

March 18, 2026
5:15 PM

CITY OF CHELAN
LAKE CHELAN SEWER DISTRICT AGENDA

Public Works
Administration Building
Stormy Mountain
Conference Room

1. CALL TO ORDER
2. OATH OF OFFICE
 - A. Administer Oath of Office (Development Project Manager Tupling)
3. ROLL CALL
4. AGENDA CHANGES
5. CITIZEN COMMENTS
Items not on the agenda. Time limited per the Chairman.
6. MINUTES
 - A. Approve the February 18, 2026, meeting minutes.
7. CONSENT AGENDA
All items under the Consent Agenda are approved with one motion.
 - A. Approve March 18, 2026, Accounts Payable Checks and EFT's & Payroll Checks and EFT' s (Chairman Babcock)
8. SPECIAL PRESENTATIONS
 - A. None
9. PUBLIC HEARINGS
 - A. None
10. CITY STAFF REPORTS
 - A. Finance Report Update (Finance Director Evans)
11. MOTION CONSIDERATIONS
 - A. None
12. CHAIRMAN AND COMMISSIONER COMMENTS
13. EXECUTIVE SESSION
 - A. None
14. ADJOURNMENT



City of Chelan

LAKE CHELAN SEWER
DISTRICT

March 18, 2026

Subject/Title: Approve the February 18, 2026, meeting minutes.
Department: Lake Chelan Sewer District
Staff Contact:
Guiding Principles:
Initiatives:
Reviewed By:
Number of Looks:

GOVERNING LEGISLATION

PREVIOUS ACTION TAKEN

OVERVIEW

FINANCIAL IMPLICATIONS

ATTACHMENTS

1. LCSD Minutes

SUGGESTED MOTION



CITY OF CHELAN
Lake Chelan Sewer District Meeting
February 18, 2026

COMMISSIONER AND ADMINISTRATIVE PERSONNEL PRESENT

Chairman:

Mark Babcock

City Staff Present:

Finance Director Heidi Evans

Development Project Manager Thomas Tupling

Public Works Administrative Assistant Espy Lopez

Commissioner:

Position No. 1 Mike Collins

Position No. 2 Kevin Brown

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 5:15pm

2. AGENDA CHANGES

None.

3. CITIZEN COMMENTS

Items not on the agenda. Time limited per the Chairman.

None.

4. MINUTES

MOTION:	I move to approve the minutes.
MOVER:	Chairman Mark Babcock
SECONDER:	Commissioner Kevin Brown
AYES:	Chairman Mark Babcock, Commissioner Kevin Brown, Commissioner Mike Collins
NAYS:	None
RESULT:	Passed

- A. Approve the January 21, 2026, Minutes of Regular Lake Chelan Sewer District Meeting (Administrative Assistant Hawkins)

5. CONSENT AGENDA

All items under the Consent Agenda are approved with one motion.

Approval of the amended January 21, 2026, minutes.

- A. Approve February 18, 2026, *Accounts Payable Checks and EFT's & Payroll Checks (Chairman Babcock)*

February 18th, 2026, Accounts Payable Check No. 212394-212397 totaling \$6,971.78 & Payroll Check No.103188-103190 & EFT's totaling \$414.

6. SPECIAL PRESENTATIONS

None.

7. PUBLIC HEARINGS

None.

8. MOTION CONSIDERATIONS

- A. Lift Station 5 Repayment Agreement (Finance Director Evans)

MOTION:	I make a motion to adopt the Lift Station 5 Repayment Agreement between The District and The City of Chelan.
MOVER:	Chairman Mark Babcock
SECONDER:	Commissioner Kevin Brown
AYES:	Chairman Mark Babcock, Commissioner Kevin Brown, Commissioner Mike Collins
NAYS:	None
RESULT:	Passed

9. ADMINISTRATIVE REPORTS

- A. Financial Report Update (Finance Director Evans)

Director Evans gave an update on the sewer district's financials, stating that the district was doing well.

- B. Notice to Customers (Development Manager Tupling)

Development Manager Tupling notified the commissioners of an outgoing letter to customers, notifying them of the sewer line standards.

10. INFORMATIONAL ITEMS

These items are for informational purposes only and are generally not discussed.

None.

11. CITY STAFF REPORTS

None.

12. CHAIRMAN AND COMMISSIONER COMMENTS

Commissioner Kevin Brown asked Finance Director Evans if \$60,000 could be transferred from designated sewer funds into the City’s LGIP account to earn interest. Director Evans stated that this may be possible but noted she would need some time to complete the transfer process.

MOTION:	I make a motion to allow the Finance Director Evans to allocate \$60,000 into The City of Chelan's LGIP account.
MOVER:	Commissioner Kevin Brown
SECONDER:	Commissioner Mike Collins
AYES:	Chairman Mark Babcock, Commissioner Kevin Brown, Commissioner Mike Collins
NAYS:	None
RESULT:	Passed

13. EXECUTIVE SESSION

14. ADJOURNMENT

MOTION:	I move to Adjourn
MOVER:	Chairman Mark Babcock
SECONDER:	Commissioner Kevin Brown
AYES:	Chairman Mark Babcock, Commissioner Kevin Brown, Commissioner Mike Collins
NAYS:	None

RESULT:	Passed
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**The meeting was adjourned
at 5:37P.M.**

**Date
Approved:**

**Espy Lopez
Administrative Assistant**

**Mark Babcock
Chair**



City of Chelan

LAKE CHELAN SEWER
DISTRICT

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None

SUGGESTED MOTION



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None

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City of Chelan

LAKE CHELAN SEWER
DISTRICT

March 18, 2026

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Number of Looks:

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