

Chelan-Douglas Transportation Council (CDTC)

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

MEETING MINUTES | NOVEMBER 13, 2025

GOVERNING BOARD MEMBERS PRESENT:

Jerrilea Crawford, City of East Wenatchee
Travis Hornby, City of Wenatchee *(for Mike Poirier)*
Kevin Overbay, Chelan County
Lloyd Smith, Town of Waterville

Richard DeRock, CDRPA
Erin McCardle, City of Chelan
Richard Palmer, Colville Tribes *(via Zoom)*
Marc Straub, Douglas County

EX-OFFICIO BOARD MEMBERS & STAFF PRESENT:

Renee Swearingen, City of Entiat
Carl Florea, City of Leavenworth
Chad Daggett, CDTC Board Clerk

Jim Fletcher, City of Cashmere
Jeff Wilkens, CDTC Executive Director
Rachael Stiver, CDTC Target Zero Manager

GUESTS PRESENT:

Christine Johnson, AACCW
Tom Wachholder, City of Wenatchee
Kyle Burtis, Psomas
Riley Shewak, WSDOT-NCR
Cai Yamamoto, RH2
Randy Agnew, Douglas County

Emma Honeycutt, City of Wenatchee
Eric Pierson, Chelan County
Ginny Fuerst, City of Entiat
Andrew Simpson, Ward Media
Erik Howe, RH2

1) Call to Order & Roll Call

The meeting was called to order at 9:02 a.m. by CDTC acting board chair, Kevin Overbay and roll call was given by the board clerk; a quorum was established. Both the board chair and vice-chair were absent due to scheduling conflicts thus CDTC executive committee member/past chair Kevin Overbay presided.

2) Open Public Comment Period

No comments were received or heard from the public.

3) Approval of Consent Agenda

- November 13, 2025 Proposed Meeting Agenda
- October 9, 2025 Draft Meeting Minutes
- Monthly Financial Reports *(through September 2025)*
- October 2025 Payroll/EFT Summary: \$36,745.71
- October 2025 Vouchers/Checks Processed: 00393688-00393700 totaling \$73,223.64

Upon a motion by Richard DeRock, seconded by Erin McCardle, the Board unanimously approved the consent agenda as presented. Motion carried.

4) CDTC Board Officer Election for 2026

Acting chair Kevin Overbay explained that the “officers” of CDTC are chair and vice-chair and the office of vice-chair automatically rotates to the office of chair the next year upon confirmation of the Board. The chair/vice-chair designations are a one-year term and ex-officio members cannot serve as officers.

By consensus, the Board unanimously confirmed vice-chair Nick Covey as 2026 chair of the board.

The acting chair then opened the floor for 2026 vice-chair nominations; Jerrilea Crawford nominated Mike Poirier, who was absent. No other nominations were presented by the Board.

Upon a motion by Jerrilea Crawford, seconded by Travis Hornby, the Board selected Mike Poirier as the 2026 vice-chair. Motion carried.

5) Approve Bylaws Amendment

During the October 8, 2025 board meeting, a second review of proposed updates to the CDTC Bylaws was completed. The suggested changes were primarily to address the changes from 9 to 10 voting members when the Colville Tribes joined; because of the change it required an adjustment to certain elements such as the number of members present to establish a quorum, a supermajority, etc.

The action of this item required a supermajority or seven affirmative votes. Upon a motion by Erin McCardle, seconded by Travis Hornby, the Board unanimously approved the CDTC Bylaws Amendment as submitted with a supermajority vote.

6) Pathways Master Plan Presentation

Jill Roszel with Alta Planning + Design, Inc. gave a presentation on the Chelan-Douglas Pathways Master Plan, which is approaching its final stages. The project is set to conclude with the last round of public engagement in November. The final draft of the Plan is expected to be ready by the January 8, 2026 board meeting.

7) Local Comprehensive Plan Updates

Jeff Wilkens included a Consistency Review Guide for Comprehensive Plan Transportation Elements in the board packet. The board entered discussion. Richard DeRock suggested adding a Human Services category as it is vital to the region and our mission is to coordinate access to transportation that strengthens communities and promotes self-sufficiency and general welfare of special needs populations.

8) Legislative Updates and Priorities Discussion for 2026

Jeff Wilkens gave a brief update regarding staff discussions to establish updated legislative funding priorities for 2026. A first draft of regional priorities was provided for review (on file). The board entered discussion; Erin McCardle asked to remove the “Imagine Downtown Chelan” project, with the Apple Blossom Trail remaining as the city’s top priority. The Technical Advisory Committee will continue to develop a final draft for the board to review, modify if desired, and approve at the January 2026 meeting.

9) Director’s Report

Jeff Wilkens reported on the following:

- Currently in discussion phase with current on-call consultant regarding CDTC Planner services; it may be 3-6 months before position is filled in-house.
- Call-For-Projects will be in February or March 2026
- The State Auditor’s Office single financial/federal audit is underway at CDTC with an entrance conference expected November 20, 2025
- No board meeting in December due to the holidays

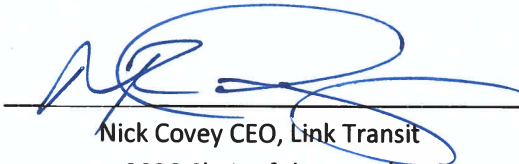
10) Board Member Closing Remarks / Roundtable

Board members gave brief closing remarks.

11) Adjournment

Acting Chair Kevin Overbay adjourned the meeting at 10:12 a.m.

MINUTES APPROVED: January 8, 2026



Nick Covey CEO, Link Transit
2026 Chair of the Board

ATTEST: 

Jeff Wilkens, Executive Director