuadCo.

- 1) US 97 – SR 970 to Kittitas/Chelan Co Line
- 2) SR 281 – I 90 to SR 28
- 3) O NE/3 NE – I-90 to E Wheeler Rd

The question was asked why the Warden and Bruce area were not included in these proposals because they also fall into the criteria. Terry stated that nothing is decided yet and the State is still looking for comments and suggestions. The state is very close to its limited miles of 163 for this year and a list will be updated every five years for new projects.

Lin Wan from WSDOT was on the phone to answer questions about the FAST act. The selection is based on high volume of traffic and construction that needs to take place in the next five years. The principals are from the FAST act. They must limit the amount of miles within the state. Comment was made that funding should be considered as we don't want to list road segments that have just had a project completed on.

All comments need to be made to WSDOT by June 14, 2016. Comments are to come through the RTPO. Send your comments to Phil and he will pass them on to WSDOT. Lead Agency will also have the Chair draft a letter supporting comments submitted.

WSDOT also went over the Call for Local Freight Projects and Eligibility Criteria.

### 12. Regional WSDOT Planning Offices and Headquarters Updates

Keith Martin was the only regional WSDOT person in attendance. He gave a presentation from Highways and Local programs perspective. Noted an upcoming call for bridge projects. Went over ROW and property rights issues regarding projects. If they see a prospectus where the "no ROW" box is checked, they may be calling to make sure that is correct.

### 13. Other "New" Business

Mark Stedman asked for any new business. WSDOT went over the call for Local Freight Projects. They are asking the RTPO's vet projects coming through their region. Asking for projects over the next three months and will run list by the state advisory boards and they will decide what projects will get funded. Project types are listed on the web site. Encouraged people to go on-line to look at eligibility criteria. QuadCo's vetting process is simply asking for a letter of support.

### 14. Next QUADCO Meeting

Mark Stedman, Chair

*Motion to hold the next meeting in Ephrata on September 15<sup>th</sup>, 2016 at 10:00 a.m. to 12:00 noon. Motion seconded and carried.*

### 15. Adjourn – Mark Stedman – Meeting adjourned.

