

Chelan-Douglas Transportation Council (CDTC)

Meeting convened remotely via Zoom

MEETING MINUTES | OCTOBER 8, 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
Randy Agnew, City of Rock Island

JC Baldwin, Regional Port Authority
Richard DeRock, Link Transit
Frank Kuntz, City of Wenatchee

STAFF PRESENT:

Jeff Wilkens, Executive Director

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

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 Zoom 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 comments were received.

1) Call to Order / Introductions / Review Agenda

The meeting was called to order via video conference at 9:01 a.m. by CDTC Vice-Chair, Randy Agnew. CDTC Chair Kyle Steinburg was also present via telephone; quorum was met.

2) Approval of Consent Agenda

- October 8, 2020 Draft Meeting Agenda
- September 10, 2020 Draft Meeting Minutes
- Monthly Financial Reports (*through August 2020*)
- September 2020 Payroll: \$30,737.69
- Checks numbered 00341014 – 00341026 in the amount of \$11,004.51 for September 2020 vouchers

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

3) Regional Transportation Improvement Program Amendment 2020-07

Jeff Wilkens explained that CDTC policy requires board approval to add new, federally funded projects to the RTIP. Mr. Wilkens presented the proposed amendment that adds one new project titled, "McKittrick Street Extension / BNSF Grade Separation." The project will construct remaining extension of McKittrick Street from the intersection of Columbia Street (East) to Miller Street.

Upon a motion by Jim Fletcher, seconded by JC Baldwin, the Board unanimously approved Amendment No. 7 to the 2020 Regional Transportation Improvement Program as submitted. Motion carried.

4) Resolution 5-2020: Adopting the 2021-24 Regional Transportation Improvement Program

Jeff Wilkens presented and explained the 2021-2024 Regional Transportation Improvement Program report 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 Resolution 5-2020: Adopting the 2021-24 Regional Transportation Improvement Program. Motion carried.

5) Update: Federal Transportation Performance Targets

Riley Shewak gave a PowerPoint presentation (on file) regarding the Federal Transportation Performance Targets. He noted a Resolution regarding the Performance Targets will be presented at the November meeting.

6) Federal Funds Project Ranking & Selection

Jeff Wilkens explained that the 2021 Call-For-Projects will be in February or March 2021. Upon consensus of the Board, a CDTC Board "subcommittee" will be formed to review the call-for-projects ranking/criteria process. Several Board members expressed interest in the subcommittee. Mr. Wilkens will have the Board Clerk reach out to the interested Board members to schedule a meeting.

7) Director's Report

Jeff Wilkens updated the Board on the following items:

- Jeff followed up with the Colville Confederated Tribes regarding CDTC board membership interest. Because of the September fire storm in the tribal area there hasn't been a reply to-date.
- The CDTC office move will take place on Oct. 27, 2020.
- Brief review of legislative budget.

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. Agnew adjourned the meeting at 9:59 a.m.

MINUTES APPROVED: November 12, 2020


KYLE STEINBURG | 2020 Board Chair

ATTEST: 
JEFF WILKENS | Executive Director