

CITY COUNCIL AGENDA

1. CALL TO ORDER
2. OATH OF OFFICE
 - A. Tim Hollingsworth Oath of Office for Council Position No. 6 (City Clerk Gallucci)
 - B. Shane Collins Oath of Office for Council Position No. 7 (City Clerk Gallucci)
3. ROLL CALL
4. AGENDA CHANGES
5. SPECIAL PRESENTATIONS
 - A. Law Enforcement Appreciation Day Proclamation (Mayor McCardle)
6. MOTION CONSIDERATIONS
 - A. Chelan Fire Protection District No. 7 Interlocal Agreement for Fire Protection (HR/Communications Director Coltman)

Suggested Motion: I authorize the Mayor to finalize and execute the Chelan Fire Protection District No. 7 Interlocal Agreement for Fire Protection.
 - B. North Central Washington (NCW) Libraries Addendum No. 1 to the Memorandum of Understanding for Reimagining Spaces (HR/Communications Director Coltman)

Suggested Motion: I authorize the Mayor to finalize and execute the North Central Washington (NCW) Libraries Addendum No. 1 to the Memorandum of Understanding for Reimagining Spaces.
7. WORKSHOP DISCUSSION TOPICS
 - A. DRAFT 2026 Council Committee Liaison Assignments (City Clerk Gallucci)
 - B. Public Works Capital Projects Update (Public Works Director Youngren)
 - C. Facilities Assessment (HR/Communications Director Coltman)
 - D. Clean Vessel Act Grant Application (Interim Parks and Recreation Director Cooper)
 - E. Golf Cars Etc. Cart Lease Agreement (Interim Parks and Recreation Director Cooper)
8. CITY ADMINISTRATOR AND DEPARTMENT REPORTS

9. MAYOR AND COUNCIL COMMENTS

10. ADJOURNMENT

Final Comments / Motion to Adjourn Suggested Motion: I move to adjourn the meeting.

Our Vision

Chelan is a rural lakeside community surrounded by pristine natural beauty where generations of visitors and residents enjoy an exceptional quality of life.

Our Guiding Principles & Outcomes

Visionary & Strategic - A city that is forward-thinking, collaborative, and fiscally responsible.

Thriving & Connected - A vibrant, well-planned city where residents have a sense of home.

Healthy & Sustainable - A flourishing city that supports an active community.

Accessible & Welcoming - A safe city where everyone can find community.

The next meeting will be a City Council Regular Meeting on January 13, 2026, beginning at 5:15 p.m. in Council Chambers, 135 E. Johnson Avenue, Chelan, Washington.

A City Council meeting packet is available for review on the City's Website: City of Chelan under Government - City Council - Agendas & Minutes. The City provides special accommodations, such as hearing devices and wheelchair access for City Council meetings. Anyone needing special assistance, please contact the City Clerk's office at 509-682-8019 at least three business days prior to the meeting.

LAW ENFORCEMENT APPRECIATION DAY

JANUARY 9, 2026

WHEREAS, law enforcement officers play a vital role in maintaining public safety, protecting life and property, and preserving the rights and freedoms of all residents and visitors of the City of Chelan; and

WHEREAS, the City of Chelan is a contract city for law enforcement services with the Chelan County Sheriff's Office, whose deputies provide professional, responsive, and community-focused policing services to the City; and

WHEREAS, the Chelan County Sheriff's Office provides strong local leadership and works collaboratively with City leadership and partner agencies to meet the public safety needs of the Chelan community; and

WHEREAS, the Chelan County Sheriff's Office Marine Patrol plays a critical role in ensuring safety on Lake Chelan, protecting recreational users, supporting emergency response, and preserving one of the City's most valued natural resources; and

WHEREAS, the School Resource Officer assigned to the Chelan community helps foster safe learning environments, build positive relationships with students and staff, and serve as a trusted resource for youth and families; and

WHEREAS, Law Enforcement Appreciation Day provides an opportunity for the community to formally express gratitude and support for those who serve with professionalism, integrity, and dedication;

NOW, THEREFORE, I, Erin McCardle, Mayor of the City of Chelan, do hereby proclaim January 9, 2026, as Law Enforcement Appreciation Day in the City of Chelan.

BE IT FURTHER PROCLAIMED that the City of Chelan expresses its sincere appreciation to the Chelan County Sheriff's Office, its leadership and deputies for their commitment to the safety, well-being, and quality of life of the Chelan community.

Dated this 6th day of January, 2026.



Erin McCardle, Mayor



City of Chelan

2022-014A

CITY COUNCIL

January 6, 2026

Subject/Title: Chelan Fire Protection District No. 7 Interlocal Agreement for Fire Protection (HR/Communications Director Coltman)

Suggested Motion: I authorize the Mayor to finalize and execute the Chelan Fire Protection District No. 7 Interlocal Agreement for Fire Protection.

