

Chelan-Douglas Transportation Council (CDTC)

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

MEETING MINUTES | SEPTEMBER 12, 2024

GOVERNING BOARD MEMBERS PRESENT:

Randy Agnew, City of Rock Island
Jerrilea Crawford, City of East Wenatchee
Chris Keifenheim, WSDOT-NCR
Richard Palmer, Colville Tribes
Kyle Steinburg, Douglas County

Nick Covey, Link Transit
James Fletcher, City of Cashmere
Kevin Overbay, Chelan County
Mike Poirier, City of Wenatchee

EX-OFFICIO BOARD MEMBERS & STAFF PRESENT:

Carl Florea, City of Leavenworth
Loyd Smith, Town of Waterville
Chad Daggett, CDTC Board Clerk
Riley Shewak, CDTC Transportation Planner

Erin McCardle, City of Chelan
Jeff Wilkens, CDTC Executive Director
Ryan McGrew, CDTC Planning Analyst

GUESTS PRESENT:

Eric Pierson, Chelan County
Christine Johnson, Aging & Adult Care
Russell Craven, Perteet
Emma Honeycutt, City of Wenatchee

Aaron Simmons, Douglas County
Ruby Gaston, Office of US Rep. Kim Schrier
Tom Wachholder, City of Wenatchee

The CDTC Governing Board convened in-person (with an option to participate virtually via Zoom) at the Confluence Technology Center, 285 Technology Center Way, Wenatchee, WA 98801. The public was invited to attend in-person via a news release and email distribution with an option to watch the meeting livestream.

1) Call to Order & Roll Call

The meeting was called to order at 9:02 a.m. by CDTC Board Chair James “Jim” Fletcher, 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

- September 12, 2024 Draft Meeting Agenda
- July 11, 2024 Draft Meeting Minutes
- Monthly Financial Reports *(through July 2024)*
- July 2024 Payroll/EFT Summary: \$46,336.89; August 2024 Payroll/EFT Summary: \$46,336.87
- July 2024 Vouchers/Checks Processed: 00380283-00380297 totaling \$141,825.93

- August 2024 Vouchers/Checks Processed: 00381367-00381377 totaling \$69,246.92
- Indirect Cost (IDC) Rate Report 2024-2025

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

4) Preliminary 2025-2028 Transportation Improvement Program (TIP)

Jeff Wilkens explained to the Board that the annual TIP is a 4-year process that authorizes the use of federal funds for local transportation improvement projects and services; the preliminary list of projects was distributed and is on file. The draft 2025-28 TIP will be open for public comment on the CDTC website beginning Sept. 15, 2024 and shall conclude on Sept. 24, 2024 at 5:00 p.m.

5) Target Zero Manager Proposal

Jeff Wilkens proposed to the Board a new full-time CDTC position called a Target Zero Manager (TZM) through the Washington Traffic Safety Commission (WTSC). TZMs lead local Target Zero task forces across jurisdictions and tribal reservations, comprising experts in engineering, enforcement, education, and EMS, along with community organizations focused on traffic safety. They coordinate local efforts by tracking data, trends, and issues, and develop traffic safety programs and public outreach in collaboration with local partners. TZMs operate statewide, funded by the WTSC.

The Board discussed the proposal and decided to invite a WTSC executive representative to the October 10, 2024 meeting for further discussion. No action was taken.

6) Regional Transportation Plan Update

Jeff Wilkens delivered a framework presentation to the Board for the purpose of evaluating the potential for a third Columbia River bridge. During his presentation, Wilkens articulated that his primary intention was to build awareness among the Board members by posing several key questions that could guide their discussions and decision-making processes. No action was taken.

7) Pathways Master Plan Update

Jeff Wilkens gave the Board an update on the Pathways public engagement efforts that are slated to continue through October 2024. Statistics are as follows:

▪ 6,600 project website views	▪ 1,085 completed surveys	▪ 1,530 web map comments
▪ 1,790 web map votes	▪ 8,750 video views (English)	▪ 11,100 video views (Spanish)

Wilkens stated the video produced for social media generated over 6,000 website visits and nearly 1,000 completed surveys. A targeted postcard mailing is slated for the end of September for the Malaga, Manson, Cashmere, Peshastin, Chelan, Dryden, Rock Island, and Monitor areas.

8) Legislative Updates

Jeff Wilkens said he had no news or signals about whether 2025 session includes a revenue effort, and stated by October 2024 there should be some clarity of a state-level request for Confluence Parkway funding to go along for a defined request for the Wenatchi Landing Interchange.

9) Director's Report

Jeff Wilkens updated the Board on the following items:

- CDTC is switching to single audit vs. triennial audit through the State Auditor's Office (SAO); this will require a budget amendment once the firm estimate is given to CDTC by the SAO

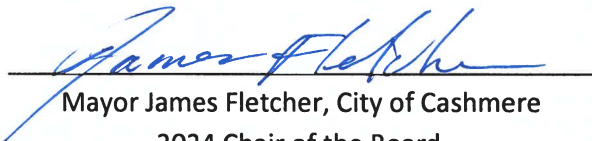
10) Board Member Closing Remarks / Roundtable

Board members gave brief closing remarks.

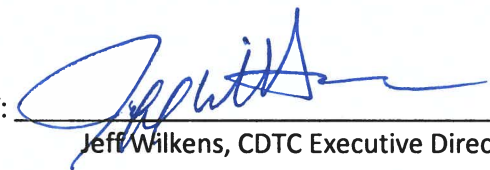
11) Adjournment

Chair James Fletcher adjourned the meeting at 10:36 a.m.

MINUTES APPROVED: October 10, 2024



Mayor James Fletcher, City of Cashmere
2024 Chair of the Board

ATTEST: 

Jeff Wilkens, CDTC Executive Director