

MINUTES

QUADCO COUNCIL MEETING

November 19, 2020
 10:00 a.m. to 12:00 p.m.
 Via GoToMeeting

1. WELCOME/ROLL CALL

John Marshall called the meeting to order at 10 a.m. Roll call was completed and quorum established.

2. MEETING MINUTES

Marshall presented the minutes from the August 13, 2020, QuadCo Council Meeting.

ACTION: City of Othello representative made a motion to approve the minutes as circulated. City of Moses Lake representative seconded the motion. Motion passed unanimously by voice vote.

3. UNIFIED PLANNING WORK PROGRAM (UPWP)

Lead Agency discussion and updates on UPWP for fiscal year 2019-2021

2019 – 2021 – Project Updates

Project Sponsors for Town of Lind, City of Ellensburg, City of Davenport, City of Othello and City of Cle Elum were asked to present an update on the status of project:

MEMBER AGENCY & PROJECT	UPWP FUNDS REQ.	MEMBER AGENCY MATCH	TOTAL PROJECT	TOTAL EXPENDED THROUGH 10/31/2020	REMAINING BALANCE
Lind Transportation Plan <i>Field work completed and analysis started. Do not foresee issues with project. Likely will expend all funds.</i>	\$55,000	\$0	\$55,000	\$15,856.20	\$39,143.80
Ellensburg Bridge Load Rating Updates <i>It was reported the project is 3/4 finished, and will wrap up in a couple months. Likely will expend all funds.</i>	\$34,000	\$5,000	\$39,000	\$19,063.08	\$14,936.92
Davenport First Street Stream Crossing Feasibility Study <i>Project is just about complete.</i>	\$35,000	\$2,900	\$37,900	\$32,735.85	\$2,264.15
Othello Stop Sign Installation Evaluation <i>Draft is complete and project in final stages. Possibly about \$2,000 may not be used.</i>	\$18,000	\$2,000	\$20,000	\$14,408.02	\$5,591.98
Cle Elum Railroad Street Expansion <i>Project getting underway.</i>	\$8,910	\$2,970	\$11,880	\$0	\$8,910
Davenport ADA Transition Plan <i>Consultant selection complete.</i>	\$15,000	\$1,800	\$16,800	\$0	\$15,000

QUADCO RTPO

Quad County
 Regional Transportation Planning Organization

Todd O'Brien requested that Project Sponsors notify Lead Agency if any funding will be turned back once their projects are complete. In addition, the final result of the project should be sent to Lead Agency for the files.

4. FEDERAL PROGRAM TARGET DELIVERY TRANSPORTATION ALTERNATIVE (TA) AND STBG SET-ASIDE PROGRAM PROJECTS/CARRYFORWARD STPE FUNDS

Project Sponsors for City of Ephrata to provide update on the status of their project.

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

Bill Sangster requested clarification on what would be the best way to move forward. He stated that the city had been advised to continue status quo and not withdraw the project for funding. After discussion, it was determined the best route would be to withdraw the project and resubmit for funding when there is a better idea of needed funds. Sangster stated he will send a letter to Lead Agency withdrawing the project.

STBG Set-aside Projects		STGB Set-aside Funding Allocation By Federal Fiscal Year					
Project Title	Agency	Funding Type	2017	2018	2019	2020	Federal Funds Total
John Wayne Trail Complete	Ellensburg, City of	Urban	\$57,432	\$57,432	\$57,432	\$57,432	\$229,728
		Flexible	\$79,414	\$65,858			\$145,272
		Total	\$136,846	\$123,290	\$57,432	\$57,432	\$375,000
Pioneer Meadows Trail <i>No report</i>	Moses Lake, City of	Flexible		\$13,556	\$79,414	\$79,414	\$172,384
		Total		\$13,556	\$79,414	\$79,414	\$172,384
Sports Complex Rec Trail Phase 1 Complete	Davenport, City of	Carryforward	\$12,188				\$12,188
		Rural	\$58,234	\$58,234	\$58,019		\$174,487
		Total	\$70,422	\$58,234	\$58,019		\$186,675
Ballfields Safe Pathway Phase 2 <i>Total project about \$491,000. Council advised town to move forward with project.</i>	Reardan, Town of	Rural				\$58,449	\$58,449
		Total		Available IF additional or other funds become available			\$58,449

A letter was received from the City of Moses Lake by Lead Agency in August withdrawing the project.

