

Chelan-Douglas Transportation Council (CDTC)

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

MEETING MINUTES | FEBRUARY 13, 2025

GOVERNING BOARD MEMBERS PRESENT:

Nick Covey, Link Transit
Richard DeRock, CDRPA
Erin McCardle, City of Chelan
Richard Palmer, Colville Tribes
Marc Straub, Douglas County

Jerrilea Crawford, City of East Wenatchee
Chris Keifenheim, WSDOT-NCR
Kevin Overbay, Chelan County
Mike Poirier, City of Wenatchee

EX-OFFICIO BOARD MEMBERS & STAFF PRESENT:

Jim Fletcher, City of Cashmere
Renee Swearingen, City of Entiat
Jeff Wilkens, CDTC Executive Director
Ryan McGrew, CDTC Planning Analyst

Loyd Smith, Town of Waterville
JC Baldwin, WSTC
Chad Daggett, CDTC Board Clerk
Riley Shewak, CDTC Transportation Planner

GUESTS PRESENT:

Reema Griffith, WSTC
Tom Wachholder, City of Wenatchee
Aaron Simmons, Douglas County
Garren Melton, City of East Wenatchee
Ed Archer, Link Transit
Erik Howe, RH2
Rich Cole, Chelan County Resident

Eric Pierson, Chelan County
Mark Botello, City of Entiat
Emma Honeycutt, City of Wenatchee
Ruby Gaston, Office of US Rep. Kim Schrier
Max Foster, Psomas
Dan Lewis, WSDOT-NCR
Mike Bjornstad, City of Bridgeport

1) Call to Order & Roll Call

The meeting was called to order at 9:05 a.m. by CDTC board chair Chris Keifenheim, and a roll call was given by the board clerk; a quorum was established.

2) Open Public Comment Period

No comments were received or heard from the public.

3) Approval of Consent Agenda

- February 13, 2025 Draft Meeting Agenda
- January 9, 2025 Draft Meeting Minutes
- Monthly Financial Reports (*through December 2024*)
- January 2025 Payroll/EFT Summary: \$47,415.29
- January 2025 Vouchers/Checks Processed: 00385946-00385957 totaling \$51,641.70

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

4) Presentation on Road User Charge Proposal

Jeff Wilkens introduced Washington State Transportation Commission executive director, Reema Griffith. Ms. Griffith delivered a 40-minute presentation to the Board via Zoom titled, “Washington State Road Usage Charge Assessment.”

5) 2025 Transportation Improvement Program Amendment

Jeff Wilkens explained the CDTC policy requirement for board approval to add, modify, or remove projects from the Transportation Improvement Program (TIP). CDTC’s Ryan McGrew outlined an amendment in a staff report (on file) modifying two projects in the 2025-28 TIP by decreasing the amount of funding programmed for WSDOT’s Asphalt/Chip Seal Preservation Program project and increasing the amount of funding programmed for CDTC’s FY 2025 planning activities.

Upon a motion by Richard DeRock, seconded by Nick Covey, the Board unanimously approved the Amendment to the 2025-28 Transportation Improvement Program as submitted. Motion carried.

6) Update and Discussion on 2025 Call-for-Projects for Federal Transportation Program Funding

Jeff Wilkens gave an overview of the status and amount of federal funding available to support a call-for-projects in 2025, explained potential changes to federal funding programs based on emerging federal priorities, and presented a contingency plan for backfilling existing projects previously selected by CDTC in the event federal funding availability changes due to shifting national transportation priorities. The board entered discussion; no action was taken. By consensus, the Board recognized the importance of supporting prior funding commitments on existing projects, and postponed a decision to initiate a call-for-projects for one to two months in order to understand and evaluate potential changes to the federal funding programs managed by CDTC.

7) Legislative Updates

Jeff Wilkens sent an introductory email to 12th/13th/7th legislative representatives on January 17, 2025.

8) Director’s Report

- Federal/Financial Audit with the State Auditor’s Office (SAO) was completed on January 31, 2025. CDTC was given a finding for not having an exhibit within its professional consultant agreement(s) regarding debarment and suspension. The audit report is slated to be published by the SAO on February 20, 2025.
- The CDTC Governance Agreement is slated for a member agency review; the last review was in 2015. Wilkens shall have the CDTC executive committee review in March/April and will have an updated Governance Agreement to all member agencies by May 2025. Wilkens requests that the updated Agreement be reviewed and signed by all member agencies by July 1, 2025.

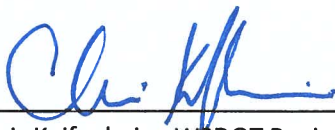
9) Board Member Closing Remarks / Roundtable

Board members gave brief closing remarks.

10) Adjournment

Chair Chris Keifenheim adjourned the meeting at 10:58 a.m.

MINUTES APPROVED: March 13, 2025



Chris Keifenheim, WSDOT Region Administrator
2025 Chair of the Board

ATTEST:


Jeff Wilkens, CDTC Executive Director