

PROPOSED AGENDA
CHELAN COUNTY COMMISSIONERS
MEETING OF JUNE 16&17, 2025

MONDAY, JUNE 16, 2025

9:00 A.M. Opening: Pledge of Allegiance

Public Comment Period

Consent Agenda

1. Approval of Minutes
2. Vouchers as submitted and Listed
3. Payroll Changes:
 - a. Tyler Crooms, Juvenile – Termination
 - b. Elijah Hinkle, Juvenile – New Hire
 - c. William Tuengel, Sheriff – Longevity
 - d. Dan McCue, Sheriff – Longevity
 - e. Dustin Silverthorn, Sheriff – Step Increase
 - f. Alysha Stroschein, Sheriff – Step Increase
 - g. Michael Valencia, Community Development – New Hire
 - h. Sean Williams, Community Development – Step Increase
 - i. Craig Wisemore, Public Works – Promotion
 - j. Ed Grant, Public Works – Ending Stipend
 - k. Derek Corder, Information Technology – Step Increase

Board Discussion

10:00 A.M. County Administrator Cathy Mulhall

Discussion

1. Executive Session – Union Negotiations

2. Administrative Update

Action

1. Parent 4 Parent Contract with Akin
2. Law Enforcement Contract - Live Nation
3. Amendment #1 to Bid4Assets Agreement

10:30 A.M Economic Services Director Ron Criddlebaugh

Discussion

1. Department Update

Action

1. Notice of Public Hearing – Surplus Property
2. Amendment to WDVA Contract 305E-16-027
3. Amendment #4 Olds Station Campus
4. Homeless Housing Task Force funding recommendation
5. LTAC Funding Memo

11:00 A.M. Natural Resources Director Mike Kaputa

Discussion

1. Special Guest: US Forest Service Okanogan-Wenatchee National Forest: Forest Updates
2. Departmental Update
3. Executive Session Re: Potential Litigation

Action

1. Contract Change No. 7 with Aspect Consulting for Mission Ridge EIS
2. Amendment 3 to Agreement with BERK Consulting for Chelan County Voluntary Stewardship Program
3. Invitation to Bid for Chelan County Planting Project

NOTE: Agenda subject to change. Times listed are estimates only. The Commission reserves the right to move agenda items as needed and during the meeting. Chelan County Commissioners' Minutes are available at www.co.chelan.wa.us on the Board of Commissioners web page.

4. Contract Change with Geosyntec Consultants for Eagle Creek Culvert Replacement
5. Contract Change with Geosyntec Consultants for Camas Meadows Culvert Replacement
6. Consulting Agreement with Natural Systems Design for Big Meadow Alluvial Water Storage Design

NOTE: Agenda subject to change. Times listed are estimates only. The Commission reserves the right to move agenda items as needed and during the meeting. Chelan County Commissioners' Minutes are available at www.co.chelan.wa.us on the Board of Commissioners web page.

TUESDAY, JUNE 17, 2025

9:00 A.M. Behavioral Health Unit Ana Gonzalez

Discussion

1. Department update

9:30 A.M. Public Works Director Eric Pierson

Discussion

1. Malaga Water District Franchise Renewal-Revised Map within Three Lakes
2. Event Permit – Lake Chelan Rotary Club Cycle Chelan 2025
3. Event Permit – Manson Hydrofest
4. Open Item

Action

1. Approve Supplement No. 1 to Agreement No. 2025-01 with KPFF for Chiwawa River Bridge Replacement Project, County Road Project 750 (CRP 750)
2. Approve Local Agency Agreement Supplement for Countywide Barrier Terminals – 2025 Project, County Road Project 751 (CRP 751)
3. Approve Local Agency Project Prospectus for Countywide Barrier Terminals – 2025 Project, County Road Project 751 (CRP 751)

10:00 A.M. Flood Control Zone District Administrator Eric Pierson

10:15 A.M. Community Development Director Deanna Walter

Public Hearing

*Continued for Deliberation: Amendment to Title 3,
as it pertains to Chapter 3.24, Community Development Fees*

NOTE: Agenda subject to change. Times listed are estimates only. The Commission reserves the right to move agenda items as needed and during the meeting. Chelan County Commissioners' Minutes are available at www.co.chelan.wa.us on the Board of Commissioners web page.

Discussion

1. Land Capacity Analysis with Planner Susan Dretke

Action

2. Resolution for Amendments to Title 3, Chapter 3.24

11:00 A.M. Executive Session Re: Pending Litigation Chelan County PA Robert Sealby

11:30 A.M. City of Leavenworth Mayor Carl Florea

NOTE: Agenda subject to change. Times listed are estimates only. The Commission reserves the right to move agenda items as needed and during the meeting. Chelan County Commissioners' Minutes are available at www.co.chelan.wa.us on the Board of Commissioners web page.

Upcoming External Commissioners' Meetings & Conferences

June 16, 2025

2:00 P.M. Chelan-Douglas Health District BOH | Commissioners Smith & Hawkins

12:00 P.M. WSAC Virtual Assembly | Commissioner Overbay

June 17, 2025

3:00 P.M. Link Transit Board of Directors Meeting | Commissioner Smith & Overbay

June 18, 2025

9:00 A.M. RiverCom Administrative Board Meeting | Commissioners Smith & Hawkins

2:00 P.M. Regional Diversion Facility Workshop | Commissioner Overbay

6:00 P.M. Assessors Community Meeting | Commissioner Smith

NOTE: Agenda subject to change. Times listed are estimates only. The Commission reserves the right to move agenda items as needed and during the meeting. Chelan County Commissioners' Minutes are available at www.co.chelan.wa.us on the Board of Commissioners web page.

June 16, 2025
9:00 A.M.
Consent Agenda

- 1) Approval of Minutes
- 2) Vouchers as submitted and listed
- 3) Payroll Changes:
 - a) Tyler Crooms, Juvenile – Termination
 - b) Elijah Hinkle, Juvenile – New Hire
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 - e) Dustin Silverthorn, Sheriff – Step Increase
 - f) Alysha Strosheim, Sheriff – Step Increase
 - g) Michael Valencia, Community Development – New Hire
 - h) Sean Williams, Community Development – Step Increase
 - i) Craig Wisemore, Public Works – Promotion
 - j) Ed Grant, Public Works – Ending Stipend
 - k) Derek Corder, Information Technology – Step Increase

CHELAN COUNTY COMMISSIONERS
MINUTES OF JUNE 9&10, 2025

MONDAY, JUNE 9, 2025

9:04:14 A.M. Opening: Pledge of Allegiance

Chairman Smith calls the meeting to order. Present for session are Commissioner Overbay, Commissioner Hawkins, County Administrator Cathy Mulhall, Budget Director Nicole Thompson, Clerk of the Board Anabel Torres, and Deputy Clerk of the Board Ana Arroyo.
Commissioner Hawkins is excused from session

9:04:38 A.M. Public Comment Period - No public comment provided

9:05:28 A.M. Consent Agenda

Upon motion and second by Commissioner Overbay and Smith, the Commission unanimously approves the consent agenda as follows:

1. Approval of Minutes
2. Vouchers as submitted and Listed
3. Payroll Changes:
 - a) Cynthia Kestner, Prosecuting Attorney – Retirement
 - b) Jennifer Imperato, Prosecuting Attorney – Retirement
 - c) Samantha Thompson, Clerk – Step Increase
 - d) Shelly Gerber, Clerk – Step Increase
 - e) Nicole Morrison, Clerk – Step Increase
 - f) Elizabeth Sleeman, Clerk – Step Increase
 - g) Lori Blanchard, Clerk – Step Increase
 - h) Scott Bailey, Natural Resources – Step Increase
 - i) Christina Barrineau, Natural Resources – Step Increase
 - j) Hannah Pygott, Natural Resources – Step Increase
 - k) Aaron Seabright, Sheriff – Longevity
 - l) Rhonda Webster, Juvenile – Retirement
 - m) Shayla Adams, Treasurer – Step Increase

9:05:48 A.M. Board Discussion

9:22:39 A.M. Recess

9:44:42 A.M. Back in Session

9:45:10 A.M. County Administrator Cathy Mulhall

Discussion

1. Auditor Skip Moore Re: Position Request
2. Law Enforcement Agreement – Live Nation Pulled Items
3. Administrative Update

9:57:57 A.M. Action

Upon motion and second by Commissioner Overbay and Smith, the Commission unanimously approves the action items as follows:

1. Interlocal Agreement – Upper Valley Park and Recreation Area 20250612A6-1
2. Notice of Hearing – Supplemental Budget Appropriation 20250612H-1
3. Avidex Service Agreement Renewal 20250612A6-2
4. Request to Re-establish & Fund a Chief Deputy Auditor Position 20250612A6-3
5. Resolution #2025-44 RE: Annexation of Property into Fire District #6
6. Resolution #2025-45 RE: Annexation of Property into Fire District #3

9:58:43 A.M. Continued Departmental Discussion

10:11:05 A.M. Recess

10:16:15 A.M. Back in Session

10:16:29 A.M. Economic Services Director Ron Cridlebaugh

**10:16:41 A.M. Public Hearing Re: Amending Chelan County Code Section
7.52 – Fire Hazard Areas**

Chairman Smith opened the public hearing. Members of the public participated both in chambers and via Zoom.

10:22:09 A.M. Chairman Opens Public Comment

10:24:00 A.M. Closed Public Comment

10:24:13 A.M. Closed public Hearing

10:25:24 A.M. Action

Upon motion and second by Commissioner Overbay and Smith, the Commission unanimously approves the action items as follows:

1. Resolution #2025-46 Re: Fire Danger Rating

10:26:03 A.M. Action

Upon motion and second by Commissioner Overbay and Smith, the Commission unanimously approves the action items as follows:

1. Resolution #2025-47 Re: Amending Chelan County Fire code 7.52 - Fire Hazard Areas

10:26:25 A.M. Discussion

1. Departmental Update

10:29:11 A.M. Action

Upon motion and second by Commissioner Overbay and Smith, the Commission unanimously approves the action items as follows:

- | | |
|--|--------------|
| 1. Notice of Public Hearing – CDBG | 20250612H-2 |
| 2. Memo: Funding for a Feasibility Study | 20250612A6-4 |
| 3. Amendment to the State CLIHP Grant | 20250612A6-5 |

10:32:09 A.M. Recess

11:00:03 A.M. Back in Session

11:00:14 A.M. Natural Resources Director Mike Kaputa

Discussion

1. Executive Session: Real Estate
2. Other

11:06:15 A.M. Action

Upon motion and second by Commissioner Overbay and Smith, the Commission unanimously approves the action items as follows:

1. Execute Agreement and Issue Notice to Proceed with Morgan & Sons
Earthmoving for McCrate Culvert Replacement Project 20250612A6-6
2. Interagency Agreement with WA Department of Ecology for Lake Chelan Toxics
Characterization 20250612A6-7
3. Execute Agreement and Issue Notice to Proceed to Summitt Forests, Inc., for
Upper Wenatchee FRB Stellar Jay Hand Thinning Project 20250612A6-8

11:54:14 A.M. Recess

11:30:07 A.M. Back in Session

11:30:14 A.M. Jail Director Chris Sharp

Discussion

1. Departmental Update

11:54:14 A.M. Recess until Tuesday

TUESDAY, JUNE 10, 2025

8:00 A.M. Elected & Appointed Officials Meeting

Discussion

1. Monthly Financial Report
2. Round Table

9:30:01 A.M. Back in Session - *Commissioner Smith Excused from Session*

9:30:10 A.M. Public Works Director Eric Pierson

Discussion

1. Event Permit – Leavenworth Bike Fest
2. Event Permit – Tour de AlpenFlusse
3. Event Permit – Washington State Autumn Leaf Festival Grand Parade
4. Open Item

10:02:57 A.M. Action

Upon motion and second by Commissioner Hawkins and Overbay, the Commission unanimously approves the action items as follows:

1. Approve Franchise Agreement with Public Utility District #1 Chelan County
2. 20250612A6-9
3. Approve Lease Agreement for Communications Facility with John Fleckenstein
4. 20250612A6-10
5. Approve Temporary Construction Easement with Manson Grange #796, Inc. for County Road Project 650 (CRP 650) 20250612A6-11
6. Approve Easement for Sidewalk with Manson Grange #796, Inc. for Totem Pole Road Project Phase 1, County Road Project 650 (CRP 650) 20250612A6-12
7. Approve Resolution Establishing County Road Project 763 (CRP 763) as the Orr Creek Culvert Repair Project 20250612A6-13
8. Resolution #2025-49 Re: to Close Horse Lake Road and Burch Mountain Road Due to Extreme Fire Danger
9. Approve Commissioners Notice of Hearing – Amending Section 9.04 of the Chelan County Code to Lower the Speed Limit on East Leavenworth Road 20250612A6-14

10:15:28 A.M. Community Development Director Deanna Walter

Discussion

1. Departmental Update

10:16:50 A.M. Action

Upon motion and second by Commissioner Overbay and Hawkins, the Commission unanimously approves the action items as follows:

1. Notice of BoCC Public Hearing for ZTA 24-430 for adoption of Ordinance No. 1710-25 amending portions of the Leavenworth Municipal Code concerning the utility connection requirements for Accessory Dwelling Units (ADU) in the Urban Growth Area (Public Hearing scheduled for July 1, 2025 at 10:15am) 20250612H-3

10:18:27 A.M. Discussion with Jon Port Re: Malaga Meadows

**10:30:04 A.M. Public Hearing Re: Amendment to Title 3, as it pertains to Chapter 3.24,
Community Development Fees**

Chairman Smith opened the public hearing. Members of the public participated both in chambers and via Zoom.

11:16:22 A.M. Chairman Opens Public Comment

- Dan Beardslee
- Jon Port
- Paul Riordan
- Sean Lynn
- Danielle Marin

11:33:24 A.M. Closed Public Comment

11:35:12 A.M. Action

Upon motion and second by Commissioner Overbay and Hawkins, the Commission unanimously approves the action items as follows:

1. Continued Public Hearing Re: Amendment to Title 3, as it pertains to Chapter 3.24,
Community Development Fees to (6/16/25 at 10:15 a.m.)

11:37:11 A.M. Executive Session RE: Contract Negotiation

Executive Session Upon motion and second by Commissioners Overbay and Hawkins, the Commission unanimously approves to move into a 10-minute Executive Session pursuant to RCW 42.30.110 (d).

Extend Executive Session by 11 minutes– Public Notified

11:58:06 A.M. Moved Back to Regular Session

11:58:33 A.M. Executive Session with PA Robert Sealby RE: Pending Litigation

Upon motion and second by Commissioners Overbay and, the Commission unanimously approves to move into a 10-minute Executive Session Pursuant to RCW 42.30.110(i), to discuss with Prosecuting Attorney Robert Sealby matters relating to potential litigation.

Extend Executive Session by 40 minutes– Public Notified

12:47:12 P.M. Adjourn

Board adjourns until Monday, June 16, 2025.

Weekly Voucher Approval for Payment

<i>Current Expense</i>	\$ 967,427.50
<i>Other Funds</i>	\$ 642,040.54
<i>Total all Funds</i>	\$ 1,609,468.04

BOARD OF CHELAN COUNTY COMMISSIONERS

SHON SMITH, CHAIRMAN

ANABEL TORRES, Clerk of the Board



Employee Payroll Change Notice

EFFECTIVE DATE: 6/11/2025
(Hire date for new employees)

EMPLOYEE INFORMATION

Employee # 006361 (leave blank if new employee)
Name Tyler Crooms
Department Juvenile Detention
Position Title Juvenile Custody Officer
Pay Grade PW06 Pay Step 2
Status Full Time Union Courthouse
(full time, part time, temp)
Account Number 010.085.52760.11.373 (required)

REASON FOR CHANGE

- ☐ New Hire*
☐ Promotion
☐ Step Increase
☐ Transfer
☐ Reclassification
☒ Termination
☐ Retirement
☐ Remove From Eden
☐ Resignation
☐ Other _____

*Attach copy of offer letter

COMMENTS / ADDITIONAL INFORMATION

STEP SCHEDULE (New Emp)

Step 2: _____
Step 3: _____
Step 4: _____
Step 5: _____
Step 6: _____
Step 7: _____
Step 8: _____

SIGNATURES

Department Authorization _____
Human Resources Review _____
Commissioner Approval _____

Date 6/11/2025
Date 6/11/2025
Date _____



Employee Payroll Change Notice

EFFECTIVE DATE: 6/13/25
(Hire date for new employees)

EMPLOYEE INFORMATION

Employee # _____ (leave blank if new employee)

Name Elijah E. Hinkle

Department Juvenile Detention

Position Title Extra Help

Pay Grade _____ Pay Step _____

Status part-time Union n/a
(full time, part time, temp)

Account Number 010.085.52760.11.999 (required)

REASON FOR CHANGE

- ☒ New Hire*
☐ Promotion
☐ Step Increase
☐ Transfer
☐ Reclassification
☐ Termination
☐ Retirement
☐ Remove From Eden
☐ Resignation
☐ Other _____

*Attach copy of offer letter

COMMENTS / ADDITIONAL INFORMATION

\$22.00 / hour

STEP SCHEDULE (New Emp)

Step 2: _____

Step 3: _____

Step 4: _____

Step 5: _____

Step 6: _____

Step 7: _____

Step 8: _____

SIGNATURES

Department Authorization _____

Date 6/10/2025

Human Resources Review _____

Date 6/11/2025

Commissioner Approval _____

Date _____



Employee Payroll Change Notice

EFFECTIVE DATE: 9/1/2025
(Hire date for new employees)

EMPLOYEE INFORMATION

Employee # 004111 (leave blank if new employee)

Name William Tuengel

Department Sheriff

Position Title Deputy

Pay Grade S101 Pay Step 6

Status Full Time Union Teamsters - Commissioned Deputy
(full time, part time, temp)

Account Number _____ (required for new hires)

REASON FOR CHANGE

- ☐ New Hire*
☐ Promotion
☐ Step Increase
☐ Transfer
☐ Reclassification
☐ Termination
☐ Retirement
☐ Remove From Eden
☐ Resignation
☒ Other Longevity

*Attach copy of offer letter

COMMENTS / ADDITIONAL INFORMATION

Per Commissioned Deputy CBA Appendix A:
2A.1-Longevity, this employee is eligible as follows:

1% - 9/1/2025

Base Monthly: $\$8,735.59 + \$87.36 = \$8,822.95$

STEP SCHEDULE (New Emp)

Step 2: _____
Step 3: _____
Step 4: _____
Step 5: _____
Step 6: _____
Step 7: _____
Step 8: _____

