

Chelan-Douglas Transportation Council (CDTC)

MEETING CONVENED AT THE:
Confluence Technology Center
285 Technology Center Way, Wenatchee, WA 98801

MARCH 12, 2020 MEETING MINUTES

GOVERNING BOARD MEMBERS & LEGAL COUNSEL PRESENT:

Randy Agnew, City of Rock Island	Mark Spurgeon, Regional Port Authority <i>(for JC Baldwin)</i>
Jerrilea Crawford, City of East Wenatchee	Richard DeRock, Link Transit
Jim Fletcher, City of Cashmere	Frank Kuntz, City of Wenatchee
Kevin Overbay, Chelan County	Dave Bierschbach, WSDOT-NCR
Marc Straub, Douglas County <i>(for Kyle Steinburg)</i>	Julie Norton, Legal Counsel

STAFF PRESENT:

Jeff Wilkens, Executive Director	Chad Daggett, Clerk of the Board
	Riley Shewak, Transportation Planner

GUESTS PRESENT:

Christine Johnson, Aging & Adult Care	Tom Wachholder, City of East Wenatchee
Aaron Simmons, Douglas County	Nick Manzano, WSDOT-NCR
Eric Pierson, Chelan County	Max Nelson, WSDOT-NCR
Paul Mahre, WSDOT-NCR	George Mazur, WSDOT-NCR
Chris Keifenheim, WSDOT-NCR	Carl Florea, City of Leavenworth
Bob Goedde, City of Chelan	Anne Carr, KPG Interdisciplinary Design

1) Call to Order / Introductions / Review Agenda

CDTC Board Chair, Kyle Steinburg was absent. The meeting was called to order at 9:00 a.m. by CDTC Vice-Chair, Randy Agnew; quorum was met. Introductions from board members, staff, and guests were made around the room.

2) Approval of Consent Agenda

- March 12, 2020 Draft Meeting Agenda
- February 13, 2020 Draft Meeting Minutes
- Monthly Financial Reports *(through January 2020)*
- February 2020 Payroll: \$36,961.30
- Checks numbered 00335670 – 00335683 in the amount of \$22,474.59 for February 2020 vouchers

Upon a motion by Jim Fletcher, seconded by Richard DeRock, the Board unanimously approved the consent agenda as presented; Mark Spurgeon abstained. Motion carried.

3) Open Public Comment Period

No public comment was presented.

4) Executive Session Regarding Potential Litigation

- 9:01 a.m. Upon a motion by Frank Kuntz, seconded by Mark Spurgeon, the board unanimously approved to move into a 10-minute executive session pursuant to RCW 42.30.110 (i) to discuss potential litigation; legal counsel was present.
- 9:11 a.m. Vice-Chair Randy Agnew requested to extend the executive session by 2 minutes; public was notified.
- 9:13 a.m. The board moved back to their regular meeting.

5) Authorize Regional Transportation Plan Update based on Transportation Needs Assessment & Revenue Forecast

Jeff Wilkens distributed handouts (on file) explaining results and dollar figures that communicated funding limitations. Mr. Wilkens also explained that the information presented is a checkpoint and shows CDTC's challenge to adequately fund basic roadway preservation. The Board entered a brief discussion.

Upon a motion by Jim Fletcher, seconded by Frank Kuntz, the Board unanimously approved the revenue forecast and needs assessment for the 2020 Regional Transportation Plan Update. Motion carried.

6) SR 28 Discussion: Traffic Volume & Safety Data

Jeff Wilkens and Riley Shewak presented information regarding traffic volume and safety data pertaining to SR 28. There was no Board discussion.

7) FY 2021 Work Program Emphasis Areas

Jeff Wilkens explained to the Board that the CDTC budget is accompanied by a document called the Unified Planning Work Program (UPWP). The UPWP serves two purposes: the annual budget narrative and the report to our state and federal grant funding agencies outlining how we propose to spend the grant funds.

Mr. Wilkens presented the following CDTC projects for the next fiscal year:

- Complete the 2020 Regional Transportation Plan Update
- Begin a corridor study for SR 28 from East Wenatchee to Rock Island
- Recalibrate the Regional Travel Demand Forecast Model to a year 2020 baseline
- Initiate the 2021 Call for Projects for the next round of federal STBG funding
- Prioritize human services and public transit grant submittals for the 2020 WSDOT Consolidated Grant program (pending outcome of state transportation budget)

9) Legislative Updates

Jeff Wilkens presented the following current legislative issues:

- Budget passed on March 11, 2020
- If Initiative 976 is upheld, reductions will be necessary for the next biennium and future Connection Washington projects will be de-funded or delayed

10) Director's Report

Jeff Wilkens updated the Board on the following items:

- Nicole Campbell resigned; her last day will be March 20, 2020. Mr. Wilkens wished her well in future endeavors.
- There will not be a CDTC board meeting for the month of April; rather, the CDTC Executive Committee will convene to review the draft FY 2021 budget.

11) Member Roundtable

Each board member gave a brief update of their ongoing transportation project(s).

12) New Business / Adjournment

With no new business to conduct, Vice-Chair Randy Agnew adjourned the meeting at 10:10 a.m.

MINUTES APPROVED: June 11, 2020



KYLE STEINBURG
2020 Board Chair

ATTEST: 

JEFF WILKENS
Executive Director

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