Department: Administration

Staff Contact: Chad Coltman

Guiding Principles: Visionary & Strategic

Initiatives: Strengthen Strategic Partnership

Reviewed By: Interim City Administrator

GOVERNING LEGISLATION

RCW 35A.11.010 Rights, powers, and privileges. "Each city governed under this optional municipal code...and, by and through its legislative body, such municipality may contract and be contracted with..."

PREVIOUS ACTION TAKEN

On March 8, 2025 Council approved the 2022 - 2025 Interlocal Agreement for fire protection.

OVERVIEW

The proposed Interlocal Agreement formalizes fire protection services provided by Chelan Fire Protection District No. 7 to City of Chelan–owned properties, as required by state law. The agreement outlines the scope of services, roles, and responsibilities of both parties, including fire suppression, fire and life safety visits, tactical response planning, investigations, and joint training. The City retains fire code enforcement and hydrant maintenance responsibilities. The agreement term runs from January 1, 2026 through December 31, 2029, with provisions for renewal or termination. No monetary

compensation is exchanged under this agreement at this time. Council action is requested to approve the agreement and authorize execution.

FINANCIAL IMPLICATIONS

None.

ATTACHMENTS

1. Chelan Fire Protection District No. 7 - Interlocal Agreement

SUGGESTED MOTION

Suggested Motion: I authorize the Mayor to finalize and execute the Chelan Fire Protection District No. 7 Interlocal Agreement for Fire Protection.

INTERLOCAL AGREEMENT FOR FIRE PROTECTION SERVICES TO CITY PROPERTIES

THIS INTERLOCAL AGREEMENT (Agreement) is made by and between the City of Chelan, a municipal corporation of the State of Washington, hereinafter referred to as the "City", and Chelan Fire Protection District No. 7, a municipal corporation of the State of Washington, hereinafter referred to as the "Agency." The City and Agency also may be collectively referred to herein as the "Parties" and individually as "Party."

WHEREAS, this Agreement is entered into by the City and the Agency pursuant to RCW 52.30.020 and Chapter 39.34, RCW; and

WHEREAS, the Agency provides fire protection services to City personnel and City-owned land, buildings and equipment within the boundaries of the Agency; and

WHEREAS, the Parties have negotiated this Agreement in good faith.

NOW THEREFORE, in consideration of the mutual promises set forth herein, the Parties agree as follows:

1. Purpose and Scope of Agreement

This Agreement is intended to comply with the requirement of RCW 52.30.020 that the Parties contract for fire protection services and is limited to the fire protection services ("Services") provided to City-owned land, buildings and equipment ("City Properties"), except those leased to a nontax exempt person or organization. This Agreement establishes the methodology by which the Services will be provided to City Properties, and additionally sets forth the respective obligations of the Parties in effectuating optimal Services.

2. Duration of Agreement

This Agreement shall commence on January 1, 2026 and shall remain in effect until December 31, 2029. This Agreement may be renewed on an annual basis by either Party to the Agreement giving three months' written notice.

3. Termination

- 3.1 Either Party may terminate this Agreement upon six months' written notice to the other Party.
- 3.2 Either Party may terminate this Agreement upon a material breach of the Agreement. A "Material Breach" shall be defined as either (1) the Agency's

failure to provide services at the level specified in Section 4; (2) the City's failure to fulfill its obligations under Section 5; or 3) any other failure of a Party to perform an obligation required by this Agreement. Either Party may terminate this Agreement in the event of a Material Breach of this Agreement by the other Party; provided, however, that the non-breaching Party shall provide the breaching Party with written notice which sets forth the alleged Material Breach(es) and states a reasonable time to cure the breach (not to exceed sixty (60) days), the "Cure period." In the event that the breaching Party fails to cure such Material Breaches during the Cure Period, then this Agreement shall automatically terminate without further action.

4. Services Provided by the Agency

- 4.1 During the term of this Agreement, the Agency agrees to provide the Services to City Properties necessary for the protection and safety of personnel and property as required by RCW 52.30.020. The Services will be provided to the City Properties identified in Exhibit A to this Agreement. Exhibit A shall be automatically amended to add or delete properties consistent with the scope of properties set forth in RCW 52.30.020 at the time properties are acquired or disposed of by the City. Services shall be provided on the same basis as services are available to other property within the boundaries of the Agency.
- 4.2 The Agency will develop and implement a courtesy Fire & Life Safety program in which members of the Agency will visit all City occupancies on a regular basis. This will be completed in conjunction with the Chelan Fire & Rescue Tactical Response Plan program.
- 4.3 The Agency will develop and maintain Tactical Response Plans for all City Properties to ensure safe and effective fire suppression.
- 4.4 Pursuant to RCW 52.12.031 (8), the Agency will be responsible for all fire cause-and-origin investigations within City limits and the Urban Growth Area of Chelan County. For complex investigations not merely relating to the cause and origin of fires, the Agency may engage the Chelan County Fire Marshal or the Washington State Fire Marshal to assist in such investigations. The City shall incur all costs of services provided by the Chelan County or Washington State Fire Marshal.
- 4.5 Agency personnel will participate with the City in annual confined space training to ensure safe and effective confined space rescue operations.