SIGNATURES

Department Authorization 

Date 6/9/25

Human Resources Review 

Date 6/11/2025

Commissioner Approval _____

Date _____



Employee Payroll Change Notice

EFFECTIVE DATE: 08/01/2025
(Hire date for new employees)

EMPLOYEE INFORMATION

Employee # 000905 (leave blank if new employee)

Name Dan McCue

Department Sheriff

Position Title Sergeant

Pay Grade S131 Pay Step 6

Status Full Time Union Teamsters - Commissioned Supervisors
(full time, part time, temp)

Account Number _____ (required for new hires)

REASON FOR CHANGE

- ☐ New Hire*
☐ Promotion
☐ Step Increase
☐ Transfer
☐ Reclassification
☐ Termination
☐ Retirement
☐ Remove From Eden
☐ Resignation
☒ Other Longevity

*Attach copy of offer letter

COMMENTS / ADDITIONAL INFORMATION

Per Commissioned Supervisors CBA Appendix A:
2A.1-Longevity, this employee is eligible as follows:

3% - 8/1/2025

Base Monthly: \$10,712.56 + \$321.38 = \$11,033.94

STEP SCHEDULE (New Emp)

Step 2: _____
Step 3: _____
Step 4: _____
Step 5: _____
Step 6: _____
Step 7: _____
Step 8: _____

SIGNATURES

Department Authorization 

Date 6/9/25

Human Resources Review 

Date 6/11/2025

Commissioner Approval _____

Date _____



Employee Payroll Change Notice

EFFECTIVE DATE: 07/01/2025
(Hire date for new employees)

EMPLOYEE INFORMATION

Employee # 006268 (leave blank if new employee)

Name Dustin Silverthorn

Department Sheriff

Position Title Deputy

Pay Grade S101 Pay Step 6

Status Full Time Union Commissioned - Teamsters
(full time, part time, temp)

Account Number _____ (required)

REASON FOR CHANGE

- ☐ New Hire*
☐ Promotion
☒ Step Increase
☐ Transfer
☐ Reclassification
☐ Termination
☐ Retirement
☐ Remove From Eden
☐ Resignation
☐ Other _____

*Attach copy of offer letter

COMMENTS / ADDITIONAL INFORMATION

Step 6
Monthly: \$8,735.59
Salary: \$104,827.08

STEP SCHEDULE (New Emp)

Step 2: _____
Step 3: _____
Step 4: _____
Step 5: _____
Step 6: _____
Step 7: _____
Step 8: _____

SIGNATURES

Department Authorization 

Date 6/9/25

Human Resources Review 

Date 6/11/2025

Commissioner Approval _____

Date _____



Employee Payroll Change Notice

EFFECTIVE DATE: 07/01/2025
(Hire date for new employees)

EMPLOYEE INFORMATION

Employee # 006260 (leave blank if new employee)

Name Alysha Strosheim

Department Sheriff

Position Title Administrative Specialist IV

Pay Grade A091 Pay Step 4

Status Full Time Union Spec. Comm./Non-Comm. Teamsters
(full time, part time, temp)

Account Number _____ (required)

REASON FOR CHANGE

- ☐ New Hire*
☐ Promotion
☒ Step Increase
☐ Transfer
☐ Reclassification
☐ Termination
☐ Retirement
☐ Remove From Eden
☐ Resignation
☐ Other _____

*Attach copy of offer letter

COMMENTS / ADDITIONAL INFORMATION

Step 4
Monthly: \$4,785.77
Yearly: \$57,429.24

STEP SCHEDULE (New Emp)

Step 2: _____
Step 3: _____
Step 4: _____
Step 5: 07/01/2026
Step 6: 07/01/2028
Step 7: 07/01/2030
Step 8: 07/01/2032

SIGNATURES

Department Authorization 

Date 6/9/25

Human Resources Review 

Date 6/11/2025

Commissioner Approval _____

Date _____



Employee Payroll Change Notice

EFFECTIVE DATE: 6/2/2025
(Hire date for new employees)

EMPLOYEE INFORMATION

Employee # _____ (leave blank if new employee)

Name Michael Valencia

Department Community Development

Position Title Building Inspector

Pay Grade PW15 Pay Step 2

Status FT Union PTC
(full time, part time, temp)

Account Number 010.020.52420.11.603 (required)

REASON FOR CHANGE

- ☒ New Hire*
☐ Promotion
☐ Step Increase
☐ Transfer
☐ Reclassification
☐ Termination
☐ Retirement
☐ Remove From Eden
☐ Resignation
☐ Other _____

*Attach copy of offer letter

COMMENTS / ADDITIONAL INFORMATION

STEP SCHEDULE (New Emp)

Step 2: _____
Step 3: 6/1/2026
Step 4: 6/1/2027
Step 5: 6/1/2028
Step 6: 6/1/2030
Step 7: 6/1/2032
Step 8: 6/1/2034

SIGNATURES

Department Authorization *Diana Walter*

Date 6/5/25

Human Resources Review *[Signature]*

Date 6/11/2025

Commissioner Approval _____

Date _____



Employee Payroll Change Notice

EFFECTIVE DATE: 7/1/2025
(Hire date for new employees)

EMPLOYEE INFORMATION

Employee # 06264 (leave blank if new employee)
Name Sean Williams
Department Community Development
Position Title Permit Technician
Pay Grade PW12 Pay Step 3
Status FT Union PTC
(full time, part time, temp)
Account Number 010.020.52420.11.609 (required)

REASON FOR CHANGE

- ☐ New Hire*
☐ Promotion
☒ Step Increase
☐ Transfer
☐ Reclassification
☐ Termination
☐ Retirement
☐ Remove From Eden
☐ Resignation
☐ Other _____

*Attach copy of offer letter

COMMENTS / ADDITIONAL INFORMATION

STEP SCHEDULE (New Emp)

Step 2: _____
Step 3: _____
Step 4: 7/1/2026
Step 5: 7/1/2027
Step 6: 7/1/2029
Step 7: 7/1/2031
Step 8: 7/1/2033

SIGNATURES

Department Authorization *Deanna Walter* Date 6/5/25
Human Resources Review *[Signature]* Date 6/11/2025
Commissioner Approval _____ Date _____



Employee Payroll Change Notice

EFFECTIVE DATE: 6/16/2025
(Hire date for new employees)

EMPLOYEE INFORMATION

Employee # 002127 (leave blank if new employee)

Name Craig Wisemore

Department Public Works - Cashmere District

Position Title Cashmere District Foreman

Pay Grade RC13 Pay Step 9

Status Full Time Union Non-Union Position
(full time, part time, temp)

Account Number _____ (required for new hires)

REASON FOR CHANGE

- ☐ New Hire*
☒ Promotion
☐ Step Increase
☐ Transfer
☐ Reclassification
☐ Termination
☐ Retirement
☐ Remove From Eden
☐ Resignation
☐ Other _____

*Attach copy of offer letter

COMMENTS / ADDITIONAL INFORMATION

STEP SCHEDULE (New Emp)

Step 2: _____
Step 3: _____
Step 4: _____
Step 5: _____
Step 6: _____
Step 7: _____
Step 8: _____
Step 9: _____

SIGNATURES

Department Authorization _____

Date 6/16/25

Human Resources Review _____

Date 6/11/2025

Commissioner Approval _____

Date _____



Employee Payroll Change Notice

EFFECTIVE DATE: 7/1/2025
(Hire date for new employees)

EMPLOYEE INFORMATION

Employee # 000991 (leave blank if new employee)

Name Ed Grant

Department Chelan County Public Works

Position Title Road Maintenance Superintendent

Pay Grade RC20 Pay Step 9

Status Full Time Union _____
(full time, part time, temp)

Account Number _____ (required for new hires)

REASON FOR CHANGE

- ☐ New Hire*
☐ Promotion
☐ Step Increase
☐ Transfer
☐ Reclassification
☐ Termination
☐ Retirement
☐ Remove From Eden
☐ Resignation
☒ Other Ending Stipend

*Attach copy of offer letter

COMMENTS / ADDITIONAL INFORMATION

Effective July 2025 Ed Grant will no longer receive the Assistant Preservation Foreman stipend of \$700.00 each month.

STEP SCHEDULE (New Emp)

Step 2: _____
Step 3: _____
Step 4: _____
Step 5: _____
Step 6: _____
Step 7: _____
Step 8: _____
Step 9: _____

SIGNATURES

Department Authorization _____

Date 6/10/25

Human Resources Review _____

Date 6/11/2025

Commissioner Approval _____

Date _____



Employee Payroll Change Notice

EFFECTIVE DATE: 6/1/2025
(Hire date for new employees)

EMPLOYEE INFORMATION

Employee # 005427 (leave blank if new employee)
Name Derek Corder
Department Information Technology
Position Title Public Records Officer
Pay Grade PW16 Pay Step 6
Status Full Time Union Courthouse
(full time, part time, temp)
Account Number 010.052.51888.11.639 (required)

REASON FOR CHANGE

- ☐ New Hire*
☐ Promotion
☒ Step Increase
☐ Transfer
☐ Reclassification
☐ Termination
☐ Retirement
☐ Remove From Eden
☐ Resignation
☐ Other _____

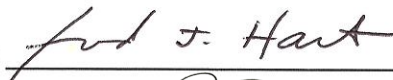

*Attach copy of offer letter

COMMENTS / ADDITIONAL INFORMATION

STEP SCHEDULE (New Emp)

Step 2: _____
Step 3: _____
Step 4: _____
Step 5: _____
Step 6: _____
Step 7: 6/1/2027
Step 8: 6/1/2029

SIGNATURES

Department Authorization  Date 6-11-2025
Human Resources Review  Date 6/11/2025
Commissioner Approval _____ Date _____

ADMINISTRATIVE AGENDA
June 16, 2025

DISCUSSION ITEMS:

1. Executive Session – Union Negotiations
2. Administrative Update

ACTION ITEMS:

1. Parent 4 Parent Contract with Akin
2. Law Enforcement Contract - Live Nation
3. Amendment #1 to Bid4Assets Agreement



Independent Contractor Agreement

BETWEEN
Akin
Parents for Parents (P4P) Program
AND
Chair of the Board of County Commissioners

This Agreement, made by and between Children's Home Society of Washington dba Akin, hereinafter referred to as **Akin**, and **Chair of the Board of County Commissioners** hereinafter referred to as the **Contractor**, governs the provision of work, the collection of data and payment of authorized services rendered.

Contractor:

Chair of the Board of County Commissioners.
401 Washington St. Level 5.
Wenatchee, WA 98801

TERMS AND CONDITIONS

Exhibits Incorporated by Reference:

In addition to the rights and obligations of the parties set forth below in this Agreement, the rights and obligations of the parties to this Agreement shall be subject to, and governed by, the following attached exhibits:

- Exhibit A: Statement of Work
- Exhibit B: Budget
- Exhibit C: Parents for Parents Program Description
- Exhibit D: Parents for Parents Parent Ally Qualifications
- Exhibit E: P4P Coordinator Job Description

IT IS MUTUALLY AGREED THAT:

Section A. Statement of Work

The Contractor will provide Parents for Parents services to families in Chelan, Douglas, and Okanogan count(ies) as outlined in the attached Statement of Work, Exhibit A.

Section B. Term and Period of Performance

The Contractor will perform services under this Agreement from the period starting on 7/1/2025 until 6/30/2027 unless earlier terminated, in writing.

Section C. Service Fees/Budget

Akin will pay the Contractor up to \$131,777.00, for all services provided under this Agreement, as described in the Statement of Work, attached as Exhibit A, and according to the Budget, attached as Exhibit B. Administrative fees for this Agreement should not exceed 15 percent of the contracted Budget.

Section D. Subcontract Subject to Current/Future Support

Akin is funded through a contract from the Washington State Office of Public Defense. This Agreement between Akin and the Contractor is a subcontract of such work and is subject to continuing funding from the funding organization. In the event that funding is withdrawn, reduced, or limited in any way after the effective date of this Agreement, Akin may unilaterally terminate this Agreement or may reduce its scope and budget.

Section E. Reports/Invoices/Documentation

Invoices

The Contractor will submit invoices to Akin on a monthly basis and not more frequently than once per month. Invoices should be emailed to Akin Accounts Payable - Accounting@akinfamily.org

Reports

The Contractor will submit to Akin within 20 days following the end of each month:

- Parents for Parents Monthly Online Data Report, internet link provided by Akin

The Contractor will submit the following to Akin within 20 days following the end of each calendar year:

- P4P Intake Storage Spreadsheet, template provided by Akin

Contractor will provide email address(es) of parties uploading data to who will provide access to a secure SharePoint storage system.

Payment is conditional on the Contractor meeting the requirements of the Statement of Work, Exhibit A and Akin's receipt of completed monthly data report and annual P4P Intake Storage Spreadsheet submission and will be made thirty (30) days after Akin's receipt of an invoice.

The Contractor understands and expressly agrees that Akin is the payer of last resort for services under this Agreement, and that it will not bill Akin for services that are eligible for payment by another funding source. The Contractor will provide Akin with documentation of all services provided by the Contractor related to this Agreement, upon request.

Section F. Financial Audit Requirements

The Contractor is required to follow applicable accounting procedures and practices, and to complete an annual independent audit that meets generally accepted accounting

standards and OMB Circular A-133, if applicable. A copy of the audit will be available to Akin, upon request.

Section G. Nondiscrimination

It is our policy that all decisions involving any aspect of the mutual partnership will be made without regard to sex, sexual orientation, gender identity, color, race, religion, creed, national origin, citizenship or immigration status, age, the presence of any physical, mental, or sensory disability, the use of a trained service animal by a person with a disability, marital status, honorably discharged veteran or military status, familial status and source of income, status as a victim of domestic violence, sexual assault, harassment or stalking, political ideology, genetic information, ancestry, caste, and actual, potential, perceived, or alleged pregnancy outcomes or any other status or characteristic protected by local, state, or federal law.

Section H. Confidentiality and Data Privacy Compliance

Confidentiality

The Contractor acknowledges that it may, in the course of performing its obligations under this Agreement, create, receive or have access to non-public information identified as confidential or which the Contractor should reasonably understand to be confidential (the “**Confidential Information**”), including Retained Materials and Personal Information (each as defined below).

The Contractor shall use no less than reasonable care to prevent the unauthorized use or disclosure and to protect the confidentiality of the Confidential Information. The Contractor agrees that it will not disclose or use the Confidential Information except as necessary to perform its obligations under this Agreement and, in each case, solely as specifically authorized herein. The Contractor may use and disclose relevant aspects of the Confidential Information to its personnel, representatives and agents, in each case, (a) who need to know such Confidential Information and only to the extent reasonably necessary to perform its obligations or enforce its rights under this Agreement and (b) provided the Contractor (i) has enforceable agreements with such recipients requiring them to adhere to obligations to protect the Confidential Information at least as stringent as those set forth in this Section H and (ii) is responsible if they fail to do so.

Data Privacy and Data Security

The Contractor also acknowledges that it may, in the course of performing its obligations under this Agreement, create, receive or have access to personal information (as that term, or similar terms, may be used and defined under applicable law) (“**Personal Information**”). The Contractor will comply with all applicable data privacy and data security statutes, laws, and regulations in connection with its creation, receipt, access, disclosure and use of that Personal Information. Any breach of this Section H by the Contractor or any of its personnel, representatives or agents will be grounds for immediate termination of this Agreement by Akin.

Without limiting the foregoing, the Contractor will:

- keep and maintain all Personal Information in strict confidence;
- maintain commercially reasonable administrative, technical and physical safeguards designed to protect the Personal Information from unauthorized access, acquisition, disclosure, destruction, alteration, accidental loss, misuse or damage that are no less rigorous than accepted industry practices, using a degree of care that is appropriate to avoid unauthorized access, use, alteration, loss or disclosure;
- not create, collect, receive, access or use Personal Information in violation of applicable law or this Agreement; and
- use and disclose Personal Information solely for the purposes for which the Personal Information, or access to it, is provided in connection with this Agreement, and not use, sell, distribute, transfer or otherwise disclose or make the Personal Information available for the Contractor's own purposes outside of the scope of this Agreement or for the benefit of anyone other than the person to whom the Personal Information relates.

The Contractor will notify Akin of any Security Incident (defined below) as soon as practicable, but no later than 24 hours after the Contractor becomes aware of it. The Contractor agrees to fully cooperate with Akin in Akin's handling of the matter, including assisting with any investigation, providing physical access to facilities and personnel, and making available all relevant records and materials. The Contractor agrees that it will not inform any third party of any Security Incident without Akin's prior written approval. In the event of any Security Incident, the Contractor will promptly use its best efforts to prevent a recurrence of any such Security Incident. The term "**Security Incident**" means (i) any event that materially compromises either the security, confidentiality, availability or integrity of the Personal Information or the physical, technical, administrative or organizational safeguards that relate to the protection of the security, confidentiality, availability or integrity of the Personal Information, or (ii) receipt of a complaint in relation to the privacy and data security practices of the Contractor or a breach or alleged breach of this Agreement relating to such privacy and data security practices. Without limiting the foregoing, a material compromise shall include any unauthorized access to or disclosure, loss, alteration, access to, or acquisition of Personal Information.

Section I. Independent Contractor Status

In providing services under this Agreement, the Contractor is an independent contractor, and neither Contractor nor its officers, agents or employees (including for the avoidance of doubt, P4P Coordinators and Parent Allies) or any subcontractor and its respective officers or employees, are employees or agents of Akin for any purposes and will not be held up as such. The Contractor will be responsible for all federal and/or state tax, industrial insurance, and Social Security liability that may result from the performance of and compensation for these services.

Section J. Criminal History

Waived, due to the fact that Contractor is not working with children.

Section K. Compliance with Law, Licenses, Registrations, Accreditation

The Contractor will comply with all applicable local, state, and federal laws, including applicable employment laws and as required to maintain its legal status as an entity and conduct its operations and activities, and will comply with all applicable law, licensing, accreditation and registration requirements and standards necessary for the performance of this Agreement.

Section L. Responsible Party; Subcontracting

The Contractor shall not subcontract any of the work contemplated under this Agreement without obtaining prior written approval of Akin. The Contractor is responsible for compliance with this Agreement by all personnel or approved subcontractors.

Section M. Insurance

Prior to the commencement of any work under this Agreement, the Contractor shall procure and maintain, at its sole expense, throughout the term of the Contract in this Section M and in accordance with the requirements and limits set forth here. By obtaining the insurance required by this Section M, Contractor shall in no manner lessen, diminish, or affect Contractor's obligations or liability to Akin under this Agreement.

