

Chelan-Douglas Transportation Council (CDTC)

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

MEETING MINUTES | SEPTEMBER 10, 2026

GOVERNING BOARD MEMBERS PRESENT:

Don Billen, Link Transit
Richard DeRock, CDRPA
Jim Fletcher, City of Cashmere (*for Erin McCardle*)
Richard Palmer, Colville Tribes (*Zoom*)
Cody Preugschat, Town of Waterville

Jerrilea Crawford, City of East Wenatchee (*Zoom*)
Chris Keifenheim, WSDOT-NCR
Kevin Overbay, Chelan County
Mike Poirier, City of Wenatchee
Marc Straub, Douglas County

EX-OFFICIO BOARD MEMBERS & STAFF PRESENT:

Jeff Wilkens, CDTC Executive Director
Rachael Stiver, CDTC Target Zero Manager
Carl Florea, City of Leavenworth

Chad Daggett, CDTC Board Clerk
Renee Swearingen, City of Cashmere

GUESTS PRESENT:

Emma Honeycutt, City of Wenatchee
Colton Ward, Psomas
Tracy Eisenhard, City of Entiat

Christine Johnson, AACCW
Justin Roozen, Douglas County

1) Call to Order

The Board convened at the Confluence Technology Center, located at 285 Technology Center Way in Wenatchee. The meeting was called to order at 9:02 a.m. by CDTC board chair, Mike Poirier. Chair Poirier excused CDTC board member Erin McCardle due to illness and welcomed her alternate, City of Cashmere Mayor Jim Fletcher to serve in her absence.

2) Open Public Comment Period

No comments were received or heard from the public.

3) Approval of Consent Agenda

- September 10, 2026 Proposed Meeting Agenda
- August 13, 2026 Draft Meeting Minutes
- Monthly Financial Reports (*through July 2026*)
- August 2026 Payroll/EFT Summary: \$38,520.65; Checks 00401026-00401035 totaling: \$16,968.01
- 2026 Title VI Annual Report
- 2026-27 CDTC Office Lease through Midtown Ventures, LLC

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

4) Approve the CDTC 2027-30 Coordinated Mobility Plan

CDTC staff presented to the Board Resolution 3-2026: Adopting the CDTC 2027-2030 Coordinated Mobility Plan, also known as the Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP) along with a copy of the draft Plan.

Upon a motion by Richard DeRock, seconded by Kevin Overbay, the Board unanimously approved Resolution 3-2026: Adopting the CDTC 2027-2030 Coordinated Mobility Plan, also known as the Coordinated Public Transit-Human Services Transportation Plan. Motion carried.

5) Approve CDTC Fiscal Year 2027 Cost Allocation Rate Plan

Jeff Wilkens reviewed the budget information with the board and described the indirect cost allocation schedule. Wilkens noted the new rate will go into effect Oct. 1, 2026. The Board had no questions or concerns.

Upon a motion by Marc Straub, seconded by Chris Keifenheim, the Board unanimously approved the CDTC Fiscal Year 2027 Cost Allocation Rate Plan as presented. Motion carried.

6) Transportation Improvement Program (TIP) Amendment

CDTC staff presented a TIP Amendment that removes the City of Rock Island's Douglas Street Improvements project. The associated federal funds will be reprogrammed to other projects selected by CDTC through the call-for-projects process.

The amendment also revises the City of East Wenatchee's Grant Elementary School Multimodal Improvements project. The amount of programmed funding remains unchanged; however, the construction year will be moved from 2028 to 2030.

Upon a motion by Kevin Overbay, seconded by Richard DeRock, the Board unanimously approved to amend the 2026-2029 Transportation Improvement Program to remove the Douglas Street project and modify the schedule for the Grant Elementary School Multimodal Improvements project, as presented. Motion carried.

7) Review Draft 2027 CDTC Transportation Improvement Program

Jeff Wilkens presented the 2027–2032 Transportation Improvement Program (TIP) Summary of Projects to the Board. The draft 2027–2032 TIP will be released for public comment on September 19, 2026, with the public comment period closing at 5:00 p.m. on September 28, 2026. The Board is expected to adopt the final TIP at the October 8, 2026 board meeting.

8) Director's Report

Jeff Wilkens updated the Board on the following items:

- Legislative updates.
- CDTC board meetings will return to the Confluence Technology Center, located at 285 Technology Center Way in Wenatchee, with the intent of making it the permanent meeting location.
- The Target Zero program will end on September 30, 2026 due to funding through the Washington Traffic Safety Commission.
- Thomas Nguyen, new CDTC Transportation Planner, starts October 1, 2026.

9) Adjournment

With no new business, Chair Poirier entertained a motion for adjournment at 9:35 a.m. Upon a motion by Kevin Overbay, seconded by Marc Straub, the Board was adjourned. Motion carried.

MINUTES APPROVED: October 8, 2026



Mike Poirier, City of Wenatchee Mayor
2026 Chair of the Board

ATTEST:



Jeff Wilkens, Executive Director