

# Chelan-Douglas Transportation Council (CDTC)

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

## MEETING MINUTES | JULY 13, 2023

### GOVERNING BOARD MEMBERS PRESENT:

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Randy Agnew, City of Rock Island  
Jerrilea Crawford, City of East Wenatchee  
Chris Keifenheim, WSDOT-NCR  
Richard Palmer, Colville Tribes  
Kyle Steinburg, Douglas County

JC Baldwin, CDRPA  
Richard DeRock, Link Transit  
Kevin Overbay, Chelan County  
Mike Poirier, City of Wenatchee  
Nick Covey, Link Transit *(Board Member Guest)*

### STAFF & EX-OFFICIO MEMBERS PRESENT:

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Jeff Wilkens, CDTC Executive Director  
Riley Shewak, CDTC Transportation Planner  
Bob Goedde, City of Chelan  
Carl Florea, City of Leavenworth

Chad Daggett, CDTC Board Clerk  
Ryan McGrew, CDTC Planning/Data Analyst  
Doug Brown, City of Entiat *(Zoom)*  
Jill Thompson, Town of Waterville *(Zoom)*

### GUESTS PRESENT:

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Aaron Simmons, Douglas County  
Eric Pierson, Chelan County  
Mark Botello, City of Entiat  
Garren Melton, City of East Wenatchee  
Charity Duffy, City of Rock Island  
Justin Roozen, Douglas County  
Terra Sokol, KPQ News  
Jake Lewing, City of Wenatchee

Christine Johnson, Aging & Adult Care of CW  
Renee Swearingen, Entiat Resident  
Jake Youngren, City of Chelan  
Erik Howe, RH2 Engineering  
Jim Zumini, City of Rock Island  
Ruby Gaston, Office of US Rep. Kim Schrier  
Ryan Harmon, City of Wenatchee  
Tom Wachholder, City of Leavenworth

*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 9:02 a.m. by CDTC Board Chair, Kevin Overbay.

#### 2) Open Public Comment Period

No public comments were received or heard.

#### 3) Approval of Consent Agenda

- July 13, 2023 Draft Meeting Agenda
- June 8, 2023 Draft Meeting Minutes
- Monthly Financial Reports *(through May 2023)*
- June 2023 Payroll: \$42,328.80

- June 2023 Vouchers: 00368625-00368637 totaling \$49,894.17

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

#### **4) Carbon Reduction Program Funding Discussion**

During the June 8, 2023 board meeting, Jeff Wilkens introduced the Carbon Reduction Program (CRP) to the Board as a new source of annual formula funding for CDTC to allocate, and explained that he would be seeking direction from the board on priorities for the use of these funds by the July board meeting. Mr. Wilkens presented a handout highlighting three options along with a cost estimate of the proposed Interurban Pathways Plan.

Mr. Wilkens requested a decision to determine if and how much the Board wanted to commit to the Pathways Study, and how much of the remainder to allocate to member agency projects. Following discussion, Richard DeRock made a motion, seconded by Mike Poirier, to set aside \$400,000 of CRP funding for the Study as a tentative commitment to reevaluate in September if the necessary local matching funds cannot be secured. Motion passed 7/2; Kyle Steinburg and Kevin Overbay abstained.

#### **5) 2023 Transportation Improvement Program (TIP) Amendment #5**

Jeff Wilkens explained to the Board that WSDOT recently notified planning agencies that there may be an opportunity to secure federal funding redistributed from other states that are unable to fully utilize apportioned federal funds by the end of the federal fiscal year. CDTC staff submitted a request for \$986,100 to be matched with \$153,900 in local funding, for a total of \$1,140,000 to develop a CDTC Interurban Pathways Plan. If these funds are secured, they will replace the \$400,000 committed by the Board in the prior action.

#### **6) 2023-25 Work Program Amendment #1: CDTC Interurban Pathways Plan**

Jeff Wilkens explained that in order to be eligible to receive the requested funding for the CDTC Interurban Pathways Plan, the project must be identified in the CDTC Unified Planning Work Program in addition to the Transportation Improvement Program. The Board entered discussion.

Upon a motion by Richard DeRock, seconded by Jerrilea Crawford, the Board unanimously approved the 2023-25 Unified Planning Work Program Amendment #1 as submitted.

#### **7) 2023 Surface Transportation Block Grant (STBG) Funding Proposals**

Project application representatives were given 10 minutes each to present their respective STBG project proposals to the Board for evaluation and discussion. After the presentations, Jeff Wilkens distributed a "forced pairs" score sheet to each board member. Mr. Wilkens asked the members to review each proposal over the next few weeks and if any questions arose, email him and he would obtain answers from the project sponsors, compile a question/answer summary sheet, and then email the summary to each board member for consideration prior to completing their respective score sheet. Mr. Wilkens instructed the board clerk to collect each score sheet one week prior to the August 10, 2023 board meeting and record the results.

#### **8) Director's Report**

Jeff Wilkens updated the Board on the following:

- Chelan-Douglas Regional Port Authority Commissioner, JC Baldwin, has been appointed by Governor Jay Inslee as Commissioner to the Washington State Transportation Commission; Commissioner Baldwin will now be an ex-officio (non-voting) CDTC board member.
- Richard DeRock has retired from Link Transit. Newly appointed Link Transit CEO, Nick Covey, will be the Link Transit representative on the CDTC Board effective July 18, 2023 (Link Transit Resolution 2023-17).

- Chelan-Douglas Regional Port Authority (CDRPA) Commissioner Richard DeRock will take Commissioner JC Baldwin's place as the CDRPA representative on the CDTC Board.

**9) Board Member Closing Remarks / Roundtable**


Chair Kevin Overbay congratulated CDTC board member and Chelan-Douglas Regional Port Authority Commissioner, JC Baldwin, on her appointment to the Washington State Transportation Commission. Chair Overbay commended Commissioner Baldwin for her excellence in public service and contributions to the CDTC board over the years.

Randy Agnew updated the Board on the City of Rock Island's first annual Rock Fest held July 1, 2023. Mayor Agnew said the City's new festival was successful and thanked Link Transit for its contribution to the event.

**10) Adjournment**

Chair Kevin Overbay adjourned the meeting at 11:02 a.m.

**MINUTES APPROVED: August 10, 2023**

  
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Commissioner Kevin Overbay, Chelan County  
2023 Chair of the Board

ATTEST:

  
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Jeff Wilkens, CDTC Executive Director