Before proceeding with any Work, Contractor shall furnish Certificates of Insurance and all applicable endorsements thereto as requested by Akin, and otherwise in form satisfactory to Akin, as necessary to certify and evidence the existence of the required insurance policies, coverage, terms, limits of insurance, and conditions required hereby. A certificate that does not meet the requirements indicated in this Section M will be returned for resubmission by Contractor's insurer. Contractor shall be liable for any and all costs and damages incurred by Contractor or Akin as a result of Contractor's failure or neglect to maintain the minimum insurance limits as required hereunder.

In addition to the insurance required by this Section M, Contractor shall provide any insurance it deems necessary to protect its interest in the Work and any insurance required to be maintained by Contractor under applicable law.

Akin now uses Ebix, Inc for our certificate of insurance monitoring needs. Ebix will reach out via email to acquire the documentation needed to keep your agreement in compliance. Please reach out to your contracts manager at Akin with any concerns as you navigate the insurance requirements.

Certificate Holder:

Children's Home Society of Washington dba Akin
12360 Lake City Way NE
Seattle, WA 98125

General Liability:

Minimum Insurance Requirement:

\$ 1,000,0000 Per Occurrence

Workers' Compensation:

Statutory Limits or a Minimum Requirement of:

\$ 1,000,000	Employer's Liability – Each Accident
\$ 1,000,000	Employer's Liability – Each Employee
\$ 1,000,000	Employer's Liability – Policy Limit

Auto:

Hired and Non-Owned Vehicles:

\$ 1,000,000 Per Occurrence - CSL

Certificate of Insurance should contain the following language or contain:

- Additional Insured: Children's Home Society of Washington dba Akin, its subsidiaries, affiliates, partners, agents, employees, and assigns are reflected as an Additional Insured on a primary and non-contributory basis, on the General Liability policy.
- Coverage should include Contractual Liability in its broadest form and be written on an Occurrence form.
- Waiver of Subrogation in favor of Children's Home Society of Washington dba Akin its subsidiaries, affiliates, partners, agents, employees, and assigns.
- 30 Days' Notice of Cancellation endorsement in favor of Children's Home Society of Washington dba Akin its subsidiaries, affiliates, partners, agents, employees, and assigns. ***This is frequently missed on COIs, please ensure it is noted, or certificate may be found deficient***
- All endorsements must be attached to the Certificate of Insurance.
- All carriers must hold a minimum rating of A- (Excellent), by A.M. Best.
- Certificate of Insurance to be signed by an authorized, licensed representative.

Section N. Hold Harmless/Indemnification

To the fullest extent permitted by law, the Contractor shall indemnify, defend, and hold harmless Akin and its subsidiaries, affiliates, and each of their respective officers, directors, employees, agents, and each of their respective heirs, successors, and assigns (collectively, the "Indemnified Parties"), from and against any and all claims, demands, complaints, suits, causes of action, proceedings, damages, liabilities, losses, costs, fines, liens, including mechanics' liens, penalties, judgments, and expenses of any kind and nature whatsoever arising out of the performance of the services and this Agreement,

including, without limitation, attorneys' fees and expenses (individually, a "Claim," and collectively, "Claims"), whether such Claims are attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, including loss of use or economic loss resulting therefrom, or otherwise. Contractor's obligation to indemnify, defend, and hold harmless the Indemnified Parties shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity which would otherwise exist as to the Indemnified Parties, and such obligation is in addition to and not in lieu of common law indemnification to which any Indemnified Parties are entitled.

Contractor's obligation to indemnify, defend, and hold harmless the Indemnified Parties shall apply and pertain regardless of whether or not a Claim is caused or alleged to be caused in part by one or more of the Indemnified Parties.

Contractor shall defend each of the Indemnified Parties through counsel approved by such Indemnified Parties in any action, proceeding, or arbitration brought against the Indemnified Parties by reason of any Claims; provided, that, if Akin is named as an Indemnified Party, a duly authorized representative Akin may approve counsel to multiple Indemnified Parties. The duty to defend the Indemnified Parties under this Section N is independent and separate from the duty to indemnify, and the duty to defend exists regardless of any ultimate liability of Contractor or any other Indemnified Party. The duty to defend arises immediately upon presentation of a Claim by any Indemnified Party and written notice of such Claim being provided to Contractor.

Contractor's obligation to indemnify, defend and hold the Indemnified Parties harmless under this Section N shall survive the expiration or earlier termination of this Agreement, and shall apply and pertain until it is determined by final judgment that an action against all of the Indemnified Parties for any Claim is fully and finally barred by the applicable statute of limitations.

In addition, in order to render the parties' intent and the indemnification granted under this Section N fully enforceable, Contractor hereby expressly and without reservation waives any defense or immunity it may have under any applicable Worker's Compensation Laws or any other statute or judicial decision disallowing or limiting such indemnification and consents to a cause of action for indemnity, in the event of a Claim made by an employee of Contractor or as otherwise applicable. Such waiver and consent to indemnification is made by Contractor irrespective of and specifically waiving any defense or immunity under any statute or judicial decision disallowing or limiting such indemnification.

If any word, clause or provision of Section N is determined not to be in compliance with applicable law or is otherwise not enforceable, it shall be stricken and the remaining words, clauses and provisions shall remain in full force and effect. It is the intent of the parties that this Section N be construed in a manner as necessary to comply with applicable law, in all respects.

Section O. Federal Programs

Contractor represents and warrants that Contractor has not been excluded from federal programs. Contractor will immediately notify Akin if Contractor becomes excluded from any federal program or is subject to proceedings that may lead to exclusion. Exclusions from any federal program are a basis for immediate termination of this Agreement.

Section P. Governing Law

This Agreement and the right and obligations of the parties shall be governed by the laws of the State of Washington. Venue shall be King County, Washington, and each party hereby submits to jurisdiction of the state courts in King County and agrees that it will not commence any action or proceeding in any other forum.

Section Q. Agreement Modifications

This Agreement contains all the terms and conditions agreed upon by the parties. No other understanding, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

This Agreement shall be subject to the written approval of the SVP of Finance at Akin and the approved delegate of the Contractor. Only the SVP of Finance or their delegate shall have the expressed, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this Agreement. Changes are not effective or binding, unless made in writing and signed by the SVP of Finance or their delegate and the approved delegate of the Contractor.

Section R. Notification of Significant Changes

The Contractor will notify Akin in writing of changes in key personnel, including for the P4P Coordinator, or other issue or development that has or is expected to have a significant impact on Contractor activities.

Section S. Severability

If any part, term, or provision of this Agreement is held by a court to be illegal, the validity of the remaining portions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the invalid portion. If it should appear that any part, term, or provision conflicts with statutes, then that part, term, or provision shall be deemed inoperative, and this Agreement shall be modified to such statutory provision.

Section T. Corrective Action

The Contractor is required to meet the terms and conditions of this Agreement. If Akin identifies a violation or a performance deficiency that does not rise to the level of termination of this Agreement, Akin will provide written notice and a request for corrective action by the Contractor. The Contractor must submit a corrective action plan within thirty (30) days from the written notice from Akin, unless a shorter notice period

is requested by Akin. In the case of a significant breach, however, Akin is not required to request corrective action and may immediately terminate this Agreement.

Akin will approve or disapprove the Contractor's corrective action plan in writing within fourteen (14) days of receipt of the plan. If approved, the Contractor will be required to implement the plan and ensure correction of the deficiency. If the Contractor does not correct the deficiency, submit a corrective action plan within thirty (30) days, or Akin deems the plan unsatisfactory, Akin will take the necessary action. Such action may include, but is not limited to, reduction in Contractor payment or termination in whole or in part of the Agreement. All corrective action correspondence shall be delivered by certified mail, return receipt requested.

Section U. Termination of Agreement

Akin may terminate the agreement immediately, without notice, in the event of a significant breach or violation of the terms of this Agreement, including with respect to confidentiality of information, or in the event that funding for the P4P Program is withdrawn, reduced, or limited.

Either party may terminate this Agreement for any reason, or no reason, with thirty (30) days written notification to the other party.

Akin will pay for all services rendered up to the date of termination of this Agreement, less prior interim payments, if any. Upon payment of such sums, Akin shall be discharged from all liability to the Contractor hereunder, and this Agreement shall be considered terminated unless extended in writing by mutual agreement between the parties.

Section V. Document Retention; Offboarding - Return and Destruction of Data and Documentation

During the term of this Agreement, and for the longer of seven (7) following the termination of this Agreement and the retention period required by applicable law (collectively, the “**Retention Period**”), the Contractor shall maintain and retain all books, records, documents, and other materials and evidence in any form produced or created by or on behalf of the Contractor relating to or regarding the provision of services and performance of this Agreement, including copies thereof and notes derived therefrom (the “**Retained Materials**”). If any litigation, claim or audit is started before the expiration of the Retention Period, the Contractor shall retain the Retained Materials until all litigation, claims or audit findings involving the records have been resolved. All Retained Materials will remain subject to the obligations described in Section H for so long as the Retained Materials are retained. Any person authorized by Akin shall have full access to and the right to inspect excerpts, audit or examine any of these records at all reasonable times during the Retention Period. The Contractor shall ensure that any subcontractors or other personnel providing services under this Agreement comply with these requirements.

At any time during the Retention Period, but no later than immediately following the expiration of the Retention Period, the Contractor shall, at Akin's election and direction, return the Retained Materials to Akin or securely dispose of the Retained Materials.

Without limiting its retention obligations, and by no later than the date that is thirty (30) days after the termination of the Agreement, the Contractor shall promptly deliver to Akin (either electronically and/or through the delivery of hard copies) originals or copies of any and all data and documentation collected and gathered by the Contractor through the course of its services under the Agreement including, without limitation, all Personal Information and any other data collected by the Contractor pursuant to Section E of the Agreement and Section 15 of Exhibit A to the Agreement..

Contractor will provide email address(es) of parties uploading data to who will provide access to a secure SharePoint storage system. Hard copies of documents can be arranged for pick up by Akin employee or be delivered to nearby Akin location.

Section W. Addresses for Official Communication:

Akin
12360 Lake City Way NE
Seattle, WA 98125

Fona Sugg – Chelan County Superior Court
401 Washington St. Level 5
Wenatchee, WA 98801
(509) 306-3151
Fona.Sugg@CO.CHELAN.WA.US

In witness thereof, Akin and the Contractor have signed this Agreement.

**CHILDREN'S HOME SOCIETY
OF WASHINGTON dba Akin**

Dave Newell
Dave Newell (May 15, 2025 10:14 PDT)

Signature

Dave Newell
Name

05/15/2025

Date

CONTRACTOR

Signature

Chair - BOCC
Name

Date

EXHIBIT A:
STATEMENT OF WORK

Parents for Parents Program
7/1/2025 to 6/30/2027

The Contractor will:

1. Serve as the host of the Parents for Parents program (P4P), as summarized in Exhibit C;
2. Partner with local community court partners and Akin to ensure the Parents for Parents program is consistent with program components listed on the Model Fidelity Checklist, and the program design in the Parents for Parents Start-Up Guide and Dependency 101 curriculum provided by Akin;
3. Hire or contract with one or more parents, who have had personal experience with the dependency system and have successfully resolved their child welfare case (hereafter referred to as Parent Allies) to provide program leadership and coordination. All Parent Allies must meet and adhere to the qualifications listed in Exhibit D;
4. Hire or contract with one Parent Ally to serve as the P4P Coordinator, as summarized in Exhibit E;
5. Compensate Parent Allies at a rate competitive with like services in your local community;
6. Provide Parent Allies with training and support to develop “soft skills” necessary for workplace success;
7. Provide for a minimum of four hours per month of clinical and administrative supervision for Parent Allies working in the program;
8. Host monthly or no less than quarterly Parents for Parents Advisory Committee meetings;
9. Assign a P4P program representative (P4P Coordinator, Parent Ally staff, or Program/Clinical Supervisor) to attend the P4P Statewide Network Meeting monthly, allowing no more than three absences per year.
10. Work with Akin to discuss any rural considerations needed in order to ensure quality outreach of services/support to dependency-involved parents in Chelan, Douglas and Okanogan County;
11. Provide the P4P Coordinator with working space and office supplies, including telephone, access to copy machine, computer access, virtual meeting account, and storage space, as needed to implement the program;
12. Maintain liability insurance covering the activities of the P4P Coordinator and Parent Allies;
13. Provide for accessible meeting space and equipment for the Parents for Parents classes and meetings.
14. Offer Dependency 101/201 classes and other Parents for Parents program components to Chelan, Douglas and Okanogan Counties dependency-involved parents - class materials and dependency information may be brought to Chelan,

- Douglas and Okanogan County's parents at court or offered through in-person outreach or a technology platform;
15. Provide opportunities for Parent Allies to participate in training that will increase their understanding of the needs of families in the child welfare system and of resources and services that can support them. Track and report on the training provided to Parent Allies;
 16. Support the gathering, maintenance and reporting of Parents for Parents participants, and program information and data, including Dependency 101/201 surveys, as described in the P4P Start-up Guide and as required by any program evaluations that may be conducted;
 17. Manage the budget and program finances and maintain financial records that will be provided to Akin upon request – the budget will be prioritized to administer program at model fidelity and not for activities outside of contracted agreement;
 18. Consistent with the submission of each invoice, Akin with monthly data reports and annual submission of the completed P4P Intake Storage Form datasheet. Information to include the following:
 - a. Information on Parent Allies working for the program;
 - b. Information on outreach, intakes, and attendance at Dependency 101 and 201 classes and meetings (if applicable);
 - c. Information on other outreach provided by Parent Allies;
 - d. Data points included in the P4P Intake Storage Spreadsheet provided by Akin.
 19. Ensure that participation subsidies are tracked and disseminated to parents attending the Dependency 101 class and additional P4P classes, as budget allows;
 20. Support funding efforts by Akin on behalf of the Parents for Parents program, in addition to seeking additional funding streams, in order to support the ongoing needs of the program.

Akin will:

1. Provide the Contractor with ongoing training and technical assistance to coordinate and assist the Contractor and P4P Coordinator in meeting program requirements, and considerations for remote delivery that are consistent with the program design in the Parents for Parents Start-Up Guide and Dependency 101 curriculum;
2. Designate a contact to serve as the P4P contract manager, to consult and provide advice to the Consultant and P4P Coordinator regarding the Parents for Parents program;
3. Maintain a statewide database on Parents for Parents program data;
4. Provide opportunities for local Parents for Parents program representatives to meet to network with one another, share information, ideas and resources, and collaborate in the on-going work to improve P4P services and systems;
5. Work with a researcher to evaluate select, well-established Parents for Parents programs, with the goal of ultimately establishing Parents for Parents as an Evidence Based Program, if funding becomes available;

6. Work with local Parents for Parents programs and community partners to develop an expanded program component to further support parents in the child welfare system;
7. Provide information and support to system representatives in seeking funding for the Parents for Parents program, and
8. Provide leadership in advocacy for increased funding for the Parents for Parents program.

EXHIBIT B:

BUDGET

7/1/2025 to 6/30/2027

Two-Year Budget: Funds may be allocated as shown in the budget below, there may be up to 10% variation to accommodate local program needs.

Chelan, Douglas and Okanogan 2-year budget

P4P Coordinator Compensation	\$ 81,960.00
Parent Ally Team Compensation	\$ 10,000.00
Clinical Supervision	\$ 7,200.00
Program Expenses (supplies, food, meeting costs, etc.)	\$ 6,000.00
Participation Subsidy	\$ 4,000.00
Administration (not to exceed 15%)	\$ 19,817.00
Mileage (If applicable)	\$ 2,800.00
Total	\$ 131,777.00

EXHIBIT C:

PARENTS FOR PARENTS PROGRAM – SUMMARY DESCRIPTION

Parents for Parents (P4P) is a court-based, early engagement, peer mentoring, education and professional development program that promotes the safe and timely reunification of children with their parents, as well as supports family preservation through in-home dependency services, or an alternative permanency outcome when reunification is not a viable goal. The program serves families who are in the dependency system, and services are initiated when a child has been removed from a home by Child Protective Services. Parents receive information and support to navigate the dependency system and, whenever possible, to safely reunify with their child(ren), support in-home placement, as well as to understand and provide their child(ren) with resources to promote their optimal development.

P4P program components are delivered by Parent Allies, who are parents who have successfully navigated the child welfare system. Components include:

- Outreach and support to parents at all dependency-related hearings, beginning with the shelter care hearing;
- Maintaining and distributing updated information about community resources and services that can assist families in the dependency system;
- A Dependency 101 class and curriculum that educates parents about the dependency system they must navigate in order to have their children returned, empowers them with tools and resources they need to be successful with their case plan, and provides information that helps them understand and support the needs of their children,
- Classes and curriculum that provide ongoing support to parents throughout their dependency case.
- Individual peer support to help parents involved with the child welfare system, including telephone/electronic support.

Local child welfare and court representatives meet regularly with the P4P Coordinator in P4P Advisory Committee meetings to discuss the local program, trouble shoot problems, identify ways to optimize its success within their local community, identify resources to share with parents, and otherwise collaborate.

EXHIBIT D:

P4P PARENT ALLY QUALIFICATIONS

- A parent with lived child welfare experience, whose dependency case has been closed;
- Satisfactory background check clearance and no criminal infractions since the case has been closed (at discretion of Contractor);
- Embraces proactive and compassionate perspective for circumstances leading to their child's involvement in the child welfare system;
- Demonstrates continued commitment to maintaining the resolution of issues that brought their family into the child welfare system (e.g., active in recovery, mental wellness, strong social support, etc.);
- Skilled in communicating effectively with families in crises;
- High self-awareness and practices self-care to effectively manage own emotions and stress to better support families;
- Time/capacity to meet the hours and needs of the program;
- Ability to maintain confidentiality;
- Ability to work independently and as a team player;
- Ability to respect cultural diversity;
- Motivated and self-directed: able to follow directions, ask questions and learn assigned tasks;
- Effective oral and written communication skills;
- Positive attitude;
- Ability to maintain good working relationships with courts, child welfare representatives and the community;
- Respectful and considerate;
- Dependable;
- Solution-oriented versus problem-oriented;
- Noted willingness to help others succeed;
- Ability to maintain objectivity and professionalism;
- Ability to be detail oriented;
- Familiarity with basic computer applications (e.g. Microsoft Word, email, Excel) and experience attending and hosting virtual meetings;
- Able to accept supervision and coaching.

EXHIBIT E:

P4P COORDINATOR JOB DESCRIPTION

Position Summary

In collaboration with the P4P Program Supervisor, the P4P Coordinator is a parent with lived child welfare experience who is responsible for managing the day-to-day functions of the Parents for Parents program. They are the primary “public face” for Parent Allies in their respective community and ensure that the Parents for Parents program reflects the high standards and values of the P4P model. As applicable, the P4P Coordinator ensures the Parents for Parents program is coordinated with the local community, statewide, and national Parent Ally work.