5. City Obligations

- 5.1 The City will maintain Fire Official responsibilities to include plan review and code enforcement.

- 5.2 The City will inspect, maintain, and flow-test all City-owned hydrants to ensure safe and effective water flow for fire suppression needs.
- 5.3 The City will permit Agency personnel to participate in City-provided confined space training, to ensure safe and effective confined space rescue operations.

6. Cost of Services

The Parties agree that no monetary compensation shall be exchanged between the Parties for performance of their respective obligations under this Agreement, until such time as the Parties mutually agree in writing to a reasonable compensation formula for the provision of services.

7. Mutual Obligations

The Parties will work toward a central or mutually agreed-upon database for hydrant information. The City will retain access to the Agency hydrant database.

- 7.1 The City and Chelan Fire District No. 7 will be responsible for Fire & Life Safety Inspections of occupancies.

8. Organization

The Parties recognize and agree that the Parties hereto are independent governments. Except for the specific terms herein, nothing herein shall be construed to limit the discretion of the governing bodies of each Party. Nothing herein shall be construed as creating an association, joint venture, or partnership between the Parties, nor to impose any partnership obligations or liabilities on either Party. Neither Party shall have any right, power, or authority to enter into any agreement or undertaking for or on behalf of, to act as or be an agent or representative of, or to otherwise bind the other Party.

The Agency shall have the sole discretion and the obligation to determine the exact method by which the Services described in Section 4 above are provided to the City Properties, provided such services are provided on the same basis as services are available to other property within the Agency.

No new or separate legal or administrative agency is created by this Agreement.

This Agreement shall be administered by the Fire Chief of the Agency and the Administrator of the City.

9. Indemnification

- 9.1 The Agency shall defend, indemnify, and hold the City and its officers, officials, employees, and agents free and harmless from any and all

demands, costs, claims, judgments, orders, or decrees for personal injuries, death or damage to property arising out of or in any way resulting from any act or omission of the Agency, or its officers, officials, employees, volunteers, or agents in the performance of this Agreement; provided, however, that if such claims are caused by or result from the concurrent negligence of the City, its officers, officials, employees, volunteers, or agent, this indemnity provision shall be valid and enforceable only to the extent of the negligence of the Agency; and provided further that nothing herein shall require the Agency to hold harmless or defend the City from any claims arising from the sole negligence of the City, its officers, officials, employees, volunteers, and agents. No liability shall attach to the City by reason of entering into this Agreement except as expressly provided herein.

9.2 The City shall defend, indemnify, and hold the Agency and its officers, officials, employees, and agents free and harmless from any and all demands, costs, claims, judgments, orders, or decrees for personal injuries, death, or damage to property arising out of or in any way resulting from any act or omission of the City, or its officers, officials, employees, volunteers, or agents in the performance of this Agreement; provided, however, that if such claims are caused by or result from the concurrent negligence of the Agency, its officers, officials, employees, volunteers, or agent, this indemnity provision shall be valid and enforceable only to the extent of the negligence of the City; and provided further that nothing herein shall require the City to hold harmless or defend the Agency from any claims arising from the sole negligence of the Agency, its officers, officials, employees, volunteers, and agents. No liability shall attach to the Agency by reason of entering into this Agreement except as expressly provided herein.

9.3 Solely for purposes of enforcing the indemnification obligations of a Party under this Section 7, each Party expressly waives, by mutual negotiation, its immunity under Title 51 of the Revised Code of Washington, the Industrial Insurance Act, and agrees that the obligation to indemnify, defend, and hold harmless provided for in this Section 7 extends to any such claim brought against the indemnified Party by or on behalf of any employee of the indemnifying Party. The foregoing waiver shall not in any way preclude the Indemnifying Party from raising such immunity as a defense against any claim brought against the indemnifying Party by any of its employees.

10. Insurance

The Agency shall obtain and maintain at all times hereunder (i) a commercial general liability insurance policy with a minimum policy limit of General Liability - \$1,000,000 combined single limit per occurrence and for those policies with aggregate limits, a \$2,000,000 aggregate limit; (ii) a minimum umbrella coverage of \$6,000,000 each occurrence and \$10,000,000 annual aggregate; (iii) errors and omissions coverage including employment practices liability \$1,000,000 per occurrence and \$2,000,000 annual aggregate; (iv) Automobile Liability-

\$1,000,000 combined single limit per accident for bodily injury and property damage; and (v) Workers' Compensation - statutory requirements of the state of residence and employer's liability or stop gap coverage of \$1,000,000 per occurrence, each placed with a reputable and financially strong insurance carrier with an A-rating or better. The policy(ies) shall provide that such policy(ies) shall not be terminated or reduced without thirty (30) days prior notice to the City. Upon request by the City, the Agency will provide a certificate of insurance to the City evidencing the aforementioned coverage.

