

Chelan-Douglas Transportation Council (CDTC)

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

MEETING MINUTES | JULY 10, 2025

GOVERNING BOARD MEMBERS PRESENT:

Nick Covey, Link Transit
Chris Keifenheim, WSDOT-NCR
Kevin Overbay, Chelan County
Mike Poirier, City of Wenatchee
Marc Straub, Douglas County

Jerrilea Crawford, City of East Wenatchee
Erin McCardle, City of Chelan
Richard Palmer, Colville Tribes
Loyd Smith, Town of Waterville

EX-OFFICIO BOARD MEMBERS & STAFF PRESENT:

Carl Florea, City of Leavenworth
Jeff Wilkens, CDTC Executive Director
Riley Shewak, CDTC Transportation Planner

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

GUESTS PRESENT:

Christine Johnson, AACCW
Commissioner Randy Agnew, Douglas County
Emma Honeycutt, City of Wenatchee
Tom Wachholder, City of Wenatchee
Jeff Conwell, Manson Community Council
Gerry Ustanik, Manson Community Council
Mike Kirk, Manson Community Council

Commissioner Brad Hawkins, Chelan County
Aaron Simmons, Douglas County
Garren Melton, City of East Wenatchee
Charlotte Mitchell, City of Wenatchee
René Commons, Manson Community Council
Dom Amor, Manson Community Council
Andrew Simpson, Ward Media

1) Call to Order & Roll Call

The meeting was called to order at 9:02 a.m. by CDTC board chair Chris Keifenheim, 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

- July 10, 2025 Draft Meeting Agenda
- June 12, 2025 Draft Meeting Minutes
- Monthly Financial Reports (*through May 2025*)
- June 2025 Payroll/EFT Summary: \$38,526.96
- June 2025 Vouchers/Checks Processed: 00389798-00389810 totaling \$65,674.21

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

4) State Route 150/Wapato Lake Road Roundabout Proposal

The Manson Community Council presented a roundabout proposal to the Board for the intersection of State Route 150, Mill Road and Wapato Lake Road. Representing the Manson Community Council was Mike Kirk and Dom Amor. The Board asked questions and thanked the Council for their time and information; no action was taken.

5) Transportation Improvement Program (TIP) Amendment

Jeff Wilkens explained to the Board that, according to CDTC policy, any additions, removals, or modifications to projects in the TIP require Board approval, in line with the CDTC Regional TIP Policy. The proposed amendment involved the City of Wenatchee's Apple Capital Loop project, which would receive an additional \$3 million in state funding from the Freight Mobility Strategic Investment Board, as included in the 2025-2027 biennial state transportation budget. The Board expressed no questions or concerns regarding this amendment.

Upon a motion by Kevin Overbay, seconded by Jerrilea Crawford, the Board unanimously approved the July 2025 amendment to the Transportation Improvement Program as submitted. Motion carried.

6) Transportation Benefit District Sales Tax Presentation

City of Wenatchee's Tom Wachholder and Charlotte Mitchell presented to the Board funding options for the City's pavement preservation program. Currently, the City spends around \$1.5 million each year from a 0.1% TBD sales tax, but the actual need is about \$4.2 million to keep roads in good condition. To close this funding gap, the City considered three alternatives: a vehicle license fee, higher property taxes, or an increase in sales tax. They found that raising the sales tax would be the least burdensome for residents. A vote will be presented to taxpayers in August.

7) Authorize Notice of Public Comment Period for CDTC Regional Transportation Plan

Riley Shewak presented to the Board a final draft summary of CDTC's Regional Transportation Plan titled, "Transportation 2050" and explained that CDTC's Public Participation Plan specifies a 20-day public comment period for the Plan and requested a motion to move forward; the Board had no concerns.

Upon a motion by Jerrilea Crawford, seconded by Marc Straub, the Board unanimously approved the initiation of a 20-day public comment period for the "Transportation 2050" Regional Transportation Plan. Motion carried.

8) Director's Report

Jeff Wilkens updated the Board on the following topics:

- Pathways Interlocal Agreement Supplements: an update was given on the Pathways Master Plan scope, schedule and funding status, and explained that he has been in discussion with local agency funding partners about final scope additions to the consultant contract tied to their individual remaining contributions to the project. After providing examples of additional tasks, Wilkens made a request that the board pass a motion in advance to authorize a final amendment to the professional services agreement, which would be executed following consultation with the agency funding partners and the desired use of their funds. *Kevin Overbay made a motion, seconded by Erin McCardle to allow the CDTC Executive Director to preauthorize final amendment to professional services agreement, executed following consultation with agency funding partners and desired use of agency funds. Motion carried.*
- Columbia River Study, Phase II; researching grant funding
- Rachael Stiver has joined CDTC as its new full-time Target Zero Manager.

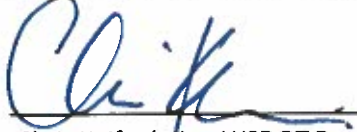
9) Board Member Closing Remarks / Roundtable

Board members gave brief closing remarks.

10) Adjournment

Chair Chris Keifenheim adjourned the meeting at 10:43 a.m.

MINUTES APPROVED: September 11, 2025



Chris Keifenheim, WSDOT Region Administrator
2025 Chair of the Board

ATTEST:


Jeff Wilkens, Executive Director