

Chelan-Douglas Transportation Council (CDTC)

Meeting convened remotely via Zoom

MEETING MINUTES | AUGUST 13, 2020

GOVERNING BOARD MEMBERS PRESENT:

Board Chair: Kyle Steinburg, Douglas County
Jerrilea Crawford, City of East Wenatchee
Jim Fletcher, City of Cashmere
Kevin Overbay, Chelan County
Randy Agnew, City of Rock Island

JC Baldwin, Regional Port Authority
Richard DeRock, Link Transit
Frank Kuntz, City of Wenatchee
David Bierschbach, WSDOT-NCR

STAFF PRESENT:

Jeff Wilkens, Executive Director

Chad Daggett, Clerk of the Board

In order to comply with the [Governor's Proclamation 20-28.4](#), participation in the meeting was through remote access only. Board members were given a link for video conferencing and Zoom generated telephone numbers were distributed to the public with the draft agenda/board meeting public notice; the public was able to listen to the meeting telephonically. One public comment was received prior to the meeting and was distributed to all board members for review (on file).

1) Call to Order / Introductions / Review Agenda

The meeting was called to order at 9:01 a.m. by CDTC Board Chair, Kyle Steinburg; quorum was met.

2) Approval of Consent Agenda

- August 13, 2020 Draft Meeting Agenda
- June 11, 2020 Draft Meeting Minutes
- Monthly Financial Reports (*through June 2020*)
- June & July 2020 Combined Payroll Total: \$59,287.54
- Checks numbered 00338667 – 00338677 in the amount of \$9,723.29 for June 2020 invoices
- Checks numbered 00339609 – 00339619 in the amount of \$20,918.90 for July 2020 invoices
- Indirect Cost Rate Report FY 2020-21
- Authorize Executive Director to Execute New Commercial Office Lease (*Effective Nov. 1, 2020*)

Upon a motion by Frank Kuntz, seconded by Jim Fletcher, the Board unanimously approved the consent agenda as presented. Motion carried.

3) SR 28 Corridor Study Update

Jeff Wilkens presented to the Board a summary of Request for Consultant Proposals (on file) for the SR 28 Transportation Corridor Plan. The Board had no concerns and by consensus agreed to move forward with the Request for Proposals.

4) Resolution 4-2020: Endorsing nomination of a designated route for United States Bicycle Route 85 through Chelan and Douglas counties

Jeff Wilkens explained to the Board that United States Bike Route (USBR) 10 is the only bike existing route officially designated in the national network. WSDOT and a non-profit called "Washington Bikes" are now partnering to develop USBR 85 as their next priority. Mr. Wilkens further explained that while the eventual route is expected to mostly follow the SR 97 highway corridor, Resolution 4-2020 represents regional endorsement of the proposal. National designation of the route cannot be completed without the Board's endorsement.

The Board entered discussion. Frank Kuntz was interested in tabling the Resolution. Dave Bierschbach was interested in having an expert talk to the Board to better explain the designated route nomination; JC Baldwin concurred.

Upon consensus of the Board, Resolution 4-2020 was tabled. An expert will be scheduled to speak to the Board regarding the designated route nomination.

5) Approve Letter of Invitation for CDTC Membership to Colville Confederated Tribes

Jeff Wilkens explained through a staff report (on file) the mandated extension of membership (House Bill 1485) to any tribe with reservation or tribal trust lands within the RTPO planning area boundary. The letter of invitation to the Colville Confederated Tribes (copy on file) was reviewed; the Board had no questions or concerns.

Upon a motion by Richard DeRock, seconded by JC Baldwin, the Board unanimously authorized the CDTC Board Chair to sign a letter of invitation to the Colville Confederated Tribes for voting membership on the CDTC governing board. Motion carried.

The Board Clerk mailed the signed letter via USPS to the Colville Confederated Tribes on August 13, 2020.

6) Surface Transportation Program (STP) Funding

Jeff Wilkens provided a brief update on the successful attainment of the 2020 fiscal year obligation target for spending federal funding on local agency projects. The second half of the discussion was led by Frank Kuntz, who explained the funding shortfall and related timing and project delivery constraints on the McKittrick Street Extension project. Following discussion, upon a motion by Jerrilea Crawford seconded by JC Baldwin, the board approved supplemental STP funding for the McKittrick Street Extension project including \$264,500 STP funds recently returned from a City of Chelan project, \$236,000 in previously unallocated STP funds, and a to-be-determined amount of leftover STP funding from the City of East Wenatchee's 9th Street / Valley Mall Parkway Intersection Improvement project; once preliminary engineering for that project is complete and the specific amount of leftover STP funds is known. Motion passed 8 to 1; Kevin Overbay voted no.

7) Director's Report

Jeff Wilkens updated the Board on the following items:

- The CDTC 2020 Regional Transportation Plan Update has been finalized and is currently in a 20-day public comment phase.
- Jeff Wilkens is participating in a virtual Investment Strategy workgroup with Secretary Millar; and
- Also participating in a virtual Growth Management Act Roadmap Phase 2 working group.


8) Member Roundtable

Board members gave a brief update on their ongoing transportation project(s).

9) New Business / Adjournment

With no new business to conduct, Mr. Steinburg adjourned the meeting at 10:07 a.m.

MINUTES APPROVED: September 10, 2020



KYLE STEINBURG | 2020 Board Chair

ATTEST: 

JEFF WILKENS | Executive Director

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