

Chelan-Douglas Transportation Council (CDTC)

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

MEETING MINUTES AUGUST 10, 2023

GOVERNING BOARD MEMBERS PRESENT:

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

Nick Covey, Link Transit
Richard DeRock, Regional Port Authority
Chris Keifenheim, WSDOT-NCR
Richard Palmer, Colville Tribes
Kyle Steinburg, Douglas County

STAFF & EX-OFFICIO MEMBERS PRESENT:

Jeff Wilkens, CDTC Executive Director
Riley Shewak, CDTC 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
Jill Thompson, Town of Waterville

GUESTS PRESENT:

Aaron Simmons, Douglas County
Mark Botello, City of Entiat
Garren Melton, City of East Wenatchee
Emma Honeycutt

Eric Pierson, Chelan County
Cristina Barone, Link Transit
Jen Saugen, Perteet
Shaun Darveshi, WSDOT-NCR

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 9:00 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

- August 10, 2023 Draft Meeting Agenda
- July 13, 2023 Draft Meeting Minutes
- Monthly Financial Reports (*through June 2023*)
- July 2023 Payroll: \$44,708.15
- July 2023 Vouchers: 00369597-00369613 totaling \$45,535.31
- CDTC Indirect Cost Rate (*effective Sept. 1, 2023*)

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

4) 2023 Federal Funding Project Ranking & Selection

Jeff Wilkens presented to the Board the composite project ranking which blended all board member's individual scoring of the 2023 project proposals into a draft-final rank order of priority for the available funding. Mr. Wilkens explained the process of establishing the commitment of federal funds during the meeting, followed by another action in October to program each of the new projects in the 2024-27 Regional Transportation Improvement Program, which makes the funding available to recipients beginning in 2024. The Board entered discussion, and Chair Kevin Overbay presented a recommendation to partially fund certain projects as way to direct funds to all projects that were submitted, and by doing so to leverage other sources of funds that will help complete all the projects on the list.

Kyle Steinburg made a motion, seconded by Randy Agnew, to award funds in accordance with Chair Overbay's funding recommendation (as presented), with three additional stipulations:

- if the \$400,000 of Carbon Reduction Program funds previously committed to the Interurban Pathways Plan is unused, it will be added to the funding award for Douglas County's "Grant Road / Lyle Avenue Intersection" project;
- if the overall allocation of federal funds to the region increases during the next year, any available new funds will be added to City of Leavenworth's "Ski Hill Drive Active Transportation Phase 2" project; and
- included in this allocation of currently-available federal funds is the intent that the CDTC will allocate the remainder of funding for Douglas County's "Grant Road / Lyle Avenue Intersection" project during the next scheduled call-for-projects in year 2025. In making this award, the CDTC governing board also included a statement of intent that the unfunded portion of the original \$2,083,540 requested for this project will be prioritized in the next call-for-projects anticipated in 2025; this will require affirmative action by the Board at that time.

The motion passed unanimously. The board clerk shall send out award letters by August 11, 2023.

5) Director's Report

Jeff Wilkens advised the Board that he will be out of the office on PTO for a week in August and also the first week in September.

6) Board Member Closing Remarks / Roundtable

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

7) Adjournment

Chair Kevin Overbay adjourned the meeting at 9:47 a.m.

MINUTES APPROVED: October 12, 2023



Commissioner Kevin Overbay, Chelan County
2023 Chair of the Board

ATTEST:



Jeff Wilkens, CDTC Executive Director