The P4P Coordinator should have all of the characteristics of a Parent Ally, listed on Exhibit D.

Job Duties with Respect to Various Program Components

1. P4P Staffing

- a. Collaborate with the P4P Program Supervisor to recruit, engage, train, and monitor Parent Allies and the P4P team.
- b. Collaborate with the P4P Program Supervisor on decisions and actions related to the temporary leave or permanent termination of Parent Allies, as needed.
- c. Create and maintain a system for recording and reporting on Parent Ally training, services provided, and compensated hours worked. Track unpaid volunteer time related to the Parents for Parents program.
- d. Create and maintain a system for accounting and distribution of stipends for Parent Allies and for payment of other program expenses.
- e. Collaborate with the P4P Program Supervisor to observe and assess the work of Parent Allies; provide additional coaching and support as needed.
- f. Participate in weekly supervision with P4P Clinical and/or P4P Program Supervisor to discuss pertinent details regarding the program and to process any issues that surface in the course of work that may interfere with their work or personal well-being.

2. Hearings

- a. Collaborate with court personnel to identify strategies for accessing the court docket in order to identify and reach out to parents attending hearings.
- b. Ensure that all initial hearings are covered by the P4P Coordinator or Parent Ally team.
- c. Ensure Parent Allies collect accurate contact and demographic information on all parents with whom outreach is made.
- d. During outreach, invite all parents to attend a Dependency 101 class.
- e. Provide parents with written materials about resources that can assist them in their case.

- f. Provide follow-up phone calls to parents who have signed up for the class, ideally once a week prior to the class, and then one day immediately prior to the class.

3. P4P Classes & Resources

- a. Maintain a sufficient and up-to-date supply of printed and/or electronic information on resources accessible to families.

4. Dependency 101 Class

- a. Ensure that each Dependency 101 class is covered by a Parent Ally facilitator, a representative from each system, and additional Parent Allies as needed.
- b. Update Dependency 101 curriculum materials as needed.
- c. Ensure that all handouts for Dependency 101 classes are updated, developed, and available for each meeting. Ensure folders for all classes contain relevant handouts and are sufficient for class participants.
- d. Ensure folders and surveys are properly numbered.
- e. Maintain a system for ensuring snacks and other required materials are available for all Dependency 101 classes.
- f. Work with Parent Allies, court personnel, and other community partners to recruit and sign people up for the Dependency 101 classes.
- g. Complete a P4P Intake Form for each parent at the class whose P4P Intake Form has not yet been completed.
- h. Ensure parents complete pre- and post-class surveys are numbered or marked with a participant identifier, are completed, and collected.

5. Parent Data

- a. Create and maintain a database on all parents served, including:
 - i. Names and contact information
 - ii. Demographic information
 - iii. Assistance needs
- b. Maintain a record of parent contacts, including by phone, text, email, and virtual, attendance at Dependency 101, through input from parents through pre- and post-Dependency 101 class surveys, and all other parent contacts with P4P.

6. Community

- a. Conduct and coordinate Parent Ally presentations at child welfare forums, conferences, training workshops, etc., as approved by P4P Program Supervisor and after fulfilling the main program components of this contract.
- b. Coordinate Parents for Parents work with other Parent Ally work in the community, when/if applicable, as approved by the P4P Program Supervisor, and after fulfilling the main program components of this contract.

7. Reunification Day Celebrations

- a. If all the core components of the program are met, program staff may participate in a planning committee for events to strengthen the Parents for Parents program visibility, recruitment efforts, and continued community partner support.

8. P4P Advisory Committee

- a. Serve as leader and facilitator of the P4P Advisory Committee meetings.
- b. The P4P Coordinator works in tandem with the Advisory Committee members to plan for and schedule community partner presentations at Dependency 101 classes and other meetings.
- c. Collaborate with the P4P Program Supervisor to create the agenda and take minutes for P4P Advisory Committee meetings and distribute them in a timely manner.
- d. Send out agenda and meeting reminders to all P4P Advisory Committee members in a timely manner.
- e. Maintain a record of attendance and minutes from all meetings.
- f. Work with P4P Advisory Committee members to identify and troubleshoot issues that may surface while implementing Parents for Parents. Discuss Parent Ally's work in terms that make sense to P4P Advisory Committee members.
- g. Follow through on recommendations, strategies, ideas and action items made at P4P Advisory Committee meetings.

2025-2027 LAW ENFORCEMENT SERVICES AGREEMENT

THIS AGREEMENT (the Agreement) is made and entered into by and between the following: The CHELAN COUNTY SHERIFF'S OFFICE (the SHERIFF'S OFFICE), a political subdivision of the State of Washington, and Live Nation Worldwide, Inc. (LIVE NATION), a Delaware corporation doing business in the State of Washington.

RECITALS:

WHEREAS, LIVE NATION desires to manage and conduct concerts and/or events at the Gorge Amphitheater (Amphitheater), in Grant County, Washington; and

WHEREAS, LIVE NATION desires to manage and operate both the "Gorge Campground" and the Gorge Amphitheater, in Grant County, Washington; and

WHEREAS, the SHERIFF'S OFFICE desires to protect the safety, health and welfare of those persons affected by such concerts or events by providing law enforcement services. Security services shall be provided by LIVE NATION and

WHEREAS, LIVE NATION desires to cooperate with the SHERIFF'S OFFICE in LIVE NATION's efforts to provide adequate facilities and services to accommodate and protect these persons; and

WHEREAS, the parties hereto desire to memorialize their agreements.

NOW, THEREFORE, in consideration of the mutual promises contained herein and other good and valuable considerations, the parties agree as follows:

1. ATTENDANCE LIMIT

For single concert/event days LIVE NATION agrees to limit total attendance to twenty- two thousand (22,000) people per concert/event.

For multi-day and/or festival concerts/events, LIVE NATION agrees to limit total attendance to twenty-seven thousand five hundred (27,500) people per concert/event day.

Attendance is defined as the actual "drop count" which includes all persons physically attending the event holding either paid or complimentary tickets.

Attendance Limits may be increased during the term of this agreement should any Government issued license, permit or zoning change allow for a greater attendance limit.

2. COMPLAINTS

The SHERIFF'S OFFICE agrees to refer all non-criminal complaints regarding the concerts and events to local LIVE NATION management and to its on-site, private security firm, where appropriate.

3. TRAFFIC CONTROL AND LAW ENFORCEMENT COSTS (including overtime)

The actual number of Deputies to be assigned for an event will be made by the SHERIFF'S OFFICE after LIVE NATION and SHERIFF'S OFFICE have discussed and have mutually agreed upon a maximum number. The number of law enforcement personnel assigned in advance to any concert/event will be determined by the SHERIFF'S OFFICE in agreement with LIVE NATION, based on projected attendance, provided said projections are given to the SHERIFF'S OFFICE a minimum of one (1) month in advance of said event/concert. The SHERIFF'S OFFICE will provide law enforcement personnel based on estimated attendance figures coupled with the type of audience anticipated. LIVE NATION and the SHERIFF'S OFFICE agree to meet regularly prior to events to discuss internal security and external staffing for SHERIFF'S OFFICE policing during, after and immediately preceding Gorge events.

(A.) LIVE NATION will pay for non-exempt deputies at their overtime rate, exempt deputies and exempt administrative support specialist a flat rate for shifts spent policing or dispatching the area at or nearby the Gorge during event days or evenings, when mutually agreed upon between LIVE NATION and the SHERIFF'S OFFICE. Billing for the aforementioned expense will be directed to LIVE NATION's Northwest office located at 100 S King St., Suite 320, Seattle, WA 98104. An "exempt deputy" refers to a deputy not entitled to the Fair Labor Standards Act (FLSA) overtime. A "non-exempt deputy" refers to a deputy entitled to FLSA overtime.

(B.) In the event of an emergency, including without limitation, unexpected fights and/or riots, large and/or disruptive crowds, and/or unexpected concert/event and/or camping attendance, an incident command post may be established, and the situation will be handled by law enforcement and others with jurisdiction. Within thirty (30) days after the emergency has been resolved and LIVE NATION has been presented with a bill for costs related to same, LIVE NATION will undertake a good faith evaluation regarding its payment of costs associated with said emergency call out, including personnel and equipment. LIVE NATION's review of costs in this regard will include, but is not limited to, costs associated with State, Federal, SHERIFFS OFFICE and city personnel.

Billing information will be provided to LIVE NATION by the Sheriff's Office monthly. Payment shall be made by LIVE NATION within ten (10) days after receiving the billing from the SHERIFF'S OFFICE.

All non-exempt patrol and corrections deputies, including reserves, will be compensated at their overtime rates (via labor agreements to include benefits) for each year, with an anticipated increase each year. The current 2025 rate of pay for law enforcement personnel assigned to the Gorge shall be within a range of \$70 per hour to \$170 per hour depending on the specific deputies' assignment, tenure and/or rank. It should be noted that the rate of pay for most of the deputies assigned to work this detail will range from \$97 per hour to \$170 per hour. In the event that the SHERIFF'S OFFICE is unable to meet the necessary staffing levels with full-time deputies, they will augment the staffing levels with reserve deputies.

Exempt deputies will be compensated at the following flat rates with an increase each year:

- 2025 - \$170 per hour
- 2026 - \$175 per hour
- 2027 - \$180 per hour

Exempt Administrative Support Specialist will be compensated at the following flat rates with an increase each year:

- 2025 - \$106 per hour
- 2026 - \$111 per hour
- 2027 - \$116 per hour

LIVE NATION agrees to pay the aforementioned costs for law enforcement personnel for law enforcement for specific concerts or events over and above the aforementioned numbers. LIVE NATION will provide the SHERIFF'S OFFICE with "on site" office space to allow for a dispatch center for all concerts and events on the same or substantially similar basis as was provided during the 2024 concert season. LIVE NATION shall provide law enforcement with on-site data telecommunications from/with the Washington State Patrol ("WSP") headquarters in Olympia for record checks (if available) on the same or substantially similar basis as was provided during the 2025 concert season

Compensation limits will be increased during the term of this agreement should any collective bargaining agreements (CBA) and/or specific assignments direct increases in salaries for those specifically affected employees. The SHERIFFS OFFICE will keep LIVE NATION informed of any changes to the CBA that affects these rates of pay.

LIVE NATION agrees to reimburse the SHERIFF'S OFFICE for their use of Chelan County owned vehicles used for the purpose of providing law enforcement services for LIVE NATION events. LIVE NATION agrees to reimburse the SHERIFF'S OFFICE at a rate of one hundred dollars (\$100.00) per day per vehicle.

LIVE NATION agrees to pay an administrative fee of 1% for the Sheriff's office support staff administrative costs, and 1% for Chelan County Accounting Staff administrative costs for a total of 2% administrative fees. The amount will be based on and in addition to the

monthly total billed amount and will be included with the monthly billing.

4. PUBLIC SAFETY LIAISONS

LIVE NATION agrees to appoint and maintain a security liaison to direct its Gorge Campground security staff. The GRANT COUNTY SHERIFF'S OFFICE has agreed to designate a commissioned law enforcement officer (Sheriff Designee) from its staff, to serve throughout the year as its, principal liaison with the Amphitheater and the Gorge Campground. The GRANT COUNTY SHERIFF'S OFFICE will commission a substation at the Gorge Campground office. Both parties agree that their liaisons should be present at each Amphitheater concert and/or event and should regularly coordinate monthly meetings and shall exchange information on the event before and after. If the designated liaison is unavailable, a commission Sergeant or higher rank will serve in their place to ensure administrative representation.

5. PRIVATE SECURITY

LIVE NATION agrees to continue to maintain an adequately staffed private security force (currently STARPLEX), for concerts and events at the Amphitheater, and after the end of the concert or event, including without limitation, the Gorge Campground. This internal security staff will be used to control traffic, parking and internal order and shall be under the overall direction of the Amphitheater security liaison.

6. PUBLIC INFORMATION/COMMUNICATIONS

LIVE NATION agrees to distribute public information via the internet or in hard copy format for each concert or event available to all Amphitheater and Gorge Campground patrons that contain an explanation of the rules regarding their use of the facility, relating to disturbing the peace, creating a public nuisance, violating state liquor and controlled substances, etc. This notice shall mention applicable penalties for unacceptable behavior ranging from expulsion from the Amphitheater and/or the Gorge Campground, fines or possible incarceration. This notice will also emphasize that illegal use of drugs or alcohol is strictly prohibited in the Amphitheatre and Campgrounds and provide information regarding ingress and egress to the Amphitheatre and Campground and any other local information deemed pertinent or useful to the patrons by LIVE NATION such as hotels and local services.

7. ASSIGNABILITY

LIVE NATION may not assign its rights or obligations under this Agreement to an unaffiliated third party without the prior written consent of the SHERIFF'S OFFICE.

8. NO WAIVER

No failure of the SHERIFF'S OFFICE or LIVE NATION to insist on the strictest performance of any term of this Agreement shall constitute a waiver of any such term or

an abandonment of this Agreement.

9. INDEMNIFICATION/INSURANCE

Each party shall be responsible for claims and/or damages to persons and/or property resulting from its own negligence and/or its officers, employees and/or agents. Neither party shall be responsible for claims and/or damages to persons and/or property resulting from the negligence on the part of the officers, employees and/or agents of the other party, its officers, employees and/or agents, PROVIDED: in the case of negligence of more than one (1) party, any damages allowed shall be levied in proportion to the percentage of negligence attributable to each party and each party shall have the right to seek contribution from the other party in proportion to the percentage of negligence attributable to each of the parties.

PROVIDED: LIVE NATION shall indemnify the SHERIFF'S OFFICE as to security related issues. LIVE NATION may discharge its responsibilities in this regard by and through a "private security provider" for LIVE NATION, currently Starplex, and cause the SHERIFF'S OFFICE to be named as an additional insured for those claims which liability is claimed against the SHERIFF'S OFFICE and/or CHELAN COUNTY as the result of the actions and/or failures to act, of the private security provider, or where the private security provider is named as an agent of the SHERIFF'S OFFICE, based on actions and/or omissions of the private security provider. Such certificate of insurance will not apply to those circumstances where acts -and/or omissions by the SHERIFF'S OFFICE form the sole basis for any claim or part of any claim.

(A.) Indemnification Insurance

During the life of this Agreement, and for liability originating from this Agreement, LIVE NATION (or its private security provider) shall maintain insurance coverage, including without limitation, errors and omissions, and negligence, in the performance of this Agreement or security related to concerts/events. Such insurance shall name the SHERIFF'S OFFICE as an additional insured and hold harmless and indemnify the SHERIFF'S OFFICE and its deputies, employees and agents from any and all claims resulting from those claims which liability is claimed against the SHERIFF'S OFFICE as the result of the actions and/or failures to act, of the private security provider for LIVE NATION or where the private security provider is named as an agent of the SHERIFF'S OFFICE, based on the actions and/or omissions of the private security provider. The aforementioned insurance may be obtained from any insurance company authorized to do business in the State of Washington and shall have CGL policy limits of Three Million and No/100 Dollars (\$3,000,000.00) per occurrence and Five Million and No/100 Dollars (\$5,000,000) aggregate. Live Nation shall also provide auto liability with combined limits of One Million and No/Dollars. Within thirty (30) days of signature of the last party signing this Agreement, LIVE NATION (or its private security provider) shall submit evidence that such insurance is in full force and effect, and that such insurance will not be canceled during the time period LIVE NATION has to fully execute all of the terms and conditions of this Agreement, unless such policy is replaced by another policy with equal or better coverage. LIVE NATION's (or its private security provider) coverage of liability creating events accruing during this Agreement shall extend after the Agreement is

terminated by its terms or order of a court with jurisdiction. Said insurance company shall be required to give the SHERIFF'S OFFICE written notice within seventy-two (72) hours if the policy is canceled or otherwise terminated for any reason, including without limitation, non- payment of premium.

(B). Title 51 Waiver of Immunity

For purposes of the indemnity provided pursuant to this Agreement, Live Nation specifically and expressly waives any immunity that may be granted it under the Washington State Industrial Insurance Act, Title 51 RCW, and all other applicable Industrial Insurance/Worker's Compensation Acts or their equivalent in the applicable jurisdiction. Further, the indemnification obligations under this Agreement shall not be limited in any way by any limitations on the amount or type of damages, compensation, or benefits payable to or for any third party under Workers' Compensation Acts, Disability Benefits Acts, or other Employee Benefit Acts; provided Live Nation's waiver of immunity by the provisions of this Article extends only to claims against Live Nation by Indemnitees, and does not include, or extend to, any claims by Live Nation's employees directly against Live Nation.

Live Nation's duty to defend, indemnify, and hold Indemnitees harmless shall include, as to all claims, demands, losses, and liability to which it applies, Indemnitees and/or Indemnitees' personnel-related costs, reasonable attorneys' and experts' fees, court costs, and all other claim-related expenses.

10. ENTIRE AGREEMENT

This Agreement constitutes the complete agreement among the parties hereto with respect to the subject matter herein and supersedes all prior agreements, contracts and understandings, written and oral, including without limitation, the previous Concert Management Agreement executed by the parties. There are no terms, obligations, covenants or conditions other than those contained herein.

No modification, amendment or termination of this Agreement shall be valid and effective unless evidenced by an agreement in writing signed by the parties.

11. SEVERABILITY

If any term, provision, covenant or condition of this Agreement should be held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of this Agreement shall continue in full force and effect and shall in no way be affected, impaired or invalidated thereby.

12. GOVERNING LAW

This Agreement shall be governed by the laws of the State of Washington.

13. TERM

The term of this Agreement shall be for the 2025, June 16, 2025 through August 31, 2025.

14. CAPTIONS

The Captions in the Agreement are for convenience only and do not in any way limit or amplify the provisions of this Agreement.

This AGREEMENT is effective from the last date executed by the PARTIES. THIS AGREEMENT is executed by the persons signing below who warrant that they have the

authority to execute AGREEMENT.

Dated this _____ day of _____, 2025

**BOARD OF COUNTY COMMISSIONERS
CHELAN COUNTY, WASHINGTON**

Shon Smith

Kevin Overbay

Brad Hawkins

ATTEST:

Anabel Torres
Clerk of the Board

Dated this _____ day of _____, 2025

LIVE NATION, INC.

Clayton Hobbs, Assistant General Manager,
Live Nation Northwest

CHELAN COUNTY SHERIFF:

Sheriff Michael Morrison

APPROVED AS TO FORM:

Robert Sealby
Prosecuting Attorney



Amendment #1 to Professional Services Agreement

This Amendment #1 to Professional Services Agreement (the “Amendment”) is entered into by and between Bid4Assets, Inc. (“BID4ASSETS”) and the County of Chelan (“SHERIFF”) as of the date of signature of the last party to sign (the “Effective Date”) and amends that certain Professional Services Agreement by and between BID4ASSETS and SHERIFF, dated as of September 21, 2021 (the “Agreement”). Capitalized terms used herein but not defined herein shall have the meanings ascribed to such terms in the Agreement.