The Town of Reardan reported that a request for proposals was issued and they are waiting for selection to begin preliminary engineering. They expect to begin work the first part of 2021.

Lead Agency discussed what the de-obligation of funding for the Ephrata and Moses Lake projects would mean for available funding. In current year 2021, a total of \$595,365 would be available to allocate. It was discussed that Reardan's original request was for \$227,309 and that \$375,477 was submitted for federal prospectus with a 13.5% local match. The Town of Reardan submitted a request for full funding to Lead Agency for \$434,017. It was also noted that there are no other projects identified for funding other than Reardan.

The City of Ritzville representative made a motion to fund the Town of Reardan's project at 100% for a total of \$434,017. Grant County representative seconded the motion. Motion passed unanimously by poll.

5. FEDERAL PROGRAM TARGET DELIVERY & STBG SET-ASIDE PROGRAM CALL FOR PROJECTS 2021

The council agreed by consensus to have Lead Agency prepare for a call for new projects at the next meeting. It was noted that the projects need to be shovel ready, viable projects that can expend the allocation within the given time period. In addition, projects would be ranked and voted on at the May 2021 meeting.

6. 4-COUNTY HST PLANNING COMMITTEE UPDATE

Jan Ollivier provided information and an update on the 2021-2023 Consolidated Grant Program, in which funding is available for operating, purchasing equipment, capital purchases and mobility positions. Grant applications have been submitted to the state, and all applications need to be sent to Lead Agency. Lead Agency will refer applications to the 4-County HST Planning Committee for review and ranking. Quadco Council will approve the ranking before submitting it to the state by Feb. 26, 2021.

In addition, Ollivier provided a brief update of the committee's role and current work.

A volunteer was requested to serve on the committee as a representative of Quadco. Keith Elefson, Grant County, volunteered.

The City of Ellensburg representative made a motion to approve Keith Elefson as a Quadco Representative. Lincoln County representative seconded the motion. Motion passed unanimously by poll.

CHAIRMAN:
John N. Marshall, Commissioner
Adams County
210 West Alder
Ritzville, WA 99169
(509) 659-3276

LEAD AGENCY:
Adams County
Public Works Department
210 West Alder
Ritzville, WA 99169
(509) 659-3276

QUADCO RTPO
Quad County
Regional Transportation Planning Organization

7. LEAD AGENCY UPDATE

Todd O'Brien

It was noted that Lead Agency continues to review and approve project payments and consultant agreements. In addition, Lead Agency has been attending the state coordinating committee meetings. Meetings have included discussion about state planning funds. It is expected that there will be about \$5 million less than in the previous biennium, which translates to about a \$35,000 reduction to Quadco.

8. REGIONAL WSDOT PLANNING OFFICES AND HEADQUARTERS UPDATES

WSDOT Region Representatives
Project updates provided by WSDOT representatives.

9. APPOINT NEW CHAIRPERSON FOR REMAINDER OF BIENNIUM

Marshall submitted a verbal resignation, effective the end of 2020. Marshall recommended appointing Todd O'Brien.

The Lincoln County representative made a motion to appoint Todd O'Brien as the chairperson for the remainder of the biennium. City of Ritzville representative seconded the motion. Motion passed unanimously by poll.

10. NEXT QUADCO MEETING

Thursday, February 11, 2021
10 a.m. to 12 p.m.
Location/type TBD

11. ADJOURN

Marshall adjourned the meeting at 11:11 a.m.