

Chelan-Douglas Transportation Council (CDTC)

37 S. Wenatchee Avenue, Suite C · Wenatchee, WA 98801

MEETING MINUTES | FEBRUARY 8, 2024

GOVERNING BOARD MEMBERS PRESENT:

Nick Covey, Link Transit
James (Jim) Fletcher, City of Cashmere
Chris Keifenheim, WSDOT-NCR
Richard Palmer, Colville Tribes
Marc Straub, Douglas County *(for Kyle Steinburg)*

Richard DeRock, Regional Port Authority
Christine Johnson, East Wenatchee *(for Jerrilea Crawford)*
Kevin Overbay, Chelan County
Mike Poirier, City of Wenatchee

STAFF & EX-OFFICIO MEMBERS PRESENT:

Jeff Wilkens, CDTC Executive Director
Ryan McGrew, CDTC Planning/Data Analyst *(Zoom)*
Renee Swearingen, City of Entiat

Chad Daggett, CDTC Board Clerk
Erin McCardle, City of Chelan
Loyd Smith, Waterville *(Zoom)*

GUESTS PRESENT:

Ruth Walker, State Auditor's Office *(Zoom)*
Brian Pearson, WSDOT-NCR *(Zoom)*
Eric Pierson, Chelan County
Emma Honeycutt, City of Wenatchee
Cristina Barone, Link Transit
Rich Cole, Chelan County Resident
Rosenda Henley, WSDOT-NCR

Cinthya Medina, State Auditor's Office *(Zoom)*
Kate Tollefson, WSDOT-NCR *(Zoom)*
Aaron Simmons, Douglas County
Garren Melton, City of East Wenatchee
Russell Craven *(Zoom)*
Jana Fischback, Sustainable NCW
Steve Wilkinson, Wenatchee Chamber

The CDTC Governing Board convened in-person (with an option to participate virtually via Zoom) at the Confluence Technology Center, 285 Technology Center Way, Wenatchee, WA 98801. The public was invited to attend in-person with an option to watch the meeting livestream.

1) Call to Order & Introductions

Upon a quorum, the meeting was called to order at 9:01 a.m. by CDTC Board Chair, Jim Fletcher.

2) Open Public Comment Period

Chelan County resident, Rich Cole, presented concerns regarding local roundabouts.

3) Approval of Consent Agenda

- February 8, 2024 Draft Meeting Agenda
- January 11, 2024 Draft Meeting Minutes
- Monthly Financial Reports *(through December 2023)*
- January 2024 Payroll/EFT: \$44,710.05
- January 2024 Vouchers/Checks Processed: 00375312-00375324 totaling \$23,007.69

Upon a motion by Nick Covey, seconded by Kevin Overbay, the Board unanimously approved the consent agenda as presented. Motion carried.

4) Washington State Auditor’s Office | 2020-2023 Audit Results and Final Report

Washington State Auditor’s Office (SAO) Ruth Walker and Cinthya Medina presented to the Board an Exit Conference report (on file) for the triennial accountability audit performed for July 1, 2020 through June 30, 2023. The areas examined during the audit period were: Accounts Payable, Payroll, Open Public Meetings (compliance with minutes, meetings and executive session), and Financial Condition. Lead Auditor Ruth Walker commended Chad Daggett for his professionalism throughout the audit. The published report is available on the SAO [website](#) and also CDTC [website](#).

5) Transportation Improvement Program Amendment #2

Jeff Wilkens presented to the Board a staff report (on file). Amendment #2 was presented authorizing the expenditure of an additional \$2,528,183 in federal funding within the region by adding the Douglas County and WSDOT projects to the 2024-27 TIP.

Upon a motion by Richard DeRock, seconded by Marc Straub, the Board unanimously approved Amendment #2 to the 2024-27 Transportation Improvement Program as submitted. Motion carried.

6) Resolution 1-2024 | Adopting the CDTC State Route 28 Plan

Upon a motion by Kevin Overbay, seconded by Mike Poirier, the Board unanimously tabled Resolution 1-2024 to adopt the CDTC State Route 28 Plan for 60 days to accommodate the Douglas County Commission’s evaluation request. Motion carried.

7) Authorization of Consultant Agreement for Pathways Master Plan

Upon a motion by Mike Poirier, seconded by Nick Covey, the Board unanimously authorized the CDTC Executive Director to execute a contract with Alta Planning + Design, Inc for the CDTC Regional Pathways Master Plan. Motion carried.

8) Legislative Updates

Jeff Wilkens presented a general discussion to the Board regarding the legislative session.

9) Director’s Report

No topics were presented by the CDTC Executive Director.

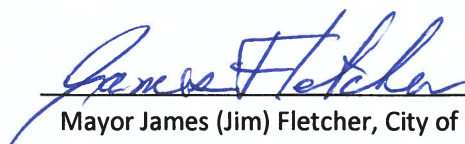
10) Board Member Closing Remarks / Roundtable

Board members were given the opportunity for closing remarks and updates.

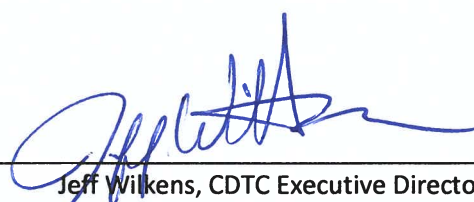
11) Adjournment

Chair Jim Fletcher adjourned the meeting at 10:27 a.m.

MINUTES APPROVED: MARCH 14, 2024



Mayor James (Jim) Fletcher, City of Cashmere
2024 Chair of the Board

ATTEST: 

Jeff Wilkens, CDTC Executive Director