The parties hereto agree to amend the Agreement as set forth below:

1. Change of Address. All references to Bid4Assets’ address in Silver Spring, Maryland shall be replaced with the new address of 6931 Arlington Road, Suite 460, Bethesda, MD 20814.

2. Term of Agreement. Paragraph 3 of Agreement, which references a contract termination date of December 31, 2025, shall be replaced with the language below:

Starting January 1, 2026, Agreement shall be effective for one (1) year and shall renew automatically for successive periods of 1 year unless terminated as provided for in paragraph 7.

3. Effect of Amendment. All of the terms and conditions of Agreement shall continue in full force and effect except as modified by the terms of this Amendment. In the event of any inconsistency between the terms of this Amendment and the Agreement, the terms of this Amendment shall control and govern.

[Signature Page Follows]



IN WITNESS WHEREOF, each party has entered into this Amendment effective as of the Effective Date for itself, its employees, officers, partners and successors, to be fully bound by all terms and condition of this Agreement.

Bid4Assets, Inc.

Dated: _____

By: _____
Jesse D. Loomis, President & GM
Federal Tax I.D. No. 52-2154558

Chelan County, Washington

Dated _____

BOARD OF CHELAN COUNTY COMMISSIONERS

By: _____
Shon Smith, Chair


By: _____
Kevin Overbay, Commissioner

By: _____
Brad Hawkins, Commissioner

ATTEST:

Anabel Torres, Clerk
Dated: _____

ATTEST:



Mike Morrison, Sheriff
Dated: 06/10/2025

BOCC Agenda
June 16, 2025

10:30am Economic Services Director

Ron Cridlebaugh

Discussion

1. Notice of Public Hearing – Surplus Property
2. Amendment to WDVA Contract 305E-16-027
3. Amendment #4 Olds Station Campus
4. Homeless Housing Task Force funding recommendation
5. LTAC Funding Memo
6. Department Update

Action

1. Notice of Public Hearing – Surplus Property
2. Amendment to WDVA Contract 305E-16-027
3. Amendment #4 Olds Station Campus
4. Homeless Housing Task Force funding recommendation
5. LTAC Funding Memo

COMMISSIONERS NOTICE OF HEARING

RE: INTENTION TO SURPLUS COUNTY PROPERTY

WHEREAS, the Board of Chelan County Commissioners propose to surplus Parcel # 222119440100 to the Center for Alcohol and Drug Treatment; and

WHEREAS, RCW 43.83.400 and 43.83.410 provides the authority and process for Chelan County to declare and surplus property to a nonprofit that provides a service that benefits the public; and

WHEREAS, the Center for Alcohol and Drug Treatment provides treatment for drug addiction and alcoholism treatment as referenced in RCW 43.83.410 (1); and

WHEREAS, the legislature finds that protecting the public health, safety and welfare by providing services to needy and vulnerable persons is a fundamental purpose of government; and

WHEREAS, the legislature further finds that private nonprofit corporations fill an important public purpose in providing these types of health, safety and welfare services to our state's residents; and

NOW THEREFORE, BE IT RESOLVED, that in conformance with RCW 43.83.400 and 43.83.410 a public hearing will be held in the Chambers of the Board of County Commissioners located at 400 Douglas Street, Wenatchee, Washington on June 30, 2025 at 10:30 A.M. to admit evidence offered for and against the propriety and advisability of the proposed surplus of property.

Dated at Wenatchee, Washington the 16th day of June 2025.

BOARD OF COMMISSIONERS FOR CHELAN COUNTY

SHON SMITH, CHAIRMAN

ATTEST: ANABEL TORRES

KEVIN OVERBAY, COMMISSIONER

Clerk of the Board

BRAD HAWKINS, COMMISSIONER

RESOLUTION 2025-_____

A resolution of the Chelan County Board of Commissioners declaring certain county owned real property as surplus and to authorize conveyance of the same.

WHEREAS, Chelan County owns parcel number 222119440100; and ownership of real property is necessary for county government to fulfil its duties and purposes, and

WHEREAS, pursuant to RCW 43.83.400 the legislature finds that protecting the public health, safety and welfare by providing services to needy and vulnerable persons is a fundamental purpose of government; and

WHEREAS, RCW 43.83.400 and 43.83.410 provide the authority and process to declare and surplus property to a nonprofit that provides a service that benefits the public; and

WHEREAS, the legislature further finds that private nonprofit corporations fill an important public purpose in providing these types of health, safety and welfare services to our state's residents; and

WHEREAS, the Center for Alcohol and Drug Treatment provides services to the needy and vulnerable through treatment for drug addiction and alcoholism treatment as referenced in RCW 43.83.410 (1); and

NOW THEREFORE, BE IT RESOLVED, that in conformance with RCW 43.83.400 and 43.83.410 parcel number 22211944010 is hereby declared surplus and conveyance through sale is hereby authorized, and

IT IS HEREBY FURTHERE RESOLVED, that the foregoing recitals are adopted and incorporated herein as findings, conclusions and orders of the board, and

IT IS HEREBY FURTHERE RESOLVED, that this resolution is in the best interest of good governance and to provide services that benefit the public.

**STATE OF WASHINGTON
DEPARTMENT OF VETERANS AFFAIRS
AMENDMENT NO. 7
TO
WDVA CONTRACT NO. 305E-16-027**

DVA Contract/Agreement No. 305E-16-027 by and between the Washington State Department of Veterans Affairs ("WDVA") and Chelan County, Washington ("COUNTY"), is amended as follows:

- 1. III. PERIOD OF PERFORMANCE** is hereby deleted in its entirety and replaced with the following:

"The period of performance under this Contract for Amendment 7 will be from July 1, 2025, through June 30, 2027. This agreement may be extended for additional periods at the discretion of the AGENCY.

Previous Periods of Performance under this Contract include:

- Amendment 6, period of performance was July 1, 2023, through June 30, 2025.
- Amendment 5, period of performance was July 1, 2021, through June 30, 2023.
- Amendment 4, period of performance was July 1, 2020, through June 30, 2021.
- Amendment 3, period of performance was July 1, 2019, through June 30, 2020.
- Amendment 2, period of performance was July 1, 2018, through June 30, 2019.
- Amendment 1, period of performance was July 1, 2017, through June 30, 2018
- Initial Contract, period of performance was April 1, 2016, through June 30, 2017."

- 2. Attachment A, General Terms and Conditions**, section 15 Nondiscrimination, is deleted in its entirety and replaced with the following:

"NONDISCRIMINATION

- a. **Nondiscrimination Requirement.** During the term of this Contract, Contractor, including any subcontractor, shall not discriminate on the bases enumerated at

RCW 49.60.530(3). In addition, Contractor, including any subcontractor, shall give written notice of this nondiscrimination requirement to any labor organizations with which Contractor, or subcontractor, has a collective bargaining or other agreement.

- b. **Obligation to Cooperate.** Contractor, including any subcontractor, shall cooperate and comply with any Washington state agency investigation regarding any allegation that Contractor, including any subcontractor, has engaged in discrimination prohibited by this Contract pursuant to RCW 49.60.530(3).
- c. **Default.** Notwithstanding any provision to the contrary, Department may suspend Contractor, including any subcontractor, upon notice of a failure to participate and cooperate with any state agency investigation into alleged discrimination prohibited by this Contract, pursuant to RCW 49.60.530(3). Any such suspension will remain in place until Department receives notification that Contractor, including any subcontractor, is cooperating with the investigating state agency. In the event Contractor, or subcontractor, is determined to have engaged in discrimination identified at RCW 49.60.530(3), Department may terminate this Contract in whole or in part, and Contractor, subcontractor, or both, may be referred for debarment as provided in RCW 39.26.200. Contractor or subcontractor may be given a reasonable time in which to cure this noncompliance, including implementing conditions consistent with any court-ordered injunctive relief or settlement agreement.
- d. **Remedies for Breach.** Notwithstanding any provision to the contrary, in the event of Contract termination or suspension for engaging in discrimination, Contractor, subcontractor, or both, shall be liable for contract damages as authorized by law including, but not limited to, any cost difference between the original contract and the replacement or cover contract and all administrative costs directly related to the replacement contract, which damages are distinct from any penalties imposed under Chapter 49.60, RCW. Department shall have the right to deduct from any monies due to Contractor or subcontractor, or that thereafter become due, an amount for damages Contractor or subcontractor will owe Department for default under this provision."

3. **Attachment A, General Terms and Conditions**, section 24 Subcontracting, is deleted in its entirety and replaced with the following:

"Subcontracting

Neither the contractor nor any Subcontractor shall enter into subcontracts for any of the work contemplated under this contract without first obtaining in the form of a written amendment signed by authorized representatives of both parties of this Contract.

If the Department approves subcontracting, the Contractor shall maintain written procedures related to subcontracting, and copies of all subcontracts and records related to subcontracts. For cause, the Department in writing may: (a) require the Contractor to amend its subcontracting procedures as they relate to this Contract; (b) prohibit the Contractor from subcontracting with a particular person or entity; or (c) require the Contractor to rescind or amend a subcontract.

Contractor shall submit reports in a form, system, or format to be provided by Department, and at intervals as agreed by the parties, regarding work under this Contract performed by subcontractors and the portion of contracts funds expended for work performed by subcontractors, including but not limited to diverse businesses. "Subcontractors" includes subcontractors of any tier. (Attachment D – Subcontractor Agreement)

In no event shall the existence of the subcontract operate to release or reduce the liability of the contractor to the Department for any breach in the performance of the contractor's duties.

This clause does not include contracts of employment between the contractor and personnel assigned to work under this contract."

4. Attachment A, General Terms and Conditions, section 29 Unlawful Discrimination is added in its entirety as follows:

"UNLAWFUL DISCRIMINATION"

Under this Agreement, the contractor shall not unlawfully discriminate against members on the basis of religion, age, sex, status as a breastfeeding mother, pregnancy, marital status, race, color, creed, national origin, political affiliation, military status, status as an honorably discharged veteran, a disabled veteran or Vietnam era veteran, sexual orientation, gender identity, gender expression, any real or perceived sensory, mental or physical disability, use of a trained guide or service animal by a person with a disability, genetic information, status as a victim of domestic violence, sexual assault, or stalking. During the performance of this contract, the contractor shall comply with all federal and state unlawful discrimination laws, regulations and policies. In the event of the contractor's noncompliance or refusal to comply with any unlawful discrimination law, regulation or policy, this contract may be rescinded, canceled or terminated in whole or in part, and the contractor may be declared ineligible for further contracts with the Department. The contractor shall, however, be given a reasonable time in which to cure this noncompliance. Any dispute may be resolved in accordance with the "Disputes" procedure set forth herein."

[Signatures follow on next page]

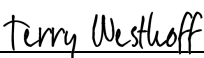
All other terms and conditions remain in full force and effect.

IN WITNESS WHEREOF, the parties hereby execute this Amendment No. 7.

**BOARD OF COUNTY
COMMISSIONERS CHELAN
COUNTY, WASHINGTON**

**WASHINGTON STATE DEPARTMENT
OF VETERANS AFFAIRS**

Signature

DocuSigned by:


Signature

Printed Name

Terry Westhoff

Printed Name

Chief Financial Officer 6/9/2025 | 11:39:21 PDT

Title Date

Title Date

Signature

Printed Name

Title Date

Signature

Printed Name

Title Date



The DOH Associates
ARCHITECTS & PLANNERS
A PROFESSIONAL SERVICES CORPORATION

June 11, 2025

Chelan County
400 Douglas Street
Wenatchee, WA 98801

**Subject: #2344 Consultant Agreement
Amendment 4**

Attention: Mr. Ron Cridlebaugh,
Economic Services Director

Ladies and Gentlemen,

The following amendment is for the work associated with the developing the drawings and scope of work for a proposal request to extend the Bull Pen parking area.

We are proposing Amendment 4 to our Consultant Agreement. We propose a time and material fee of \$9,100.00 for Task 2. Our scope of work associated with this amendment is included below.

If you are in agreement, please sign the agreement and the amendment and return a signed copy to our office. If you have any questions, please call me at your convenience.

Sincerely,
THE DOH ASSOCIATES, PS

Larry A. Gangle
Principal

enclosure

AMENDMENT - 4

June 11, 2025

to the **CONSULTANT AGREEMENT** dated August 5, 2024 by and between:

and **Chelan County**
The DOH Associates, PS, Architects and Planners

A Change in Service:

With reference to the Consultant Services, Specific Scope of Work, The Consultant shall include the following:

Our additional services for Task 2 (Construction Administration phase) include the following:

Bull Pen Expansion:

The DOH Associates PS - Scope of Work

Develop scope of work and drawings for proposal request for contractor pricing

Review pricing and develop change order (if work accepted)

Support time during construction

Totals budgeted = \$3,000.00

Erlandsen - Scope of Work

Develop an enlarged layout area to the extent feasible

Revise stormwater/grading as required

Provide stormwater memo/plan to reflect changes to the City of Wenatchee

Develop a contractor plan for bidding/construction

Totals budgeted = \$5,000 x 10% m.u. = \$5,500.00

Special Inspection Testing (compaction testing), budgeted at \$600.00

Exclusions:

Title reporting costs, recording fees, design modifications or changes to the approved plans.

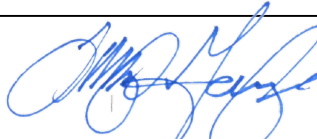
Compensation for Task 2 (Amendment 4) will be billed on time and material basis of **\$9,100.00**, plus reimbursable expenses.

This Amendment is agreed to as of the date first written above.

OWNER

Chelan County

ARCHITECT



Larry A. Gangie, Secretary
The DOH Associates, PS

CHELAN-DOUGLAS HOMELESS HOUSING TASK FORCE BUDGET
RECOMMENDATION 2025-2027

Chelan County Regional Justice Center Transitional Housing – \$210,042.18

Chelan Valley Hope – \$685,600

Peoples Foundation (St. Francis House) – \$179,205.11

Sage Advocacy Center – \$350,000

Upper Valley MEND – \$507,702.60

Chelan-Douglas Volunteer Attorney Services – \$65,805.90

WRC- \$1,760,567.83

CDCAC – \$4,065,292.14

YWCA – \$364,400

Chelan County - \$1,226,560.40



CHELAN COUNTY
LODGING TAX ADVISORY COMMITTEE
400 DOUGLAS STREET, SUITE #201 WENATCHEE, WA 98801
T: 509.667.6834

MEMO

TO: Board of Commissioners
FROM: Lodging Tax Advisory Committee
DATE: June 16, 2025
RE: Use of Lodging Tax Reserves

Commissioners,

In April we received notice from Chelan County Treasurer David Griffiths that the DOR had audited and issued a large refund claim of Lodging Tax: \$87,697.84. We think this was to a single entity such as Air B&B or VRBO which had been overpaying over a long period of time. (Multiple counties in the state were hit with similar refund notices.) We contacted the Department of Revenue for more information and discovered that the dollar amount was actually \$81,697.84 for EACH TAX TYPE, therefore the total refund is \$163,395.68.

The result for Chelan County: zero tax dollars received in both Hotel/Motel & Transient Rental for the month of April, and \$33K per tax type for May.

Framework participants are allocated a percentage of the tax revenues on a quarterly basis:

- Visit Chelan County 27%
- Leavenworth Chamber of Commerce 20%
- Lake Chelan Chamber of Commerce 20%
- Cascade Loop 3%

Q2, 2025 is currently at \$65,995.65 total tax obtained, rather than the \$229,391.33 we should have received. Which means the framework participants will be receiving a much smaller funding allocation for Q2.



CHELAN COUNTY
LODGING TAX ADVISORY COMMITTEE
400 DOUGLAS STREET, SUITE #201 WENATCHEE, WA 98801
T: 509.667.6834

There was an LTAC Recommendation from the May meeting: To offset framework loss of revenue, use \$87,697.84 as the total April tax collected amount for Framework quarterly allocation calculation, then pull each participants calculated amount from LTAC Reserves. This would come to \$61,388.49 from Reserves

In light of what we now know, would the Commissioners consider using actual taxes collected in each month for the calculation, then pull each participants calculated amount from LTAC Reserves. 70% of \$163,395.68, or \$114,376.98 from Reserves.

Approved by Chelan County Commissioners

Shon Smith, Chairman

Date: _____

Chelan County Natural Resource Department
BOCC Agenda
June 16, 2025

Discussion

1. 11:00 AM: Special Guest: US Forest Service Okanogan-Wenatchee National Forest: Forest Updates
2. 11:30 AM: Executive Session: Potential Litigation
3. Contract Change No. 7 with Aspect Consulting for Mission Ridge EIS
4. Amendment 3 to Agreement with BERK Consulting for Chelan County Voluntary Stewardship Program
5. Invitation to Bid for Chelan County Planting Project
6. Contract Change with Geosyntec Consultants for Eagle Creek Culvert Replacement
7. Contract Change with Geosyntec Consultants for Camas Meadows Culvert Replacement
8. Consulting Agreement with Natural Systems Design for Big Meadow Alluvial Water Storage Design
9. Other

Action

1. Contract Change No. 7 with Aspect Consulting for Mission Ridge EIS
2. Amendment 3 to Agreement with BERK Consulting for Chelan County Voluntary Stewardship Program
3. Invitation to Bid for Chelan County Planting Project
4. Contract Change with Geosyntec Consultants for Eagle Creek Culvert Replacement
5. Contract Change with Geosyntec Consultants for Camas Meadows Culvert Replacement
6. Consulting Agreement with Natural Systems Design for Big Meadow Alluvial Water Storage Design

Contract Change

Collectively, "Client": Chelan County Natural Resources Department & Tamarack Saddle, LLC Attn: Mike Kaputa, Director Attn: Larry Scrivanich 411 Washington Street #201 122820 NE Woodinville Dr Wenatchee, WA 98801 Woodinville, WA 98072	Date: June 11, 2025
	Change No.: 7
	Project No.: AS200256B
Project Name: Mission Ridge EIS	
Subject: Data Gaps, Out of Scope Review, and Public DEIS Launch	

Description of Change	Cost
<p>Aspect Consulting (Aspect) and a team of supporting consultants (Aspect Team) has been assisting Chelan County Natural Resources Department (County) and Tamarack Saddle, LLC (Tamarack) and their respective planning and legal teams with development of a Draft Environmental Impact Statement (DEIS) for the Mission Ridge Master Planned Resort Expansion Project (Mission Ridge). Aspect and the Aspect Team are finalizing a revised version of the DEIS (DEIS V2) for delivery to the County and Tamarack for review.</p> <p>Our last scope of work re-tasked all remaining budget to addressing County/Developer comments on DEIS V1, enhanced consultation requested by USFS, updates to the Traffic Impact Analysis, and Developer-proposed Utility Corridor changes. This scope of work outlines the tasks for the next phase of work and also addresses the out-of-scope work provided to reach completion of DEIS V2. Moving forward, Aspect is prepared to support the County and Tamarack to issue the DEIS and support the public comment phase of work.</p> <p>Task 1: DEIS V2 Data Gap Resolution Following the scope of work provided on January 29, 2025, several data gaps arose which required resolution to support the DEIS V2, including:</p> <ul style="list-style-type: none"> Additional Consultation with USFS – \$2,000 – Additional consultation meetings, emails, and data sharing with USFS took place to understand the requirements for NEPA integration and the USFS dependent actions associated with the DEIS. The USFS dependent actions are described in the DEIS V2 as identified in the additional consultation. Updated Traffic Impact Analysis (TIA) – \$8,000 – Comments from the County raised a discussion on the methodology for evaluating level of service (LOS) designation for Squilchuck Road in the 2024 TIA prepared by Kimley-Horn. To resolve the discrepancy in methodology and designation, the Aspect Team conducted several coordination meetings between the County, Kimley-Horn, and the Applicant to reach resolution for a revised 2025 TIA. The updated TIA also required additional technical review by KPG Psomas and rework of the text in the DEIS V2. On-Call Requests – \$1,000 – A few on-call requests that were out of scope were completed concurrent with the revisions for DEIS V2. These on-call requests include compilations of public records for the Developer's legal team to support the MPR application process and preparation of 	<p><u>Time and Materials, Not to Exceed</u></p> <p>Task 1: \$14,000</p>

communications for the Developer to share with private landowners that may be impacted by the proposed egress routes.

