

Chelan-Douglas Transportation Council (CDTC)

Meeting convened remotely via Zoom

MEETING MINUTES | JUNE 11, 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

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. No public comment was received.

1) Call to Order / Introductions / Review Agenda

The meeting was called to order at 9:09 a.m. by CDTC Board Chair, Kyle Steinburg; quorum was met.

2) Resolution 2-2020: Delegating Monthly Voucher Approval to CDTC Board Chair on Behalf of Board

Upon a motion by Jim Fletcher, seconded by Richard DeRock, the Board unanimously approved Resolution 2-2020: delegating responsibility to the CDTC Board Chair to sign the approved monthly vouchers authorizing payment on behalf of the CDTC Governing Board. Motion carried.

3) Approval of Consent Agenda

- June 11, 2020 Draft Meeting Agenda
- March 12, 2020 Draft Meeting Minutes
- Monthly Financial Reports (*through April 2020*)
- March / April / May 2020 Payroll: \$93,101.72
- Checks numbered 00336472 – 00336481 in the amount of \$17,396.01 for March 2020 invoices
- Checks numbered 00337278 – 00337285 in the amount of \$5,287.56 for April 2020 invoices
- Checks numbered 00337951 – 00337959 in the amount of \$4,797.89 for May 2020 invoices

Upon a motion by Jerrilea Crawford, seconded by JC Baldwin, the Board unanimously approved the consent agenda as presented. Motion carried.

4) Resolution 3-2020: Approval of the FY 2021 Budget & Work Program

Jeff Wilkens presented to the Board a staff report in reference to CDTC Resolution 3-2020: *Approval of the Fiscal Year 2021 Budget & Unified Planning Work Program (UPWP)*. The Board presented no questions or concerns.

Upon a motion by JC Baldwin, seconded by Kevin Overbay, the Board unanimously approved and adopted the fiscal year 2021 budget and work program (on file). Motion carried.

5) Accept Final US 2 Upper Wenatchee Valley Transportation Study Report

Jeff Wilkens explained to the Board that staff and consultant work for the US 2 Upper Wenatchee Valley Transportation Study has been completed in addition to an official review and sign-off from the Olympia WSDOT leadership team. The report is located on the [CDTC website](#).

Upon a motion by Frank Kuntz, seconded by Richard DeRock, the Board unanimously accepted the final US 2 Upper Wenatchee Valley Transportation Study Report. Motion carried.

6) Regional Transportation Improvement Program (RTIP) Amendment 2020-05

Jeff Wilkens presented a staff report to the Board proposing an RTIP Amendment that included two changes:

1. Rescind \$300,000 STBG funds previously awarded to City of Chelan for the "Chelan Traffic Improvements" project.
2. Supplement the original \$120,000 award of federal Transportation Alternatives funds to the Town of Coulee Dam "Foster Avenue Sidewalks" project with an additional \$35,500, increasing the total award to \$155,500. As explained in a letter from Coulee Dam, the additional funds address unanticipated costs for compliance with the Americans with Disabilities Act, to construct new curb ramps along with the sidewalks.

Upon a motion by Frank Kuntz, seconded by Jim Fletcher, the Board unanimously approved and adopted RTIP Amendment 2020-05, and awarded the Ferry Avenue Sidewalks Improvement project additional federal Transportation Alternatives (TA) funds in the amount of \$35,500; increasing the total amount of federal funds available to complete this project to \$155,500. Motion carried.

7) Director's Report

Jeff Wilkens updated the Board on the following items:

- The 2020 INFRA Grant application was successfully submitted, and the news of award should be forthcoming within the next several weeks.
- CDTC's Technical Advisory Committee and Regional Bike Committee have met remotely.
- The draft Regional Transportation Plan update is being finalized.

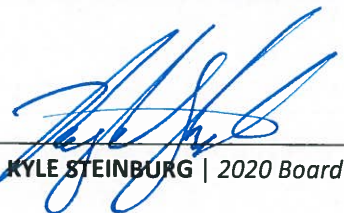
8) Member Roundtable

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 9:38 a.m.

MINUTES APPROVED: August 13, 2020



KYLE STEINBURG | 2020 Board Chair

ATTEST: 

JEFF WILKENS | Executive Director

TITLE VI AND AMERICANS WITH DISABILITIES ACT (ADA) NOTICE TO PUBLIC: Chelan-Douglas Transportation Council (CDTC) assures that no person shall, on the grounds of race, color, national origin or sex, as provided by Title VI of the Civil Rights Act of 1964, be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any federally funded programs and activities. All meeting sites are accessible to persons with disabilities. Accommodations for people with disabilities can be arranged with advance notice. Any person, who believes his/her Title VI protection has been violated, may file a complaint with the CDTC Title VI Coordinator at: (509) 663-9059.