

Chelan-Douglas Transportation Council (CDTC)

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

MEETING MINUTES | JUNE 11, 2026

GOVERNING BOARD MEMBERS PRESENT:

Nick Covey, Link Transit
JC Baldwin, CDRPA (*For Richard DeRock*)
Erin McCardle, City of Chelan
Richard Palmer, Colville Tribes (*absent*)
Loyd Smith, Town of Waterville

Jerrilea Crawford, City of East Wenatchee
Chris Keifenheim, WSDOT-NCR
Kevin Overbay, Chelan County (*absent*)
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

Chad Daggett, CDTC Board Clerk

GUESTS PRESENT:

Eric Pierson, Chelan County
Christine Johnson, AACCW
Tom Wachholder, City of Wenatchee
Riley Shewak, WSDOT-NCR
Cody Preugschat, Town of Waterville

Emma Honeycutt, City of Wenatchee
Garren Melton, City of East Wenatchee
Don Billen, Link Transit
Kyle Burtis, Psomas

1) Call to Order & Roll Call

The meeting was called to order at 9:02 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

- June 11, 2026 Proposed Meeting Agenda
- May 14, 2026 Draft Meeting Minutes
- Monthly Financial Reports (*through April 2026*)
- May 2026 Payroll/EFT Summary: \$37,319.59; Checks 00399116-00399131 totaling: \$33,863.67

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

4) Resolution 1-2026 Adopting the CDTC Fiscal Year 2027 Budget

Jeff Wilkens summarized the draft Fiscal Year 2027 Budget; the Board had no questions or concerns.

Upon a motion by Marc Straub, seconded by Erin McCardle, the Board unanimously moved to approve Resolution 1-2026, Adopting the CDTC Fiscal Year 2027 Budget. Motion carried.

5) Resolution 2-2026 Adopting the CDTC Fiscal Year 2027 Work Program

Jeff Wilkens summarized the purpose of the Unified Planning Work Program (UPWP) and its connection to the annual budget. The Board had no questions or further discussion upon review.

Upon a motion by Jerrilea Crawford, seconded by Loyd Smith, the Board unanimously moved to approve Resolution 2-2026, Adopting the CDTC Fiscal Year 2027 Work Program. Motion carried.

6) Updates to the CDTC Compensation Plan and Employee Handbook

Jeff Wilkens presented proposed updates to the CDTC compensation plan and employee handbook, including revised transportation planner job classifications, updated salary ranges based on market comparisons with other Washington MPOs, and the addition of a longevity pay policy intended to support employee retention. The proposed longevity pay schedule provides additional compensation for employees reaching service milestones beginning at five years of continuous employment.

Upon a motion by Kevin Overbay, seconded by Marc Straub, the Board unanimously approved the updated Job Classification Specifications, revised Salary Ranges, and Longevity Pay Policy and Schedule as presented. Motion carried.

7) 2026 Call For Projects Scoring Results and Funding Award Distribution

With a total of \$7,311,725 in Surface Transportation Block Grant (STBG) and Transportation Alternatives (TA) funding for the board to award, Jeff Wilkens reviewed the project ranking based on the combining each board member's individual scores. Following discussion of the projects and scoring results, the Board reached consensus on the following award distribution amounts:

AGENCY	PROJECT	AWARD
1.) Chelan County	Chumstick Highway and North Road Roundabout	\$1,786,000
2.) City of Chelan	Apple Blossom Trail Project	\$96,000
3.) City of Bridgeport	Columbia Avenue Downtown Reconstruction	\$3,393,741
4.) City of East Wenatchee	Grant Elementary School Multimodal Improvements	\$2,683,028
5.) City of Leavenworth	Autumn Strasse Phase II	\$2,000,000
6.) City of Wenatchee	5 th Street and North Miller Intersection Improvement	\$1,659,307

These awards left approximately \$620,000 unallocated, subject to potential future action.

Upon a motion by Kevin Overbay, seconded by JC Baldwin, the Board unanimously approved the funding awards set forth with a special note of intent to engage with City of Leavenworth to determine if the remaining unallocated funds can be utilized to move their \$3.5 million Autumn Strasse Phase II project forward. Motion carried.

8) CDTC Board Officer Special Election

Chair Nick Covey retired from his CEO position at Link Transit on June 1, 2026, and called for the Board to accept his retirement from the CDTC Board and transfer Chairmanship to Vice Chair, Mike Poirier.

Upon a motion by Jerrilea Crawford, seconded by Kevin Overbay, the Board unanimously moved to appoint Mike Poirier as the CDTC Board Chair effective July 1, 2026 through December 2027. Motion carried.

Thereafter, Kevin Overbay nominated Marc Straub to fill the position of Vice Chair effective July 1, 2026 through December 2027; Marc Straub accepted the nomination. Mr. Chair asked if there were any more nominations; there were none.

Upon a motion by Kevin Overbay, seconded by Nick Covey, the Board unanimously moved to appoint Marc Straub as the new CDTC Vice Chair. Motion carried.

9) Director's Report

Jeff Wilkens updated the Board on the following items:

- Tentatively no July Board meeting due to lack of business; the Board will reconvene August 13, 2026 in a new meeting space: the Maintenance Building at WSDOT, 2830 Euclid Avenue, Bldg. B in Wenatchee.
- Recruitment will begin for a Transportation Planner in July 2026.
- Thank you to Nick Covey for his time as CDTC Board Chair.
- New Link CEO Don Billen and Douglas County Small Cities Representative, Waterville Councilmember Cody Preugschat will be at the table in August as new CDTC board members.

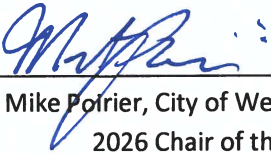
10) Board Member Closing Remarks / Roundtable

Commissioner Marc Straub congratulated Douglas County Engineer, Aaron Simmons, on being named 2026 County Engineer of the Year by the County Road Administration Board. Aaron was recognized at the Washington State Association of County Engineers Annual Conference on June 9, 2026 in Longview, Washington, for his outstanding leadership, engineering expertise, and dedication to serving Douglas County.

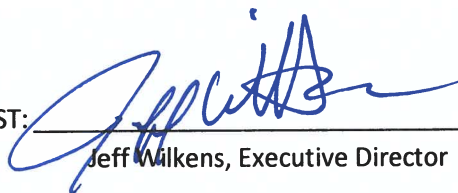
11) Adjournment

Chair Nick Covey thanked the Board for his time on the CDTC board, wished everyone well, and adjourned the meeting at 10:31 a.m.

MINUTES APPROVED: August 13, 2026



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

ATTEST: 
Jeff Wilkens, Executive Director