

# Chelan-Douglas Transportation Council (CDTC)

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

## OCTOBER 10, 2019 MEETING MINUTES

### GOVERNING BOARD MEMBERS PRESENT:

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**Board Chair:** JC Baldwin, Port of Chelan County  
**Vice-Chair:** Kyle Steinburg, Douglas County  
Frank Kuntz, City of Wenatchee  
Mark Spurgeon, Port of Douglas County  
Richard DeRock, LINK Transit

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

### STAFF PRESENT:

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Jeff Wilkens, Executive Director  
Nicole Campbell, Transportation Planner

Chad Daggett, Clerk of the Board  
Riley Shewak, Transportation Planner

### GUESTS PRESENT:

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Christine Johnson, Aging & Adult Care  
Rob Jammerman, City of Wenatchee  
Eric Pierson, Chelan County  
Bob Bugert, Chelan County  
Chris Keifenheim, WSDOT-NC  
Paul Mahre, WSDOT-NC  
Jim Fletcher, City of Cashmere  
Monica Lough, Port of Chelan County

Aaron Simmons, Douglas County  
George Mazur, WSDOT-NC  
Mark Botello, City of Entiat  
Anne Carr, KPG Interdisciplinary Design  
Max Nelson, WSDOT-NC  
Lisa Parks, Port of Douglas County  
Tom Wachholder, City of East Wenatchee  
Jennifer Saugen, Perteet, Inc.

### 1) Call to Order / Introductions / Review Agenda

The meeting was called to order at 9:01 a.m. by CDTC Board Chair, JC Baldwin; quorum was met. Introductions from board members, staff, and guests were made around the room.

### 2) Approval of Consent Agenda

- October 10, 2019 Draft Meeting Agenda
- September 12, 2019 Draft Meeting Minutes
- Monthly Financial Reports *(through August 2019)*
- September 2019 Payroll in the amount of: \$36,766.67
- Checks numbered 00330845 – 00330857 in the amount of \$27,071.03 for Sept. 2019 invoices
- Title VI Annual Report *(Oct. 1, 2019 – Sept. 30, 2019 Reporting Period)*

Upon a motion by Cheryl Farivar, seconded by Mark Spurgeon, the Board unanimously approved the consent agenda as presented. Motion carried.

### **3) Open Public Comment Period**

No public comments were received or heard.

### **4) Resolution 2-2019: Adopting the 2020-23 Regional Transportation Improvement Program (RTIP)**

Jeff Wilkens presented and explained the 2020-2023 Regional Transportation Improvement Program along with a brief review of the state and federal requirements it fulfills.

Upon a motion by Frank Kuntz, seconded by Kevin Overbay, the Board unanimously approved and adopted Resolution 2-2019: Adopting the 2020-23 Regional Transportation Improvement Program. Motion carried.

### **5) Regional Transportation Plan Work Session**

Jeff Wilkens presented a 2020 Regional Transportation Plan (RTP) work session on three main topics including: Revenue Forecast, Needs and Revenue Gap, and Revenue Sources Assumed in the Plan. The purpose of the work session was to define the fiscal magnitude of funded vs. unfunded needs and to finalize a strategy based on deciding whether the Plan should assume additional sources of revenue.

Mr. Wilkens distributed three informational sheets pertaining to the RTP topics mentioned above (on file). The work session commenced; the Board had an extensive discussion. No action was taken.

### **6) Legislative Updates**

The Board continued a discussion from the September 12, 2019 meeting on the 2020 CDTC transportation legislative priorities. Jeff Wilkens recommended that in addition to maintaining focus on the Apple Capital Loop project, funding for the remaining improvements to North Wenatchee Avenue should be included. Mr. Wilkens said CDTC now has a better understanding of the cost for the remaining work not covered by the Connecting Washington funding because the Consultant study is nearly complete.

Mr. Wilkens distributed a draft CDTC informational sheet titled, "2020 Transportation Legislative Priorities" (on file). The Board reviewed the information and requested minor revisions in the main narrative including an additional bullet that says: "SR 285 North Wenatchee Avenue Improvements, Phase II." No action was taken.

### **7) Port of Chelan/Douglas Year-End Merge & CDTC Membership Status/Dues**

Jeff Wilkens recently met with Port of Chelan County Executive Director, Jim Kuntz regarding the Chelan and Douglas County Port merge effective January 1, 2020. Mr. Wilkens explained to the Board that beginning in January, under the functional Port consolidation, the new *Chelan-Douglas Regional Port District* would prefer to be represented by a single voting representative with one share of annual CDTC membership dues vs. the current two shares. Mr. Wilkens further explained that with that type of change to the CDTC Board, it would require concurrence of its Board in the form of a "CDTC Bylaws Amendment." He stated that as long as the Ports are merged through the functional consolidation vs. a legal merger, CDTC would not have to amend its Interlocal Agreement. In regard to annual CDTC membership dues less one board member, the effective cost on other members is just under \$2,000 per year. That effect would be delayed one full year because of special arrangements made by the Port of Chelan County to cover the existing CDTC membership dues commitment of both districts in 2020.

By consensus, the Board accepted and approved the proposed CDTC board membership change, along with the annual dues, effective January 1, 2020.

**8) Director's Report**

Jeff Wilkens met with Rep. Mike Steele on Oct. 2, 2019 regarding transportation funding priorities for the upcoming legislative session. Additionally, Mr. Wilkens gave a brief progress report on the US 2 Upper Wenatchee Valley Corridor Study.


**9) Member Roundtable**

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

**10) New Business / Adjournment**

With no new business to conduct and upon a motion by Cheryl Farivar, seconded by Kyle Steinburg, Madam Chair adjourned the meeting at 10:55 a.m.

**MINUTES APPROVED: November 14, 2019**

  
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**JC BALDWIN**  
*2019 Chair of the Board*

ATTEST:   
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**JEFF WILKENS**  
*Executive Director*

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