11. No Third Party Liability and Public Duty Doctrine

This Agreement shall not be construed to provide any benefits to or create a cause of action for or on behalf of any third parties. Specifically, and without limiting the foregoing, this Agreement shall not create or be construed as creating an exception to the Public Duty Doctrine.

12. Nondiscrimination

12.1 Employment. The Parties agree not to discriminate against any employee or applicant for employment because of sex, age, race, color, creed, national origin, sexual orientation, marital status, or the presence of any sensory, mental, or physical handicap, unless based upon a bona fide occupational qualification. This requirement shall apply without limitation to all aspects of employment (including lay-offs or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship) and advertisement.

12.2 Services and Activities. No person shall be denied or subjected to discrimination in receipt of the benefit of any services or activities made possible by or resulting from this Agreement on the grounds of sex, race, color, creed, national origin, sexual orientation, age (except minimum age and retirement provisions), marital status, or the presence of any sensory, mental, or physical handicap. Any violation of this provision shall be considered a violation of a material provision of this Agreement and shall be grounds for termination or suspension in whole or in part of this Agreement by the City and may result in ineligibility for future City agreements.

12.3 Other Non-Discrimination Laws. The Parties shall also comply with all applicable anti-discrimination laws or requirements of any and all applicable jurisdictions.

13. Compliance with Laws and Regulations

The Parties shall comply with all applicable rules and regulations pertaining to them in connection with the matters covered herein.

14. Notices

Any notice required to be given by either Party to the other pursuant to any provision of this Agreement or any law, present or future, shall be in writing and shall be deemed to have been duly given or sent if either delivered personally, sent by nationally recognized overnight delivery service or sent via United States Mail addressed to the following:

To Agency: Chelan Fire Protection District No. 7
Fire Chief
232 E. Wapato Ave, Chelan WA 98816

To City: City of Chelan
City Administrator
Po. Box 1669, Chelan WA 98816

With a Copy to: Chelan County Prosecutor's Office

or, to such other person or address as is hereafter designated in writing by either Party to the other. Each Party may change its notice address set forth in this section by giving notice of a new address to the other Party in accordance with this section.

Notices may also be given by facsimile transmission (provided the fax machine has printed a confirmation of receipt). All notices that are mailed shall be deemed received three (3) business days after mailing. All other notices shall be deemed complete upon actual receipt or refusal to accept delivery.

15. Dispute Resolution

The parties shall use reasonable efforts to mediate any dispute arising under this Agreement. In the event of such a dispute, each party shall designate, in writing, not more than three (3) candidates it proposes to act as a non-binding mediator within ten (10) days following notification of a dispute. If the Parties cannot agree on one of the mediators from the combined list within five (5) days, then the Parties shall promptly meet and select a mediator by blind draw. Upon selection of the mediator, the Parties shall within forty-five (45) days or as soon thereafter as possible, meet and engage in a mediation of the dispute with the assistance of the mediator. The cost for the mediation services shall be borne equally between the Parties, each party paying one-half of the cost. The mediator shall determine reasonable procedures. Testimony and briefing, if any, provided to the mediator shall be inadmissible in any subsequent court proceedings. If mediation fails to resolve the dispute, the Parties may thereafter seek redress in a court of competent jurisdiction. Nothing in this section shall be construed to prohibit either Party from exercising its right to terminate this Agreement as otherwise provided in this Agreement or be construed as a pre-condition to the exercise of such right to terminate.

16. Assignment

The Parties shall not assign this Agreement or any interest, obligation, or duty herein without the express written consent of the other Party.

17. Approval

This Agreement is expressly conditioned upon and subject to the written approval of the authorized representatives of the City and by ordinance of the City Council and by resolution of the Agency's legislative bodies and shall not be binding unless and until so approved. This Agreement may be altered, amended, or waived only by a written amendment executed, in the same manner, by both Parties.

18. General Provisions

- 18.1 All of the terms, covenants, and conditions in this Agreement shall extend to and bind any approved legal successors and assigns of the Parties hereto.
- 18.2 The signatories hereto that they have been delegated sufficient authority to execute this Agreement.
- 18.3 This Agreement shall be deemed to be made and construed in accordance with the laws of the State of Washington. Jurisdiction and venue for any action arising out of this Agreement shall rest in Chelan County, Washington.
- 18.4 The headings and recitals in this Agreement are for convenience only and do not in any way limit or amplify the provisions of this Agreement.
- 18.5 If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be held to be invalid or unenforceable by a final decision of any court having jurisdiction on the matter, the remainder of this Agreement or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected thereby and shall continue in full force and effect unless such court determines that such invalidity or unenforceability materially interferes with or defeats the purposes hereof, at which time the City shall have the right to terminate the Agreement for cause.
- 18.6 This Agreement constitutes the entire agreement between the Parties for the purpose set forth in paragraph 1. There are no terms, obligations, covenants, or conditions other than those contained herein. No modifications or amendments of this Agreement shall be valid or

effective unless evidenced by an agreement in writing signed by both Parties.

