

Chelan-Douglas Transportation Council (CDTC)

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

MEETING MINUTES | JANUARY 11, 2024

GOVERNING BOARD MEMBERS PRESENT:

Randy Agnew, City of Rock Island
Jerrilea Crawford, City of East Wenatchee
Jim Fletcher, City of Cashmere
Kevin Overbay, Chelan County
Mike Poirier, City of Wenatchee

Nick Covey, Link Transit
Richard DeRock, Regional Port Authority
Dan Lewis, WSDOT-NCR *(for Chris Keifenheim)*
Richard Palmer, Colville Tribes *(via Zoom)*
Kyle Steinburg, Douglas County

STAFF & EX-OFFICIO MEMBERS PRESENT:

Jeff Wilkens, CDTC Executive Director
Riley Shewak, CDTC Planner
Erin McCardle, City of Chelan

Chad Daggett, CDTC Board Clerk
Ryan McGrew, CDTC Planning/Data Analyst
Renee Swearingen, City of Entiat

GUESTS PRESENT:

Eric Pierson, Chelan County
Emma Honeycutt, City of Wenatchee
Christine Johnson, Aging & Adult Care of CW
Ruby Gaston, Office of US Rep. Kim Schrier
Jenn Saugen, Perteet
Marc Straub, Douglas County
Cristina Barone, Link Transit
Ana Sanchez

Aaron Simmons, Douglas County
Garren Melton, City of East Wenatchee
Josh Fedora, Ardurra
Jason Taylor, KPQ News
Mark Botello, City of Entiat
Jake Youngren, City of Chelan
Kyle Burtis, KPG Psomas

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

No public comments were presented.

3) Approval of Consent Agenda

- January 11, 2024 Draft Meeting Agenda
- November 9, 2023 Draft Meeting Minutes *(no meeting December 2023)*
- Monthly Financial Reports *(through November 2023)*
- November 2023 Payroll/EFT: \$44,118.55
- December 2023 Payroll/EFT: \$44,710.01

- November 2023 Vouchers/Checks Processed: 00373758-00373772 totaling \$30,454.55
- December 2023 Vouchers/Checks Processed: 00374511-00374521 totaling \$52,412.90

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

4) Transportation Improvement Program Amendment #1

Jeff Wilkens explained to the board that CDTC policy requires board approval to add, modify or remove projects from the Transportation Improvement Program (TIP). A staff report (on file) was provided to the board and included the amendment to award a supplement of \$378,737 to the City of Leavenworth’s “Ski Hill Drive Active Transportation Improvements Phase 2” project. Mr. Wilkens noted that the board clerk sent an award letter to the City of Leavenworth, however the funds must be programmed in the TIP to become available.

Upon a motion by Jerrilea Crawford, seconded by Nick Covey, the Board unanimously approved Amendment #1 to the 2024-27 Transportation Improvement Program as submitted. Motion carried.

5) Annual Transportation System Performance Report

Riley Shewak presented the annual Transportation System Performance Report (presentation slides on file). General discussion; no action.

6) Review Draft Revisions to SR 28 Plan

Riley Shewak presented the final draft of the SR 28 Plan (on file) to the Board. The Board entered discussion; at the conclusion, Chair Fletcher went around the table and gave each board member a chance to voice their perspective of the final draft Plan. The Plan is expected to be voted upon for adoption at the February 8, 2024 board meeting.

7) Project Updates

Jeff Wilkens updated the Board on the two current projects CDTC is engaged in:

- Columbia River Crossing Study: the final stakeholder meeting was January 11, 2024. The Consultant is slated to give a presentation to the Board in March or April.
- New Pathways Study: A Request for Proposals (RFP) solicitation was announced October 27, 2023. The closing date was December 22, 2023; two consultant RFPs were received. The top-ranked consultant shall be presented to the Board at the February 8, 2024 board meeting along with approval for contract negotiations.

8) Legislative Updates

Jeff Wilkens stated the legislature’s focus seems to be on funding shortfalls thus CDTC is continuing to stay abreast on transportation issues and funding priorities.

9) Director’s Report

Jeff Wilkens updated the Board on the following:

- CDTC is currently undergoing its triennial audit with the State Auditor’s Office (SAO). The SAO is slated to present an exit conference at the February 8, 2024 CDTC board meeting.
- Invoices for CDTC membership dues have gone out via USPS; please remit payment by Feb. 29, 2024.
- The Washington State Transportation Commission’s (WSTC) annual report has been published.

10) Board Member Closing Remarks / Roundtable

Board members gave closing remarks and updates on transportation related items.

11) Adjournment

Chair Jim Fletcher adjourned the meeting at 10:42 a.m.

MINUTES APPROVED: FEBRUARY 8, 2024



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

ATTEST: 

Jeff Wilkens, CDTC Executive Director