

Chelan-Douglas Transportation Council (CDTC)

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

MEETING MINUTES | MARCH 12, 2026

GOVERNING BOARD MEMBERS PRESENT:

Nick Covey, Link Transit
JC Baldwin, CDRPA (*for Richard DeRock*)
Jim Fletcher, City of Cashmere (*for Erin McCardle*)
Richard Palmer, Colville Tribes
Lloyd Smith, Town of Waterville

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

EX-OFFICIO BOARD MEMBERS & STAFF PRESENT:

Carmen Andonaegui, Rock Island (*for Niko Gabaldo*)
Chad Daggett, CDTC Board Clerk

Jeff Wilkens, CDTC Executive Director
Rachael Stiver, CDTC Target Zero Manager

GUESTS PRESENT:

Emma Honeycutt, City of Wenatchee
Tom Wacholder, City of Wenatchee
Christine Johnson, AACCW
Riley Shewak, WSDOT-NCR
Dan Lewis, WSDOT-NCR
Kyle Burtis, Psomas

Justin Roozen, Douglas County
Erik Howe, RH2
Garren Melton, City of East Wenatchee
René Commons, Manson Community Council
Aaron Simmons, Douglas County

1) Call to Order & Roll Call

The meeting was called to order at 9:00 a.m. by CDTC board chair, Nick Covey and 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

- March 12, 2026 Proposed Meeting Agenda
- February 12, 2026 Draft Meeting Minutes
- Monthly Financial Reports (*through January 2026*)
- February 2026 Payroll/EFT Summary: \$37,333.14; Vouchers/Checks 00396767-00396779 totaling: \$28,732.82

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

4) Approve 2026 Update to the CDTC Employee Handbook

Jeff Wilkens informed the Board that the CDTC Employee Handbook was last revised in 2022, and the proposed updates focused on modifications to the Washington State Family Medical Leave Act (FMLA) and adjustments to income thresholds for exempt position classifications. A staff report was presented, and a corrected version of the handbook, highlighting the proposed changes in redline format, was distributed. Wilkens noted that the changes had been reviewed by CDTC's legal counsel. The Board was given the chance to review the updates, leading to a discussion, in which no further changes were suggested.

Upon a motion by Marc Straub, seconded by Jerrilea Crawford, the Board unanimously approved the 2026 update to the CDTC Employee Handbook and all changes to employment policies contained within as presented. Motion carried.

5) Adopt Pathways Master Plan

Jeff Wilkens presented the draft Pathways Master Plan along with a detailed staff report (on file). Wilkens noted that in February 2026, CDTC staff initiated a final 20-day public comment period which ended March 12, 2026. Over 195 comments were received and reviewed.

Upon a motion by Kevin Overbay, seconded by Jim Fletcher, the Board unanimously adopted the Chelan-Douglas Regional Pathways Master Plan as presented. Motion carried.

6) 2026 First-Round Federal Funding Awards

Jeff Wilkens introduced two presenters, Aaron Simmons from Douglas County and Jake Youngren from the City of Chelan, who shared details about their respective agency projects. Additionally, the Board reviewed the City of Leavenworth's Autumn Strasse Connector Phase 2 project; however, no representatives from the City attended the meeting to provide an in-person presentation.

Upon a motion by Mike Poirier, seconded by Jerrilea Crawford, the Board approved an amendment to the Transportation Improvement Program to allocate \$200,000 of regional STBG funding for the Apple Blossom Trail Project in the City of Chelan, and \$2,000,000 of STBG funding for the US 2/97 Interchange and 35th Street NW Connection in Douglas County combined with the \$10 million federal discretionary grant the County secured. The motion passed with a vote of 9 to 10 with Marc Straub abstaining.

7) Legislative Updates

Jeff Wilkens gave a brief update on legislative updates.

8) Director's Report

There will be no April CDTC board meeting as the CDTC Executive Committee is meeting to review and discuss the CDTC Fiscal Year 2027 Budget and other executive items in preparation for the fiscal year-end.

9) Board Member Closing Remarks / Roundtable

10) Adjournment

Chair Nick Covey adjourned the meeting at 10:45 a.m.

MINUTES APPROVED: May 14, 2026



Nick Covey CEO, Link Transit
2026 Chair of the Board

ATTEST: 

Jeff Wilkens, Executive Director