- 18.7 The City shall ensure that copy of this Agreement is filed with the Chelan County Recorder's Office.
- 18.8 This Agreement may be executed in counterparts, each of which when so executed and delivered shall be an original, but such counterparts shall constitute but one and the same instrument.
- 18.9 The failure of either Party to insist upon strict performance of this Agreement shall not impact that Party's right to insist upon strict performance at a later time.

19. Equal Opportunity to Draft

Each party has had opportunity to consult with counsel in connection with the negotiation, execution and delivery of this Agreement. Each of the provisions of this Agreement has been reviewed and negotiated and represents the combined work product of both parties hereto. No presumption or other rules of construction which would render the provisions of this Agreement in favor of or against the party preparing the same will apply in connection with the construction or interpretation of any of the provisions of this Agreement.

IN WITNESS WHEREOF, the Agency and the City have executed this Agreement as of the latter date of signature below.

CHELAN COUNTY FIRE PROTECTION DISTRICT NO. 7, dba Chelan Fire and Rescue

City of Chelan

By: _____
Erin McCardle, Mayor
Date: _____

Chelan County Fire Protection District No. 7

By: _____
Brandon Asher, Fire Chief
Date: _____

Chelan County Assessor

Property Search Sales Search

Property Search Results > 1 - 25 of 49 for Year 2025 - 2026

New Search

Click the "Details" or "Map" link to view more information about the property or click the checkbox next to each property and click "View Selected on Map" to view the properties on a single map.

☒ Property Address ☐ Legal Description

Property ID	Geographic ID	Type	Tax Area	Property Address	Owner Name	Appraised Value	
46534	272318420150	Real	202 - CHELAN TIF CH 129 CD4 H2 F7	50 SR 150 CHELAN, WA 98816	CITY OF CHELAN	\$0	 View Details
42218	272211420125	Real	201 - CH 129 CD4 H2 F7	GOLF COURSE RD CHELAN, WA 98816	CITY OF CHELAN	\$0	 View Details
44764	272213525413	Real	201 - CH 129 CD4 H2 F7	323 W MANSON RD CHELAN, WA 98816	CITY OF CHELAN	\$0	 View Details
44706	272213512776	Real	201 - CH 129 CD4 H2 F7	UNASSIGNED CHELAN, WA 98816	CITY OF CHELAN	\$0	 View Details
46524	272318240600	Real	201 - CH 129 CD4 H2 F7	409 S WASHINGTON ST CHELAN, WA 98816	CITY OF CHELAN	\$0	 View Details
42885	272212590633	Real	201 - CH 129 CD4 H2 F7	UNASSIGNED CHELAN, WA 98816	CITY OF CHELAN	\$0	 View Details
40644	272203420000	Real	34 - 129 F7 CD4 H2	125 STRAND LN CHELAN, WA 98816	CITY OF CHELAN	\$0	 View Details
62374	272210130325	Real	201 - CH 129 CD4 H2 F7	UNASSIGNED CHELAN, WA 98816	CITY OF CHELAN	\$0	 View Details
42867	272212590579	Real	201 - CH 129 CD4 H2 F7	UNASSIGNED CHELAN, WA 98816	CITY OF CHELAN	\$0	 View Details
44723	272213512830	Real	201 - CH 129 CD4 H2 F7	UNASSIGNED CHELAN, WA 98816	CITY OF CHELAN	\$0	 View Details
45546	272215421200	Real	201 - CH 129 CD4 H2 F7	UNASSIGNED CHELAN, WA 98816	CITY OF CHELAN	\$0	 View Details
44524	272213512482	Real	201 - CH 129 CD4 H2 F7	UNASSIGNED CHELAN, WA 98816	CITY OF CHELAN	\$0	 View Details