- Alternate Utility Corridor – \$3,000 – After the review of the DEIS V1 comments with the County, the Developer informed Aspect and the County of an alternate utility corridor for the project that travels through the Scout-A-Vista property rather than private property. Updating the corridor required revisions to the analysis, text, and figures for DEIS V2 as well as coordination with Chelan PUD to understand feasibility of the updated path. This also included coordination with the Developer's biological and wetland consultants and integrated their reports as new appendices to the DEIS V2.

Task 2: DEIS V2 Comment Revisions and Workshop

DEIS V2 is expected to be delivered to the County/Tamarack team one week following receipt of the remaining technical updates (estimated first week of June 2025). A 45-day review period has been discussed by the County and Developer team to return comments and develop a final DEIS for issuance. The County has requested a workshop to review the changes which we have tentatively scheduled for the week of July 7th.

While Aspect cannot predict the length of comments provided on DEIS V2, we projected this level of effort to address comments raised to publish a revised DEIS for issuance. Aspect anticipates a turnaround period of 10 days, assuming the comments are minor and no additional technical analysis is necessary.

Task 3: Public Outreach Strategy

This task is carried forward from our January 25, 2024 scope. Once the full DEIS is complete and approved by the County/Tamarack team, the public outreach process will begin. The outreach strategy is part of the SEPA EIS process to collect public comment on the DEIS to inform the Final EIS (FEIS). The outreach process will include the following tasks, and the order of these tasks are subject to change depending on whether the public workshop takes place before or after the issuance of the DEIS.

1. Publishing and distributing the DEIS physically and digitally to meet SEPA regulations under WAC 197-11-455(1) and 197-11-455(2) and County code.
2. Opening a 45-day public comment period. A digital comment box will be created for comments to be collected during the entire period.
3. Developing outreach material (i.e., posters, presentations) and preparation for public engagement of the DEIS findings.
 - a. Up to six posters and one presentation will be prepared to support the Open House. Posters and talking points will be prepared in advance of the open house for review by the County and Developer. We assume each poster will require six hours of labor to draft, including one round of comments and revisions will be made based on feedback from the team.
4. Providing public notice of the public workshop no later than ten days before the public workshop.
5. Conducting one half-day public workshop.
 - a. We assume the open house will take place at the County's Confluence Technology Center (CTC) or similar facility.

Task 2: \$7,000

Task 3: \$54,000

- b. We assume three consultants from the Aspect Team will be in attendance to station six tables at the open house. The tables will include three tables for the four sections in Chapter 4 (Earth, Fire Protection, and a combined Visual and Land Use), one table for the affected environment and Chapter 5 overview, one table for SEPA/NEPA process overview, and one table for overall project description, phasing, and alternatives. We will also provide a station to greet the public as they arrive, help direct them to areas of interest, and sign in. We understand County and Developer Team members will also be in attendance to help staff the open house.
 - c. A transcriber will be hired for the day to record any comments received verbally. We have not included a provision for alternate language translation, but will coordinate with the County if that is appropriate.
 - d. Assumptions: The cost for this task assumes the following items: (1) a stenographer will be hired for the day at a rate of \$150/hour during the open house; (2) facility rental at the CTC or similar will be provided by County; (3) materials for printing 10 physical DEIS copies will cost \$750; and (4) the scoping comment meeting with Aspect Team, County, and Tamarack will include one Aspect staff in person with the rest attending virtually and will take no more than four hours, plus travel.
6. Reviewing and summarizing public comments at the conclusion of the public comment period. This step will include setting up the database and reviewing/categorizing comments received to identify comment themes to inform the FEIS, but will not include drafting formal responses to each comment.
- a. We assume no more than 200 public comments will be received. Of those, we assume no more than 20 substantive comment themes will be received, which will be the focus of what we will address.
7. Conducting one hybrid virtual meeting with the Aspect Team, County, and Tamarack to discuss the scope of public comments and inform the next steps for issuing an FEIS.
- a. We assume this meeting will offer a virtual option or an in-person option which will take place at the CTC or similar facility and will take no more than four hours.

Task 4: Ongoing Coordination Meetings and Project Management

Aspect will continue to facilitate biweekly team meetings, monthly schedule meetings, and periodic larger team meetings on request to address issues related to EIS scope, schedule, and content. This task will support coordination meetings through the end of Q4 2025 as well as any potential on-call meetings requested by the County or Tamarack team to discuss matters on the EIS.




Task 4: \$10,000

Total: \$85,000

Contract Change No. 7

Project No. AS200256B

This change amends Contract Order No. 2 between Aspect Consulting and Client dated May 9, 2022. Except as amended above, all terms and conditions of contract apply to this contract change.

ASPECT CONSULTING	By: 
	Printed Name: Daniel R. Haller, P.E., CWRE Senior Principal Water Resources Engineer
CHELAN COUNTY NATURAL RESOURCES DEPARTMENT	By: 
	Printed Name/Date:
TAMARACK SADDLE, LLC	By: 
	Printed Name/Date: Larry Scrivanich

S:\Chelan County Natural Resources Dept\Mission Ridge EIS\Contracts\Finalized Contracts and Proposals\CO02_CC07_20250528_AS200256_Public CommentRescope.docx

FORM OF AMENDMENT

PROJECT: CHELAN COUNTY VSP 2025

AMENDMENT NUMBER: 3

AMENDMENT EFFECTIVE DATE: 06/11/2025

This Amendment (this "Amendment") is incorporated by reference into and made a part of the Consultant Services Agreement dated as of 10/10/2023 by and between the Chelan County ("CLIENT") and BERK Consulting, Inc. ("BERK") including the attachments, schedules and exhibits attached thereto (the "Agreement"). Capitalized terms used but not defined herein have the meanings assigned to them under the Agreement.

The parties to the Agreement agree to make the following additions or modifications to the SOW as follows:

- 1. Additional Scope:** The consultant will prepare a draft of the biennial report for the Chelan VSP Program. There is no change to the project fee.

Except as modified by this and any previously issued Amendment, all other terms and conditions of the Agreement remain in full force and effect. This Amendment may be executed in counterparts, each of which is deemed an original, but all of which constitute one and the same agreement. Delivery of an executed counterpart of this Amendment electronically or by facsimile shall be as effective as delivery of an original signed counterpart of this Amendment.

By their execution below, the parties hereto have agreed to all of the terms and conditions of this Amendment effective as of the Amendment Effective Date listed above, and each signatory represents that it has the full authority to accept this Amendment, and to bind her/his respective party to all of the terms and conditions herein.

CHELAN COUNTY

By: _____

Title: _____

Date: _____

BERK CONSULTING, INC.

By: Nisa Hunter

Title: Principal

Date: 06/11/2025

Consultant Agreement & Amendment Summary – For Reference Only

	Amount	Summary Description
Original Consultant Agreement	79,975	Base agreement
Amendment 1	20,810	Add scope, budget
Amendment 2	10,000	Add scope, budget
Amendment 3	0.00	Add scope
Total Consultant Amount	110,785	Base agreement and all amendments

**Chelan County
Natural Resource Department**

June 16th, 2025

**To: Chelan County Commissioners
Wenatchee, Washington**

From: Hannah Pygott, Senior Natural Resource Specialist

**RE: Authorization to Advertise and Release Documents for Bid for the
Referenced Project (Action Items)**

Commissioners:

Presented herewith for your consideration is the “Invitation to Bid” for the **Chelan County Planting Project**. This Contract provides for the sorting, distribution and installation of 1,545 potted plants of various species across three different project areas as shown on the final planting plans. This work also includes, but is not limited to installation, maintenance and restoration of temporary access routes and staging areas as necessary to complete the work; and procurement and placement of woodchip mulch around installed plants at each project site. All onsite work shall occur between the dates of October 1st and November 15th, 2025. The estimated range of probable cost is \$18,000 – \$28,000 excluding WSST. In accordance with the “Invitation to Bid” for this project, Bid Opening is scheduled for 11:00 AM or shortly thereafter on Monday July 7th, 2025.

This project is scheduled for advertisement pursuant with RCW 36.32.250 for Public Works contracts.

Recommendation:

It is recommended that the Chelan County Board of Commissioners authorize the Invitation to Bid and release of Bid Documents for the Chelan County Natural Resource Department’s above referenced project.

Respectfully Submitted,



Hannah Pygott, Senior Natural Resource Specialist

INVITATION TO BID

Chelan County Planting Project

Sealed bids will be received by Chelan County at the Board of County Commissioners Chambers, Chelan County Administration Building, 400 Douglas Street, Wenatchee, Washington until Monday, July 7th, 2025, at 11:00 AM PDT for the Chelan County Natural Resources Project, “**Chelan County Planting Project**”.

Chelan County Natural Resources Project: Chelan County Planting Project, Chelan County, WA. This Contract provides for the sorting, distribution and installation of 1,545 potted plants of various species across three different project areas as shown on the final planting plans. This work also includes, but is not limited to installation, maintenance and restoration of temporary access routes and staging areas as necessary to complete the work; procurement and placement of woodchip mulch around installed plants at each project site; and all other work, all in accordance with the attached Contract Plans, these Contract Provisions, and the WSDOT Standard Specifications for Road, Bridge and Municipal Construction and addenda thereto.

All onsite work shall occur between the dates of October 1st and November 15th, 2025. The estimated range of probable cost is \$18,000 – \$28,000 excluding WSST.

An **Optional** virtual Pre-Bid conference with representatives from the CONTRACTING AGENCY will be held on June 24th, 2025 09:00 A.M. Attendees can join via phone by dialing +1(253)205-0468 and entering the pin 85138738734# or via weblink at <https://us06web.zoom.us/j/85138738734>. A minimum of one representative from each Prime Contractor that intends to submit a bid is encouraged to attend. All physical site visits must be coordinated with the Contracting Agency prior to.

A bid bond, certified check, or cashier's check in the amount of 5% of the bid shall accompany all bids.

The County of Chelan in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, subtitle A, Office of the Secretary, Part 21, nondiscrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, gender, color or national origin in consideration for an award.

All bids shall be marked “CHELAN COUNTY PLANTING PROJECT” on the outside of the envelope. The Board of County Commissioners reserves the right to reject any or all bids for cause.

BOARD OF CHELAN COUNTY COMMISSIONERS

Dated this _____ day of _____, 2025

BOARD OF CHELAN COUNTY COMMISSIONERS

SHON SMITH, CHAIRMAN

ATTEST: ANABEL TORRES

KEVIN OVERBAY, COMMISSIONER

Clerk of the Board



BRAD HAWKINS, COMMISSIONER

Contract Change

Client: Bryan Maloney, PE Chelan County Natural Resources 411 Washington Street #201 Wenatchee, Washington 98801	Date: June 9, 2025
	Change No.: 1
	Project No.: AS220221
Project Name: Eagle Creek Driveway Culvert Replacements Chelan County, Washington	

Description of Change	Cost
Geosyntec Consultants, Inc. (Geosyntec; formerly Aspect Consulting, LLC) will provide support during construction consisting of review, observation, and evaluation of foundation subgrade preparation and backfilling for two of the culverts.	Time and Materials, not to exceed / estimate: \$1,000

This change amends the contract between Geosyntec Consultants, Inc. and its subsidiaries and affiliates and Client dated April 18, 2022. Except as amended above, all terms and conditions of contract apply to this contract change.

GEOSYNTEC CONSULTANTS, INC. and its subsidiaries and affiliates	By: 
	Printed Name: Nicholas C. Szot, PE Principal Geotechnical Engineer
CLIENT	By: 
	Printed Name/Date:



consultants

CONFIDENTIAL

**GEOSYNTec CONSULTANTS - NW OPERATIONS
2025 U.S. RATE SCHEDULE**

	<u>Rate/Hour</u>
Staff Professional	\$157
Senior Staff Professional	\$180
Professional	\$208
Project Professional	\$240
Senior Professional	\$275
Principal	\$305
Senior Principal	\$330
Technician I	\$ 93
Technician II	\$104
Senior Technician I	\$112
Senior Technician II	\$120
Site Manager I	\$137
Site Manager II	\$149
Construction Manager I	\$157
Construction Manager II	\$170
Senior Designer	\$210
Designer	\$175
Senior Drafter/Senior CADD Operator	\$165
Drafter/CADD Operator/Artist	\$145
Senior Technical Editor	\$170
Technical Editor	\$150
Project Analyst	\$125
Project Administrator	\$103
Clerical	\$ 80
Direct Expenses	Cost plus 15%
Subcontract Services	Cost plus 15%
Specialized Computer Applications (per hour)	\$ 15
Personal Automobile (per mile)	Current Gov't Rate
Photocopies (per page)	\$.09

Rates are provided on a confidential basis and are client and project specific.

Unless otherwise agreed, rates will be adjusted annually based on a minimum of the Producer Price Index
for Engineering Services.

Rates for field equipment, health and safety equipment, and graphical supplies presented upon request.


Construction management fee presented upon request.

Contract Change

Client: Bryan Maloney, PE Chelan County Natural Resources 411 Washington Street #201 Wenatchee, Washington 98801	Date: June 9, 2025
	Change No.: 1
	Project No.: AS230428
Project Name: Camas Meadows Culvert Replacement Chelan County, Washington	

Description of Change	Cost
Geosyntec Consultants, Inc. (Geosyntec; formerly Aspect Consulting, LLC) will provide geotechnical engineering support for review, observation, and evaluation for culvert foundation subgrade preparation and backfilling.	Time and Materials, not to exceed / estimate: \$2,000

This change amends the contract between Geosyntec Consultants, Inc. and its subsidiaries and affiliates and Client dated September 25, 2023. Except as amended above, all terms and conditions of contract apply to this contract change.

GEOSYNTEC CONSULTANTS, INC. and its subsidiaries and affiliates	By: 
	Printed Name: Nicholas C. Szot, PE Principal Geotechnical Engineer
CLIENT	By:
	Printed Name/Date:

K:\Projects\Chelan County Natural Resources\Bridges\Camas Creek Culvert Replacement\Contracts\Proposal Material\CC01_20250609_AS230428.docx

**GEOSYNTec CONSULTANTS - NW OPERATIONS
2025 U.S. RATE SCHEDULE**

	<u>Rate/Hour</u>
Staff Professional	\$157
Senior Staff Professional	\$180
Professional	\$208
Project Professional	\$240
Senior Professional	\$275
Principal	\$305
Senior Principal	\$330
Technician I	\$ 93
Technician II	\$104
Senior Technician I	\$112
Senior Technician II	\$120
Site Manager I	\$137
Site Manager II	\$149
Construction Manager I	\$157
Construction Manager II	\$170
Senior Designer	\$210
Designer	\$175
Senior Drafter/Senior CADD Operator	\$165
Drafter/CADD Operator/Artist	\$145
Senior Technical Editor	\$170
Technical Editor	\$150
Project Analyst	\$125
Project Administrator	\$103
Clerical	\$ 80
Direct Expenses	Cost plus 15%
Subcontract Services	Cost plus 15%
Specialized Computer Applications (per hour)	\$ 15
Personal Automobile (per mile)	Current Gov't Rate
Photocopies (per page)	\$.09

Rates are provided on a confidential basis and are client and project specific.

Unless otherwise agreed, rates will be adjusted annually based on a minimum of the Producer Price Index for Engineering Services.

Rates for field equipment, health and safety equipment, and graphical supplies presented upon request.

Construction management fee presented upon request.



Big Meadow Creek Alluvial Water Storage Design CONSULTING AGREEMENT

This CONSULTANT AGREEMENT ("Agreement") is made this 05 day of June 2025, by and between Chelan County Natural Resources Department ("Client") located at 411 Washington St # 201, Wenatchee, WA 98801 and Natural Systems Design, Inc., an independent consulting firm with its principal place of business located at 1900 N. Northlake Way, Suite 211, Seattle, WA, 98103 ("Consultant").

Client is a county governmental organization in the United States of America.

Consultant is in the business of performing consulting services in the fields of environmental engineering and biology, specializing in planning, evaluation, design, and project management of river, stream, wetland and riparian restoration projects.

Client and Consultant desire to set forth in this Agreement the terms of their relationship whereby Consultant will perform certain consulting services for Client.

The Washington State Department of Ecology (Ecology) is designated as an express third-party beneficiary. As a third-party beneficiary, Ecology will have royalty-free, nonexclusive, and irrevocable license to reproduce, publish, or otherwise use data or documents developed under this contract. Ecology can authorize others to use the data or documents for federal, state, or local government purposes.

The parties therefore agree as follows:

I. SCOPE AND TERMS

Client hereby grants to Consultant, and Consultant hereby accepts, the right to perform during the Term (as defined below) consulting services for Client as more particularly described in the specified project work orders and scopes (the "Consulting Services"). The Consultant shall follow the requirements and intent of the Scope of Work dated June 04, 2025, attached as Exhibit A, hereby made a part of Agreement and hereafter referred to as Exhibit A.

