

Chelan-Douglas Transportation Council (CDTC)

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

MARCH 14, 2019 MEETING MINUTES

GOVERNING BOARD MEMBERS PRESENT:

JC Baldwin, Port of Chelan County (Chair)
Kyle Steinburg, Douglas County
Frank Kuntz, City of Wenatchee
Richard DeRock, LINK Transit
Mark Spurgeon, Port of Douglas County

Cheryl Farivar, City of Leavenworth
Kevin Overbay, Chelan County
Randy Agnew, City of Rock Island
Steve Lacy, City of East Wenatchee
Dave Bierschbach, WSDOT-NC

STAFF PRESENT:

Jeff Wilkens, Executive Director
Nicole Campbell, Transportation Planner

Chad Daggett, Clerk of the Board

GUESTS PRESENT:

Kevin Dayton, WSDOT-HQ
Allison Camden, WSDOT-HQ
Jim Fletcher, City of Cashmere
Tom Wachholder, City of East Wenatchee
Dan Sarles, Chelan County Resident
Paul Mahre, WSDOT-NC
Eric Pierson, Chelan County
George Mazur, WSDOT-NC
Greg Wright, WSDOT-NC

Marshall Elizer, WSDOT-HQ
Tyler Mackay, Staff/Congresswoman Kim Schrier
Christine Johnson, Aging & Adult Care
Aaron Simmons, Douglas County
Dan Ireland, SCJ Alliance
Aaron Simmons, Douglas County
Jennifer Smiley, KPG Interdisciplinary Design
Nick Manzano, WSDOT-NC
Mike Cooney, City of Chelan

1) Call to Order / Introductions / Review Agenda

The meeting was called to order at 9:00 a.m. by CDTC Board Chair, JC Baldwin; quorum was met. Introductions from board members, staff, and guests were made around the room. Dave Bierschbach introduced WSDOT executive guests, Mr. Kevin Dayton, Mr. Marshall Elizer and Ms. Allison Camden.

2) Approval of Consent Agenda

- March 14, 2019 Draft Meeting Agenda
- February 7, 2019 Draft Meeting Minutes
- Monthly Financial Reports (*through January 2019*)
- February 2019 Payroll in the amount of: \$36,779.37
- Checks numbered 00324655 – 00324665 in the amount of \$8,667.39 for February 2019 invoices

Mark Spurgeon made a motion to approve the Consent Agenda, seconded by Randy Agnew. Jeff Wilkens requested an agenda modification to add an approval item after agenda Item 6 titled, "Transpo Group, Inc. Contract Supplement to Agreement No. CDTC 2017-1." The additional agenda item was accepted by the Board and placed on the agenda as Item 6.5. Motion carried.

3) Open Public Comment Period

Chelan County resident, Dan Sarles, distributed a four-page self-authored essay (on file) titled, "Transportation an Evolution In Approach."

4) WSDOT "State of Transportation" Presentation

Mr. Marshall Elizer WSDOT's Assistant Secretary for Multimodal Development and Delivery presented to the Board a "State of Transportation" presentation (on file).

5) Approve Update to Regional Bicycle Advisory Committee Member Roster

Nicole Campbell presented to the Board an updated Regional Bicycle Advisory Committee member roster. CDTC Staff requested the Board's confirmation of the revised roster, adding Jana Fishback as a member representing Sustainable Wenatchee.

Upon a motion by Frank Kuntz, seconded by Steve Lacy, the Board unanimously confirmed the revised RBAC membership roster with the addition of new member, Ms. Jana Fishback. Motion carried.

6) Overview of Lake Chelan Bikeways & Trails Plan

Nicole Campbell gave a brief overview of the new Lake Chelan Bikeways and Trails Plan that is currently underway (PowerPoint slides on file) along with a draft Work Plan. Mayor Mike Cooney requested that Ms. Campbell give the presentation at an upcoming City Council meeting.

6.5) Transpo Group, Inc. Contract Supplement to Agreement No. CDTC 2017-1

Mr. Wilkens stated to the Board that with David Fletcher's resignation, CDTC will need to rely more heavily upon Transpo Group should the new CDTC employee not have the aptitude for travel demand modeling. The request to supplement additional monies to the current Transpo Group agreement would allow the consultant to remain on-call through the duration of the long-range plan update, extending the existing contract from June 30, 2019 through December 31, 2020 with an additional \$40,000 contract budget.

Upon a motion by Richard DeRock, seconded by Frank Kuntz, the Board unanimously approved the contract supplement to agreement CDTC 2017-1 with Transpo Group, Inc. Motion carried.

7) Adopt Regional Safety Performance Targets

Jeff Wilkens informed the Board that under federal law MPOs must establish, track and report progress on achieving performance targets for a variety of transportation measures identified by USDOT (safety, infrastructure condition, traffic congestion, freight, environment and project delivery). The safety target is a group of targets that must be adopted and reported to the state annually (measures on file). Mr. Wilkens distributed the revised targets provided by WSDOT (also agreed to by the state's MPOs).

Upon a motion by Steve Lacy, seconded by Cheri Farivar, the Board unanimously adopted Washington's Highway Safety Improvement Plan targets for Chelan and Douglas counties in accordance with USDOT requirements for CDTC to conduct performance-based planning. Motion carried.

8) Preliminary FY 2020 Budget & Work Program Emphasis Areas

Jeff Wilkens gave the Board an overview of the Fiscal Year (FY) 2020 Unified Planning Work Program (UPWP) to be adopted by the CDTC Board in June 2019. He reviewed proposed emphasis areas for FY 2020 and received feedback from the Board that will be incorporated into an initial draft of the budget and work program. WSDOT, FHWA, and FTA will be in Wenatchee on May 7, 2019 to review the draft UPWP. Emphasis areas for FY 2020 are on file.

9) Legislative Update

- Mr. Wilkens gave the Board a status update on the "Forward Washington" transportation package and noted as of March 8, 2019, the trio of Bills had passed the Senate Transportation Committee and were in the process of transferring to the Ways and Means Committee.
- On March 18, 2019, Mr. Wilkens will be joining Chair JC Baldwin for a visit with the 12th District legislative team.

10) Director's Report

Jeff Wilkens updated the Board on the following:

- CDTC staff member, David Fletcher resigned; his last day was March 8, 2019.
- CDTC staff member, Chad Daggett updated the INFRA Grant application website.
- For the month of April 2019, the CDTC Executive Committee will meet in place of the CDTC Governing Board; the 2019 Executive Committee consists of: Chair JC Baldwin, Vice-Chair Kyle Steinburg, and 2018 Chair Cheri Farivar.

11) Member Roundtable

Each board member gave a brief update of their ongoing transportation projects.

12) New Business / Adjournment

Chair JC Baldwin reminded the Board that there will not be a meeting in April. The Board will reconvene on May 9, 2019; because the Confluence Tech Center is at full capacity on May 9, the Board will meet at the Port of Chelan County conference room (238 Olds Station Rd #A in Wenatchee).

With no other new business to conduct, Madam Chair adjourned the meeting at 10:54 a.m.

MINUTES APPROVED: May 9, 2019



JC BALDWIN
2019 Chair of the Board

ATTEST: 

JEFF WILKENS
Executive Director

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