67158	272318440155	Real	34 - 129 F7 CD4 H2	UNASSIGNED CHELAN, WA 98816	CITY OF CHELAN	\$0  View Details
44416	272213512274	Real	201 - CH 129 CD4 H2 F7	132 E CHELAN AVE CHELAN, WA 98816	CITY OF CHELAN	\$0  View Details
44704	272213512772	Real	201 - CH 129 CD4 H2 F7	129 E JOHNSON AVE CHELAN, WA 98816	CITY OF CHELAN	\$0  View Details
44415	272213512272	Real	201 - CH 129 CD4 H2 F7	144 E CHELAN AVE CHELAN, WA 98816	CITY OF CHELAN	\$0  View Details
44430	272213512296	Real	201 - CH 129 CD4 H2 F7	216 N EMERSON ST CHELAN, WA 98816	CITY OF CHELAN	\$0  View Details
46473	272317220075	Real	202 - CHELAN TIF CH 129 CD4 H2 F7	UNASSIGNED CHELAN, WA 98816	CITY OF CHELAN	\$0  View Details
46474	272317220100	Real	202 - CHELAN TIF CH 129 CD4 H2 F7	23233 US HWY 97A CHELAN, WA 98816	CITY OF CHELAN	\$0  View Details
42719	272212330500	Real	201 - CH 129 CD4 H2 F7	409 W MANSON RD CHELAN, WA 98816	CITY OF CHELAN	\$0  View Details
44170	272213240650	Real	201 - CH 129 CD4 H2 F7	302 S 3RD ST CHELAN, WA 98816	CITY OF CHELAN	\$0  View Details
45033	272213850076	Real	201 - CH 129 CD4 H2 F7	UNASSIGNED CHELAN, WA 98816	CITY OF CHELAN	\$0  View Details
42708	272212310050	Real	201 - CH 129 CD4 H2 F7	701 W GOLF COURSE DR CHELAN, WA 98816	CITY OF CHELAN	\$0  View Details
45017	272213848073	Real	201 - CH 129 CD4 H2 F7	UNASSIGNED CHELAN, WA 98816	CITY OF CHELAN	\$0  View Details
45195	272213916002	Real	201 - CH 129 CD4 H2 F7	UNASSIGNED CHELAN, WA 98816	CITY OF CHELAN	\$0  View Details



City of Chelan

2014-048C

CITY COUNCIL

January 6, 2026

Subject/Title: North Central Washington (NCW) Libraries Addendum No. 1 to the Memorandum of Understanding for Reimagining Spaces (HR/Communications Director Coltman)

Suggested Motion: I authorize the Mayor to finalize and execute the North Central Washington (NCW) Libraries Addendum No. 1 to the Memorandum of Understanding for Reimagining Spaces.

Department: Administration

Staff Contact: Chad Coltman

Guiding Principles: Accessible & Welcoming

Initiatives: Modernize Resource

Reviewed By: Interim City Administrator

GOVERNING LEGISLATION

RCW 35A.11.010 Rights, powers, and privileges. "Each city governed under this optional municipal code...and, by and through its legislative body, such municipality may contract and be contracted with..."

PREVIOUS ACTION TAKEN

On February 13, 2024 Council approved the Memorandum of Understanding for Reimagining Spaces.

OVERVIEW

This Addendum modifies the existing Memorandum of Understanding (MOU) between North Central Washington NCW Libraries and the City regarding the Library Improvement Project (Reimagining Spaces). It specifically addresses the need for professional architectural and engineering services to manage building deficiencies. The Addendum expands the project scope to include architectural and engineering services for evaluating and designing repairs for structural and waterproofing issues at the library. These issues

were previously excluded from the original MOU's interior improvement scope.

- **Contracting Authority:** NCW Libraries will contract directly with Forte Architects for these specialized services.
- **Payment:** NCW Libraries is responsible for the direct payment of invoices to Forte Architects.
- **Reimbursement:** The City will reimburse NCW Libraries for all mutually approved costs related to these building deficiencies.
- **Documentation:** Reimbursement requires proof of payment and appropriate documentation.
- **Work Product Ownership:** All plans, drawings, and reports produced by the architect are to be used exclusively for the Chelan Public Library. Ownership remains consistent with the architectural contract and does not change the City's ownership of the building.
- **Legal Standing:** This Addendum takes precedence over the original MOU in the event of any conflict. All other terms of the original February 2024 MOU remain in effect.

FINANCIAL IMPLICATIONS

The financial implications will be determined when we have a scope of work from Forte. To be determined in the coming weeks.

ATTACHMENTS

1. North Central Washington (NCW) Libraries Addendum No. 1 to the Memorandum of Understanding for Reimagining Spaces

SUGGESTED MOTION

Suggested Motion: I authorize the Mayor to finalize and execute the North Central Washington (NCW) Libraries Addendum No. 1 to the Memorandum of Understanding for Reimagining Spaces.

Memorandum of Understanding

Addendum No. 1

This Addendum ("Addendum") is entered into by and between **NCW Libraries** and the **City of Chelan** (collectively, the "Parties") and amends the *Memorandum of Understanding for Library Improvement Project*, executed February 2024 (the "MOU"), regarding the Chelan Public Library located at 216 N. Emerson, Chelan, Washington, which is owned by the City of Chelan.