The Term of this Agreement begins when fully executed by all parties, and ends when work is completed and accepted by the Client, unless amended by written agreement or terminated earlier under termination provisions.

II. COMPENSATION AND PAYMENT

1. Compensation for Consulting Services will be on a time and materials basis as shown on the attached scope of work. Total amount is not to exceed \$105,744.00.
2. Consultant will submit monthly invoices to the Client. Invoices will include a summary of activities completed during the subject month and documentation of expenses.
3. Expenses will be reimbursed at cost based upon documentation provided in invoices. All payments will be made in lawful currency of the United States of America. Any amount not paid when due will bear interest at a rate of twelve percent (12%) per annum or the maximum rate permitted by applicable law, whichever is less, computed and compounded daily from the date due until the date paid.

III. RELATIONSHIP OF THE PARTIES

1. It is expressly understood and agreed that Consultant is not an employee of Client for any purpose whatsoever, but is an independent contractor.
2. Neither Consultant nor Client will have any capacity, authority, right or power to create any contract or obligation, either express or implied, on behalf of, in the name of, or binding upon, the other party.

IV. CONFIDENTIALITY

1. During the Term, Consultant may have access to and become acquainted with certain confidential information of the Client. Consultant will not disclose or use any information that the Client has identified as confidential unless authorized to do so in writing. "Confidential Information" does not include any information that is in the public domain or any information that the Consultant obtained from a third-party without any obligation regarding use or disclosure.
2. All files, records, documents, drawings, specifications, equipment, and other items relating to the business of the Client and in the possession of Consultant, whether prepared by the Consultant or otherwise, will remain the exclusive property of the Client. Client will retain the right to demand the immediate return to Client of any such items at any time upon notice to Consultant.

V. TERMINATION

1. If either party commits a material breach of or default under this Agreement, then the other party may give such party written notice of the breach or default (including, but not necessarily limited to, a statement of the facts relating to the breach or default, the provisions of this Agreement that are in breach or default and the action required to cure the breach or default) and that the Term will terminate pursuant to this paragraph if the breach or default is not cured within thirty (30) days after receipt of notice (or such later date as may be specified in such notice). If the other party fails to cure the specified breach within thirty (30) days after receipt of such notice (or such later date as may be specified in such notice), then the Term will terminate.
2. Any termination of this Agreement shall not extinguish Consultant's right to receive Consulting Fees for services provided prior to termination.

VI. ENTIRE AGREEMENT

This Agreement contains all of the terms and conditions agreed upon by the Client and the Consultant with reference to the subject matter hereof. All exhibits attached are incorporated by this reference. No other agreements, expressed or implied, oral or otherwise, will be deemed to exist or to bind either the Client or the Consultant, and all prior agreements between the Client and the Consultant are superseded hereby. This Agreement cannot be modified, changed, amended, or extended except by written instrument signed by both the Client and the Consultant and attached hereto.

VII. INDEMNIFICATION

The Client agrees to defend, indemnify, and hold the Consultant harmless from and against any all claims arising from any negligent, willful or wrongful acts or omissions of the Client or its representatives.

The Consultant agrees to defend, indemnify, and hold the Client harmless from and against any all claims arising from any negligent, willful or wrongful acts or omissions of the Consultant or its representatives.

VIII. NO WAIVER

The failure of either party to insist upon or enforce strict performance by the other party of any of the provisions of this Agreement or to exercise any right or remedy under this Agreement will not be construed as a waiver or relinquishment to any extent of that party's right to assert or rely upon any provisions, rights or remedies in that or any other instance; rather, the provisions, rights and remedies will remain in full force and effect.

IX. GOVERNING LAW

This Agreement will be construed and enforced in all respects in accordance with the laws of the State of Washington, without reference to its choice of laws rules. Each party hereby irrevocably consents to the jurisdiction of the state or federal courts located in Chelan County, State of Washington with venue laid in Chelan County, State of Washington.

X. SEVERABILITY

1. Nothing contained in this Agreement will be construed as requiring the commission of any act contrary to law. Whenever there is any conflict between any of the provisions of this Agreement and any present or future statute, law, ordinance or regulation, the latter will prevail, but, in such event, the provision of this Agreement thus affected will be curtailed and limited only to the extent necessary to bring such provision in compliance with the requirements of the law.
2. In the event that any part, article, paragraph, or clause of this Agreement is held to be indefinite, invalid, or otherwise unenforceable, the entire Agreement will not fail on account thereof, and the balance of the Agreement will continue in full force and effect.

XI. COUNTERPARTS

This Agreement may be executed in any number of counterparts, each of which will be deemed to be an original and all of which together will be deemed to be one and the same instrument.

XII. NOTICES

Any notice or other communication under this Agreement given by one party to the other will be deemed properly made if given in writing and delivered in person, by facsimile or overnight courier or mailed, properly addressed and stamped with the required postage, to the other party at the address listed in the introductory paragraph above. Notices will be deemed given upon receipt. Either party may change such address by giving the other party notice of the change in accordance with this paragraph.

XIII. SURVIVAL

The provisions of this Agreement shall survive the termination or non-renewal of this Agreement.

XIV. ATTORNEYS' FEES

In the event of any action to enforce this Agreement, for interpretation or construction of this Agreement or on account of any breach of or default under this Agreement, the prevailing party in such action shall be entitled to recover, in addition to all other relief from the other party, all reasonable attorneys' fees incurred by the prevailing party in connection with such action (including, but not limited to, any appeal thereof).

XV. EQUAL OPPORTUNITY AND NONDISCRIMINATION

During the performance of this Contract, Consultant shall comply with all federal and state non-discrimination laws, regulations, and policies. In the event of Consultant's non-compliance or refusal to comply with any non-discrimination law, regulation, or policy, this Contract may be rescinded, canceled, or terminated in whole or in part, and Consultant may be declared ineligible for further contracts with the Client. Consultant shall be given a reasonable time in which to cure any non-compliance under this section.

XVI. WORKER'S COMPENSATION AND INSURANCE

1. With respect to all persons performing the Services, Consultant shall secure and maintain in effect at all times during performance of Services coverage or insurance in accordance with applicable laws related to workers' compensation and employer's liability insurance (including, but not limited to, the Washington

Industrial Insurance Act and laws of the state in which any such person was hired), regardless of whether such coverage or insurance is mandatory or merely elective under the law.

2. Consultant will procure and maintain, for the duration of this Contract, the following insurance:
 - a. Professional Liability, Errors or Omissions Insurance with limits of liability not less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit shall be provided if services delivered pursuant to their Contract involve or require professional services provided by a licensed professional, including, but not limited to, engineers, architects, accountants, surveyors and attorneys.
 - b. Commercial General Liability Insurance covering premises, operations, independent contractors' liability and damages for personal injury and property damage with a combined single limit not less than \$1,000,000 and a \$2,000,000 policy aggregate limit. The Client shall be named as additional insured on this policy. The Agency shall submit to the Client a copy of the insurance policy declaration page as evidence of insurance coverage acceptable to the Client.
 - c. Automobile Liability Insurance with combined single limits of liability not less than \$1,000,000 for bodily injury, including personal injury or death and property damage shall be required if delivery of service directly involves Consultant use of motor vehicles.
 - d. Certificates of Insurance shall be furnished to the Client before any services are performed. The Certificates will provide for thirty (30) days written notice to the Client prior to cancellation or modification of the insurance. The Client will be named as additional insured.

XVII. FUNDING AVAILABILITY

The Client's ability to make payments is contingent on the availability of funding from Ecology. In the event funding from the state, federal, or others sources is withdrawn, reduced, or limited in any way after the effective date and prior to completion of the contract, the Client, at its sole discretion, may elect to terminate the Contract, in whole or in part, for convenience or to re-negotiate the Contract subject to new funding limitations and conditions.

XVIII. RECORDS

The Consultant agrees to retain procurement and contract records for at least three years after the close of the agreement.

IN WITNESS WHEREOF, the Client and the Consultant have executed this Agreement as of the date first set forth above.

Client:

Chelan County Natural Resources Department

Name: _____

Signature: _____

Title: _____

Consultant:

Natural Systems Design, Inc.

Name: Timothy B. Abbe

Signature: Timothy B. Abbe

Title: Principal Scientist



SCOPE OF WORK

Big Meadow Creek Alluvial Water Storage Design

Prepared by:

Natural Systems Design, Inc.

Prepared for:

Bryan Maloney and Allison Lutes

Chelan County Natural Resources Department

06/04/2025

Chelan County Natural Resources Department (CCNRD) has requested technical services from Natural Systems Design, Inc. (NSD) to advance the design of an alluvial water storage project (AWS), located on the Upper Wenatchee Pilot Project Area (UWPP) in Chelan County, WA. This work builds upon previous analysis of high priority alluvial water storage sites within the UWPP, completed by NSD for CCNRD in 2023. Of the three highest priority alluvial water storage sites moved forward and described in the AWS UWPP Restoration Concepts (NSD, 2023) CCNRD has asked NSD to progress design of the Big Meadow Creek (Site C5). This site is located within the Chiwawa River watershed in the vicinity of 47.877806, -120.729443 (Figure 1), entirely within the Okanogan-Wenatchee National Forest.

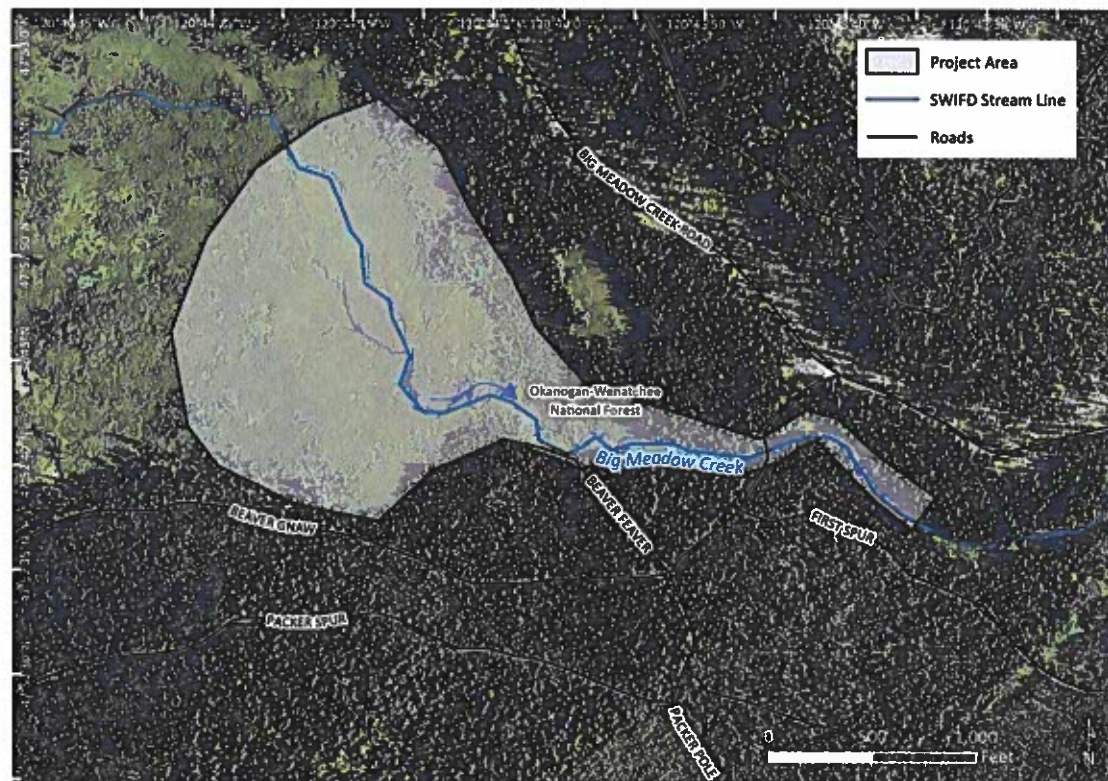


Figure 1 Project site.

The purpose of this assessment and design is to develop a permit ready design (60% design) that is informed by scientific investigation and analysis both in the field and desktop based. The goal of the Big Meadow C5 AWS project is to preserve and restore stream and meadow ecological function. We propose to develop a preliminary design rooted heavily in geomorphology, hydrology and biological sciences, to ensure the design is appropriate for the site and to scientifically justify the design approach to project stakeholders, including the Okanogan-Wenatchee National Forest. A simple, grade control restoration approach that will replace the collapsed bridge, as proposed in the earlier concept, may be the best and most cost-effective means for meeting project goals. However additional scientific information including meadow vegetation species composition, dominant geology, historic channel occupancy, seasonal flow patterns and magnitudes, fisheries ecology and passage, and existing hydraulics is essential for ensuring production of a design that maximizes physical and biological lift.

This proposed work is to be funded by Washington Department of Ecology and the National Fish and Wildlife Foundation.

Bryan Maloney will serve as the Project Manager for CCNRD with Ally Lutes (independent contractor) acting as liaison and facilitator for the project.

NSD Staff leads

- ▶ Principal in Charge: Tim Abbe, LEG, LHG, PhD – QA/QC, alluvial water storage
- ▶ Project Manager: Ryan DeKnikker – Biology, habitat
- ▶ Project Engineer: Grace Bacci, PE – Stamping engineer, hydrology and hydraulics
- ▶ Geomorphology: Scott Katz
- ▶ Technical Review: Nic Truscott, PE – QA/QC

Task 1. Existing Conditions Assessment

Subtask 1.1. Kickoff and Site Reconnaissance

To initiate this study, NSD will arrange a conference call to discuss scope of work and schedule, and to collect available information on the study area such as GIS files, existing topographic survey data, historic aerial photographs and maps, stream gage and weather station data, and supporting literature relative to the project reach. This includes:

- ▶ Recent and past topography of the site (e.g., LiDAR Digital Elevation Models)
- ▶ Select topographic data to define channel geometry
- ▶ Recent and past aerial imagery of the site (e.g., USGS Earth Explorer, NAIP, Google Earth)
- ▶ Geologic maps of the project area (e.g., Washington Department of Natural Resources)
- ▶ Existing publicly available infrastructure and land-use information (e.g., Property ownership, roads, utilities)
- ▶ Results from past habitat assessments and limiting factors analyses in the Chiwawa River watershed.

NSD will coordinate with CCNRD project manager Bryan Maloney, to conduct a reconnaissance of the project reach. The reconnaissance will consist of a 1-day float and foot reconnaissance of the meadow, floodplain and active channel areas and potential construction access routes. NSD will collect georeferenced data and site

photos with hand-held tablet devices. The field survey will include the collection of in-channel and floodplain habitat data (i.e., locations of pools, wood, and existing side channel habitats), and documentation of riparian vegetation types. Existing site conditions which may present design challenges or constraints will also be documented for additional consideration during design development. Site reconnaissance includes the evaluation of potential treatments to specifically address the project goals and objectives.

Subtask 1.1 Assumptions:

- ▶ NSD watercraft will be used if needed.
- ▶ Expenses at the per-diem rate for mileage, lodging, and meals for field work will be included in the invoice.
- ▶ CCNRD will participate in site reconnaissance, to collect data and observations to characterize existing vegetation in the riparian corridor and in the meadow.
 - CCNRD staff participate in one virtual meeting with NSD, prior to site reconnaissance to coordinate data collection efforts.
 - CCNRD to collect and provide high resolution ortho-imagery (sUAV) of existing creek and meadow conditions in the project area during low flow conditions.
 - CCNRD to collect discharge measurements on the day of the sUAV flight to assist in hydraulic model calibration.

Subtask 1.1 Deliverables:

- ▶ One day of site reconnaissance including three NSD disciplinary leads.
- ▶ Field data collected during site reconnaissance to be summarized and incorporated into the basis of design report and hydraulic model setup.
- ▶ Kick-off conference call with the CCNRD.

Subtask 1.2. Hydrology and Existing Conditions Hydraulic Modeling

NSD will develop a two-dimensional (2D) hydraulic model of the project reach to evaluate current conditions and inform design development. The model will be used to assess flow patterns, floodplain connectivity, and water surface elevations under a range of flow scenarios. It will also support the identification of opportunities for increasing alluvial water storage. We anticipate the hydraulic model domain to extend, at a minimum, upstream and downstream of the project area depicted in Figure 1.

The model will be built in HEC-RAS, using available 2017 LiDAR data and supplemented by field observations and targeted topographic measurements. Because Big Meadow Creek is not gaged, model inflows will be estimated using USGS StreamStats or by scaling from nearby gaged basins based on watershed characteristics. If available, any streamflow or water surface elevation data from CCNRD will be used to refine flow estimates.

Model simulations will focus on up to four key stream flows selected in coordination with CCNRD, which are expected to include at minimum:

- ▶ Low flow discharge
- ▶ 2-year flood discharge

- ▶ 100-year flood discharge

Task 1.2 Assumptions

- ▶ The existing condition 2D model mesh will assess conditions within the study reach.
- ▶ This model will be run to evaluate existing, 30%, and 60% design
- ▶ Existing LiDAR data will be used to inform the model surface supplemented by site observations.
- ▶ NSD will utilize CCNRD collected flow measurements and sUAV data to assist in low flow hydraulic model calibration.

Task 1.2 Deliverables:

- ▶ Model outputs including velocity, depth and inundation extents will be provided graphically as appendices to the project Basis of Design Reports
- ▶ A technical description of model methods and assumptions, to be included in the Basis of Design Report.

Subtask 1.3. Existing conditions and alternatives analysis

NSD will summarize the existing conditions analysis related to reach geology, geomorphology, channel and floodplain morphology, hydrology and hydraulics, sediment, large wood, riparian and floodplain conditions, aquatic habitat and salmonid use, and primary fluvial processes. NSD will evaluate the effects of increased water surface elevation on water depth, wetted extent, and duration and will connect to potential effects on the existing riparian vegetation. This summary will be incorporated into the draft 30% Basis of Design Report (Subtask 2.1).

Up to three conceptual design alternatives will be developed to span the range of possible restoration options. The alternatives will be evaluated qualitatively with regards to: alluvial water storage effect, ecological uplift and habitat benefits, permitting considerations and construction feasibility, and planning level construction costs. A no action alternative will consider the grade control effect of the bridge not being removed and eventually collapsing. NSD will develop conceptual level construction cost estimates based on the type and number of structures proposed within the project area, the extent of earthwork proposed, and site revegetation. The cost will consider construction methods, quantities of materials, and average unit costs and will also include local taxes, inflation, and a contingency escalation. The alternatives will be presented via concept design sheets and a table summarizing the alternatives evaluation and comparison – focused on the project goals. CCNRD will select a preferred alternative to advance to 30% design.