1. Purpose

This Addendum is intended to supplement and clarify the MOU, including but not limited to Sections II.C (Funding Sources), II.D (Scope of Project Improvements & Services), II.F (Agreement to Collaborate), and II.K (Observed Deficiencies), with respect to architectural and engineering services required to evaluate and design repairs for structural and waterproofing issues at the Chelan Public Library (the "Project").

2. Engagement of Architect

Notwithstanding the exclusions set forth in Section II.D of the MOU regarding structural improvements, NCW Libraries shall contract directly with **Forte Architects** to provide architectural and engineering services necessary to evaluate, design, and support repairs related to structural and waterproofing issues at the Chelan Public Library, which issues are acknowledged to be outside the original interior improvement scope of the MOU.

3. Payment and Reimbursement

Consistent with Section II.C of the MOU, NCW Libraries shall pay invoices submitted by Forte Architects in accordance with the terms of NCW Libraries' contract with Forte Architects.

The City of Chelan shall reimburse NCW Libraries for the mutually approved costs incurred for such architectural and engineering services, as these services relate to City-owned building deficiencies. Reimbursement shall be made upon receipt of appropriate documentation, including invoices and proof of payment, and shall not be construed as expanding NCW Libraries' responsibility for structural or waterproofing repairs beyond the coordination and payment mechanisms described herein.

The agreement between NCW Libraries and Forte Architects is attached to this Addendum No. 1 as Exhibit A.

4. Ownership and Use of Work Product

All plans, drawings, reports, and other work products produced by Forte Architects for the Project shall be used solely for purposes related to the Chelan Public Library. Ownership and permitted use of such work product shall be consistent with the terms of the contract between NCW Libraries and Forte Architects and applicable law and shall not be construed to transfer ownership of the facility from the City of Chelan.

5. No Other Amendments

Except as expressly modified by this Addendum, all terms and conditions of the MOU remain in full force and effect. In the event of a conflict between this Addendum and the MOU, the terms of this Addendum shall control.

6. Effective Date

This Addendum shall become effective upon execution by both Parties.

IN WITNESS WHEREOF, the Parties have executed this Addendum as of the dates set forth below.

NCW LIBRARIES

By: _____

Name: _____

Title: _____

Date: _____

CITY OF CHELAN

By: _____

Name: _____

Title: _____

Date: _____

2026 MAYOR & CITY COUNCIL LIAISON ASSIGNMENTS AND MEETING SCHEDULE

Committee Name	Assigned Councilmember	Committee Contact Information	Meeting Time & Location	Report Needed Y/N
City Council	Mayor & Council	Peri Gallucci (509) 682-8019 pgallucci@cityofchelan.us	2nd & 4th Tuesday, 5:15 p.m. Chelan City Hall, Council Chambers	No
City Council Workshop	Mayor & Council	Peri Gallucci (509) 682-8019 pgallucci@cityofchelan.us	1st Tuesday, 5:15 p.m. Chelan City Hall, Council Chambers	No
Cascadia Conservation District	VACANT	Ryan Williams (509) 306-3407 ryanw@cascadiacd.org	3rd Friday, 1:30 p.m. (Zoom Available) 1350 McKittrick St. Suite B, Wenatchee	Yes
Chelan County Commissioners	Mayor & City Administrator	Anabel Torres (509) 667-6220 Anabel.torres@co.Chelan.wa.us	Monday & Tuesday, 9:00 a.m. - 2:00 p.m. Chelan County Administration Building 400 Douglas St. Suite 201, Wenatchee	No
Chelan County Fire District 7	Jon Higgins	Russ Jones (509) 860-3616 rjones@cfr7.org	3rd Wednesday, 3:00 p.m. (Zoom Available) Chelan Fire and Rescue Station #71 232 E. Wapato Ave. Chelan	Yes
Chelan County Sheriff's Office Meeting	Mark Ericks (Jan-April) Jon Higgins (May - Aug) Terry Sanders (Sept - Dec)	Rob Huddelston rob.huddelston@co.chelan.wa.us	Dates & Times TBD	Yes
Chelan Valley Housing Trust	Jon Higgins	Scott Meyers (509) 860-9108 scott@chelanvalleyhousing.org	3rd Monday, 6:00 p.m. 123 E. Johnson Ave, Suite 1, Chelan	Yes
Chelan Douglas Regional Port Authority Board	VACANT	Brooke Lammert (509) 884-4700 brooke@cdrpa.org	2nd & 4th Tuesday, 9:00 a.m. Confluence Technology Center, 285 Technology Center Way, Wenatchee	Yes
Chelan Douglas Transportation Council	Mayor	Chad Daggett (509) 663-9059 chad@chelan-douglas.org	2nd Thursday, 9:00 a.m. - 11:00 a.m. Confluence Technology Center 285 Technology Way, Wenatchee	Yes
Historic Downtown Chelan Association	Mark Ericks (Jan, Mar, May, July, Sept, Nov) Brad Chitty (Feb, Apr, June, Aug, Oct, Dec)	Aimee Sheridan (509) 682-4322 aimee@histroicchelan.org	3rd Wednesday, 9:00 a.m. 10:00 a.m. Chamber of Commerce, 216 E. Woodin Ave.	Yes
Lake Chelan Chamber of Commerce Board	Mark Ericks (Feb, Apr, June, Aug, Oct, Dec) Terry Sanders (Jan, Mar, May, July, Sept, Nov)	Jill Babcock (509) 682-3503 jill@lakechelan.com	3rd Tuesday, 5:00 p.m. Lake Chelan Chamber of Commerce 216 E Woodin Ave, Chelan	Yes

2025 MAYOR & CITY COUNCIL LIAISON ASSIGNMENTS AND MEETING SCHEDULE

Committee Name	Assigned Councilmember	Committee Contact Information	Meeting Time & Location	Report Needed Y/N
Lake Chelan School District	Jon Higgins	Brad Wilson (509) 682-3515 wilsonb@chelanschools.org	4th Monday, 6:00 p.m. School District Building, 309 E. Johnson Ave, Chelan	Yes
Lake Chelan Water Shed Planning Unit	Tim Hollingsworth	Lisa Dowling (509) 667-6682 lisa.dowling@co.chelan.wa.us	Quarterly 2nd Wednesday, 1:00 - 3:30 p.m. (Meeting Dates: 3/13/24, 6/12/24, 9/11/24, 12/11/24) Chelan Fire Hall - District 7 Fire Station, 232 E. Wapato Ave, Chelan	Yes
Legislative Committee	Mark Ericks	Erin McCardle (509) 682-1071 mayor@cityofchelan.us	Date & Time TBD Chelan City Hall, 135 E. Johnson Ave	Yes
LEOFF Retirement Board #1	Mark Ericks	Rosa Barragan (509) 667-6804 Rosalinda.Barragan@co.chelan.wa.us	Last Monday, 12:00 p.m. Noon, County Commissioner's Office, Wenatchee	No
Link Transit Board Meetings	Mayor	Selina Banko (509) 664-7608 boardclerk@linktransit.com	3rd Tuesday, 3:00 p.m. Columbia Station, 3rd floor Conference Room, 300 South Columbia St, Wenatchee	Yes
Manson Community Council	VACANT	communitycouncilmanson@gmail.com	3rd Tuesday, 6:00 p.m. Manson Park & Recreation 142 Pedoi St, Manson WA 98831	Yes
Our Valley Our Future - Chelan Douglas Housing Solutions Group	Tim Hollingsworth	Steve Maher (509) 630-2090 info@ourvalleyourfuture.org	2nd Tuesday, 8:30 a.m. - 9:30 a.m. On Zoom	Yes
Parks and Recreation Advisory Board	Primary: Terry Sanders Brad Chitty	Audrey Cooper (509) 682-8039 acooper@cityofchelan.us	3rd Thursday, 5:15 p.m. Parks and Recreation Admin Building 619 W. Manson Hwy, Chelan	Yes
Planning Commission	Brad Chitty (Nov - March) VACANT (Apr - Oct)	John Ajax (509) 682-8005 jajax@cityofchelan.us	3rd Wednesday, 5:15 p.m. Chelan City Hall, Council Chambers	Yes
Regional Public Facilities District	Tim Hollingsworth	Cindy Herdt (509) 888-8090 cherdt@towntoyotacenter.com	4th Thursday, 12:00 p.m. Noon, Town Toyota Center Crunch Pak Meeting Room 1300 Walla Walla Ave, Wenatchee	Yes
Solid Waste Council	VACANT	Kris Perry (509) 667-6415 kristoffer.perry@co.chelan.wa.us	Quarterly 1st Monday 4:00 p.m. (Zoom Available) Chelan County Public Works Building 316 Washington St. Ste. 402, Wenatchee	Yes
Tri-Commission Meeting	Mayor	Rebekah Neumann (509) 661-4212 Rebekah.Neumann@chelanpud.org	Date TBD Tuesday 1:00 p.m. - 3:00 p.m. Confluence Technology Center, 285 Technology Center Way, Wenatchee	Yes

MAYOR & COUNCILMEMBER CONTRACT INFORMATION

Name	Email Address
Mayor McCardle	mayor@cityofchelan.us

Councilmember Sanders	tsanders@cityofchelan.us
Councilmember Benegas	abenegas@cityofchelan.us
Councilmember Chitty	bchitty@cityofchelan.us
Councilmember Higgins	jhiggins@cityofchelan.us
Councilmember Ericks	mericks@cityofchelan.us
Councilmember Hollingsworth	thollingsworth@cityofchelan.us
Councilmember Collins	scollins@cityofchelan.us