Subtask 1.3 Assumptions:

- ▶ Existing conditions summary will be incorporated into the draft 30% Basis of Design Report detailed in Subtask 2.1.
- ▶ Evaluation of alternatives will be based on qualitative analysis using available data and findings from Tasks 1.1 and 1.2; no detailed hydraulic modeling or alluvial water storage calculations are included as part of this subtask.

Subtask 1.3 Deliverables:

- ▶ Existing conditions section of the 30% Basis of Design Report
- ▶ Concept designs: NSD to provide plan view sheet, and a section and profile sheet for each of the three concept alternatives - rendered in AutoCAD Civil3D (6 sheets total/one sheet set).
- ▶ Qualitative alternatives analysis.
- ▶ Concept design level cost estimates for each alternative.

Subtask 1.4. Meetings and presentations

Subtask 1.4 includes time for attendance at three stakeholder meetings and participation and preparation for one stakeholder presentation of concept alternatives.

Subtask 1.4 Assumptions

- ▶ CCNRD to coordinate virtual meetings

Subtask 1.4 Deliverables

- ▶ Coordination with CCNRD staff via phone or virtual calls.
- ▶ Presentation of concept alternatives: three, one-hour virtual meetings.

Task 2. 30% Design

Subtask 2.1. 30% Design

NSD will develop a preliminary (30%) design package for the Big Meadow reach. The 30% design is anticipated to include preliminary plans, a planning-level opinion of construction costs, and a brief design memorandum documenting the design decisions and associated analysis. Following the conclusion of all Task 1 subtasks, NSD will collaborate with CCNRD and project stakeholders to identify a preferred alternative to advance to 30% design.

In conjunction with the development of the 30% preliminary design, NSD will update the hydraulic model to evaluate the 30% design. The model surface will be modified to represent the elements of the 30% plan. The model will be run with the same flows evaluated for existing conditions to compare existing versus proposed conditions. NSD will prepare model output graphics of depth, velocity, and water surface elevation to inform design.

Modeling methods and results will be included in the 30% Basis of Design Report.

A draft, 30% basis of design report (BOD) will be submitted along with the 30% design sheets for review by CCNRD and project stakeholders. The draft 30% basis of design report will describe:

- ▶ Project Background
- ▶ Existing Conditions
- ▶ Design considerations and preliminary analysis
- ▶ Estimated project cost and quantities
- ▶ Appendix
 - Existing and proposed hydraulic model output maps in plan view
 - 30% design sheets (see below)

NSD will submit the draft 30% basis of design, along with the 30% design sheets to CCNRD to share with project stakeholders along with a comment tracking spreadsheet. After a two-week review period, NSD will address and respond to comments. After the round of comments, a final 30% BOD report will be submitted to CCNRD.

We anticipate the following sheets (at a minimum) to be included in the preliminary design drawing sets:

- ▶ Cover sheet
- ▶ General notes and legend
- ▶ Overall site plan with access and staging areas identified
- ▶ Plan sheets covering areas with proposed restoration actions
- ▶ Grading and earthwork (plan, profile, and section)
- ▶ Structure details (plan and profile)
- ▶ Sequencing sheets (as necessary)
- ▶ TESC plan and details
- ▶ Construction details

Design drawings will be produced in CAD and delivered as 11" x 17" format PDFs for review by stakeholders and for permit submittal.

NSD will develop a preliminary construction cost estimate based on the type of restoration elements proposed within the project area, the extent of earthwork proposed, and site revegetation. The cost will consider construction methods, quantities of materials, and average unit costs with a contingency escalation.

Subtask 2.1 Assumptions:

- Design drawings will be produced in AutoCAD Civil 3D 2020 (or newer)
- CCNRD to complete a wetland and ordinary high-water delineation.
- Project stakeholders include CCNRD, National Fish and Wildlife Foundation, Department of Ecology, USDA Forest Service, and Washington Department of Fish and Wildlife.
- Geotechnical or groundwater exploration is not included.
- Up to three PC model iterations are included.
- Permitting quantities are included as part of Task 4.
- Construction specifications are not included.
- Topographic profile of the project reach.
- CCNRD to provide delineation of wetlands and reporting, including shapefiles for inclusion in 60% design sheets.

- CCNRD staff to provide planting zone shapefiles, and corresponding plant materials list and quantities for inclusion in restoration plan sheet(s).
- Revisions to the draft design based on up to one round of stakeholder or CCNRD comments is included. CCNRD will consolidate comments from all reviewers and resolve any conflicting comments prior to NSD developing a final 60% design package.

Subtask 2.1 Deliverables:

- 30% Design plans in 11 X 17 PDF format
- 30% Construction cost estimate
- Draft 30% Basis of Design report.
- Quantities calculations in an Excel workbook.
- Written email responses to project stakeholders. This will include one round of consolidated responses to feedback following the draft 30% design.
- Figures and GIS data from the existing condition and proposed condition hydraulic models. Figures will include, at a minimum, results for flow depth, and velocity. Model outputs will be provided graphically as appendices to the project 30% Basis of Design Report, in addition to raster outputs (.tif).
- A technical description of hydraulic model methods and assumptions, to be included in the 30% Basis of Design Report.

Subtask 2.2. Meetings and presentations

Subtask 2.2 includes time for attendance at monthly stakeholder meetings and participation and preparation for up to two stakeholder meetings.

Subtask 2.2 Deliverables

- ▶ Coordination with CCNRD staff via phone or virtual calls.
- ▶ Participation and preparation for up to two, one-hour online stakeholder meetings/presentations as scheduled by the CCNRD. These meetings will be to present materials at critical design milestones to get feedback and direction from the CCNRD and stakeholders.

Task 3. 60% Design

Subtask 3.1. 60% Design

NSD will develop a permit-level (60%) design package for the Big Meadow Project area. The 60% design is anticipated to include permit-level plans, a planning-level opinion of construction costs, and updates to the 30% basis of design documenting the design decisions and associated analysis. The 60% plans will provide more detail than the 30% design plans at the project site to provide a more accurate opinion of costs and provide the necessary permit quantities and information.

Subtask 3.1 Deliverables

- ▶ Draft and final 60% plans
- ▶ Draft and final planning-level opinion of construction costs
- ▶ Draft and final basis of design report

Subtask 3.1 Assumptions

- ▶ Geotechnical or groundwater exploration is not included.
- ▶ Up to three PC model iterations are included.
- ▶ Permitting quantities are included as part of Task 4.
- ▶ Construction specifications are not included.
- ▶ CCNRD to provide delineation of wetlands and reporting, including shapefiles for inclusion in 60% design sheets.
- ▶ CCNRD staff to provide planting zone shapefiles, and corresponding plant materials list and quantities for inclusion restoration plan sheet(s).
- ▶ Revisions to the draft design based on up to one round of stakeholder or CCNRD comments is included. CCNRD will consolidate comments from all reviewers and resolve any conflicting comments prior to NSD developing a final 60% design package.

Subtask 3.2. Meetings and Presentations

Subtask 3.2 includes time for attendance at monthly stakeholder meetings and participation and preparation for up to two stakeholder meetings.

Subtask 3.2 Deliverables

- ▶ Coordination with CCNRD staff via phone or virtual calls.
- ▶ Participation and preparation for up to two, one-hour online stakeholder meetings/presentations as scheduled by the CCNRD. These meetings will be to present materials at critical design milestones to get feedback and direction from the CCNRD and stakeholders.

Task 4. Permit development support – metrics and QAPP support

NSD will provide material quantities and geospatial files defining project elements to CCNRD staff upon request, to support permit applications, including excavation and fill quantities, and area of potential effect (APE) map to support Section 106 of the National Historic Preservation Act consultation. QAPP support will be provided by a licensed hydrogeologist in the State of WA.

NSD will assist with Quality Assurance Project Plan (QAPP) development in accordance with the Washington State Department of Ecology's guidelines, as outlined in Publication 04-03-030 (revised 2016). The QAPP will establish standards for the collection and documentation of field data consistent with the level of effort anticipated by Ecology. It will include documentation of project components and quality control procedures for monitoring Big Meadow Creek and Brush Creek. The draft QAPP will be submitted by CCNRD to NSD for review and revised as necessary before being submitted to the Department of Ecology. A final QAPP will be prepared incorporating any review comments received from Ecology. We follow industry best practices for collection and

review of scientific data and experience developing QAPPs for reach- scale assessments that include collection of multiple data types (e.g., streamflow, stream temperature, habitat and topographic survey).

Task 4 Assumptions

- ▶ One round of review on the QAPP from Department of Ecology.
- ▶ This task does not include the completion or submittal of any permit application materials.
- ▶ NSD evaluation of wetland impacts will be limited to providing quantities to CCNRD for the JARPA.
- ▶ CCNRD staff will provide wetland boundaries to NSD for calculation of construction impacts.

Task 4 Deliverables

- ▶ Draft and final QAPP documentation support.
- ▶ Quantities for permit applications.
- ▶ Area of Potential Effect map

Task 5. Project management – invoicing, monthly summary

Ryan DeKnicker will lead project scheduling, maintain adherence to the scope of work, timelines, and due dates; lead the team interaction with the CCNRD project manager; and ensure adherence to data quality assurance and controls. NSD will provide updates to CCNRD to facilitate the tracking of progress and to communicate major findings as information becomes available. NSD will produce monthly summary reports to accompany our invoicing for services completed.

Task 5 Deliverables:

- ▶ Monthly status reports, updates, and invoices.

PROJECT BUDGET AND SCHEDULE

This project budget represents our knowledge of the work already completed, best understanding of the requested project elements, and accompanying assumptions. The proposed project schedule is detailed in Table 1. For the scope of services described above, we estimate that our total fee will be completed on a time and materials basis not to exceed **\$105,744. 00**. This budget estimate is based on the scope of services outlined above and is broken out per task below in Table 2. It is our understanding that the necessary funds are available for this project and that these funds are committed to the project upon execution of this agreement.

Table 1- Project schedule

DESCRIPTION	BEGINNING DATE	ENDING DATE
Task 1. Existing Conditions Assessment	June 2025	September 2025
Task 2. 30% Design	September 2025	March 2026
Task 3. 60% Design	March 2026	August 2026
Task 4. Permit development support	June 2025	September 2026

Table 2 – Detailed scope of services

Task		Task Description										Total Hours	Labor (Billing Rate)	Expenses	Total Cost
1	Existing conditions assessment	Tim A (Senior Principal Scientist)	Nic T (Associate Principal Engineer)	Scott K (Senior Scientist)	Ryan D (Senior Scientist)	Grace B (Project Engineer)	Liza K (Staff Scientist)	Rachael D (Staff Engineer)	Melody M (Administrative Support)	Kay M (Senior Admin Support)	175	\$ 36,391.00	\$ 1,895.00	\$ 38,286.00	
2	30% design	4	5	29	31	35	12	36			152	\$ 30,924.00		\$ 30,924.00	
3	60% design	3	4	21	21	17	16	18			100	\$ 20,311.00		\$ 20,311.00	
4	Permit development support-metrics	4			4	2	39				49	\$ 8,624.00		\$ 8,624.00	
5	Project Management	3			24				6	6	39	\$ 7,599.00		\$ 7,599.00	
SubTotals		19	13	96	126	85	94	70	6	6	515	\$ 103,849.00	\$ 1,895.00	\$ 105,744.00	
														</	



CHELAN COUNTY COMMISSIONERS
DEPARTMENT OF PUBLIC WORKS ISSUES

June 17, 2025

9:30 A.M. PUBLIC WORKS AGENDA
 Public Works Director/County Engineer Eric Pierson

DISCUSSION ITEMS:

1. Supplement No. 1 to Agreement No. 2025-01 with KPFF for Chiwawa River Bridge Replacement Project, County Road Project 750 (CRP 750)
2. Local Agency Agreement Supplement for Countywide Barrier Terminals – 2025 Project, County Road Project 751 (CRP 751)
3. Local Agency Project Prospectus for Countywide Barrier Terminals – 2025 Project, County Road Project 751 (CRP 751)
4. Malaga Water District Franchise Renewal-Revised Map within Three Lakes
5. Event Permit – Lake Chelan Rotary Club Cycle Chelan 2025
6. Event Permit – Manson Hydrofest
7. Open Item

ACTION ITEMS:

1. Approve Supplement No. 1 to Agreement No. 2025-01 with KPFF for Chiwawa River Bridge Replacement Project, County Road Project 750 (CRP 750)
2. Approve Local Agency Agreement Supplement for Countywide Barrier Terminals – 2025 Project, County Road Project 751 (CRP 751)
3. Approve Local Agency Project Prospectus for Countywide Barrier Terminals – 2025 Project, County Road Project 751 (CRP 751)

10:00 A.M. Flood Control Zone District
 District Administrator Eric Pierson


**Washington State
Department of Transportation**

Supplemental Agreement Number <u>1</u>		Organization and Address	
Original Agreement Number 2025-01		KPFF 1601 Fifth Avenue, Suite 1600 Seattle, WA 98101 Phone: 206-622-5822	
Project Number CRP750	Execution Date 1/21/25	Completion Date 12/31/26	
Project Title CRP750 - Chiwawa River Bridge Replacement	New Maximum Amount Payable \$692,356.20		
Description of Work Refer to Agreement 2025-01 for the description of work. The purpose of this supplement is to add preparation and delivery of a draft and final biological assessment for USFWS species as part of task 6.2 of the Original Agreement and remove preparation and delivery of a No Effect Letter from Task 6.2 of the Original Agreement. This supplement also revises the reimbursable mileage rate of the Agreement to perpetually be consistent with the Federal approved rate.			

The Local Agency of Chelan County

desires to supplement the agreement entered in to with KPFF

and executed on 1/21/25 and identified as Agreement No. 2025-01

All provisions in the basic agreement remain in effect except as expressly modified by this supplement.

The changes to the agreement are described as follows:

I

Section 1, SCOPE OF WORK, is hereby changed to read:

Scope of Work for the Original Agreement shall remain in effect with Task 6.2 revised per the attached Supplement No. 1 Exhibit A-1.

II

Section IV, TIME FOR BEGINNING AND COMPLETION, is amended to change the number of calendar days for completion of the work to read: Time for beginning and completion is per Original Agreement 2025-01.

III

Section V, PAYMENT, shall be amended as follows:

Refer to the attached Supplement No. 1 Section V document as well as the Exhibit E-1 Consultant Fee Summary and Cost Computations.

as set forth in the attached Exhibit A, and by this reference made a part of this supplement.

If you concur with this supplement and agree to the changes as stated above, please sign in the Appropriate spaces below and return to this office for final action.

By: KPFF Inc.

By: See Supplemental Signature Page

DocuSigned by:

Aaron Olson

0BBA1945AD204D9...

Consultant Signature

Approving Authority Signature

Date

SUPPLEMENTAL SIGNATURE PAGE
STANDARD CONSULTANT AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____, 2025
between the Board of Chelan County Commissioners, hereinafter called the “AGENCY”,
and KPFF, Inc. hereinafter called the “CONSULTANT”. In witness where, the parties
hereto have executed this AGREEMENT as of the day and year first above written.

**BOARD OF CHELAN COUNTY
COMMISSIONERS**

SHON SMITH, Chairman

KEVIN OVERBAY, Commissioner

BRAD HAWKINS, Commissioner

ATTEST: ANABEL TORRES

Clerk of the Board

Approved As To Form:

STEWART R. SMITH
Deputy Prosecuting Attorney

Dated: _____

Exhibit “A”
Summary of Payments

	Basic Agreement	Supplement #1	Total
Direct Salary Cost			
Overhead (Including Payroll Additives)			
Direct Non-Salary Costs			
Fixed Fee			
Total	\$675,795.00	\$16,561.20	\$692,356.20

Exhibit A-1 Supplement 01 Scope of Work

CRP750: Chiwawa River Bridge Replacement Supplement 1 – Additional ESA Support

PROJECT DESCRIPTION

Refer to Agreement 2025-01 for the description of work.

SUPPLEMENT DESCRIPTION

This supplement replaces Task 6.2 of the original agreement to include expanded scope for ESA support as shown below. The associated fee included with this supplement replaces the fee included in the base contract.

TASK 6.2 – ENDANGERED SPECIES ACT COMPLIANCE

For species under National Marine Fisheries (NMFS) Service jurisdiction, Chelan County will obtain coverage under the Regional Road Maintenance ESA 4(d) Program. For species under United States Fish and Wildlife Service (USFWS) jurisdiction, Clearway will prepare a biological assessment since the 4(d) program does not cover USFWS species. The project will not infiltrate 100% of stormwater and will discharge stormwater to the Chiwawa River. Informal consultation is anticipated to be required. The biological assessment development and formal consultation processes will require multiple reviews including by the County, WSDOT, FHWA, and USFWS.

Assumptions

- No in-water work will be required
- Best management practices will be incorporated into project design as needed to avoid impacts from over-water work and illumination over water. Sufficient stormwater information will be provided to support impact analysis and informal consultation.
- Chelan County is responsible for obtaining coverage under the Regional Road Maintenance ESA 4(d) program.

Deliverables

- Draft and Final Biological Assessment for USFWS species

This fee estimate for Task 6.2 in the original agreement was \$9,454.70. The fee estimate for the replaced Task 6.2 is \$26,015.90. The resulting net increase in the contract value for this supplement is \$16,561.20.

Exhibit E-1

Clearway Environmental

**Consultant Fee Summary for Revised Task 6.2
Cost Plus Fixed Fee Consultant Agreement**

Chiwawa River Bridge Replacement - Supplement 01

Classification	Direct Hourly Rate	Total Hours	X =	Cost
Principal Env. Scientist/Planner	\$ 81.11	20.00	X =	\$ 1,622.20
Senior Env. Scientist/Planner	\$ 62.49	100.00	X =	\$ 6,249.00
Staff 3 Env. Scientist/Planner	\$ 40.43	40.00	X =	\$ 1,617.20
Staff 2 Env. Scientist/Planner	\$ 37.31	16.00	X =	\$ 596.96
Staff 1 Env. Scientist/Planner	\$ 33.38	0.00	X =	\$ -
Project Assistant	\$ 26.75	12.00	X =	\$ 321.00
				<u>\$ 10,406.36</u>
Overhead (OH) Cost				
OH Rate x DSC of	120.00%	X	\$ 10,406.36	<u>\$ 12,487.63</u>
Fixed Fee (FF)				
FF Rate	30.00%	X	\$ 10,406.36	<u>\$ 3,121.91</u>
			Total Labor Cost	<u><u>\$26,015.90</u></u>
Reimbursables				
Mileage	(400 Miles x \$0.67/mile)			
Airfare	(Allowance)			\$ -
Per Diem	(Hotel + Meals @ \$178.00 x 4			
Subcontract	(Sub Name & Task)			\$ -
Subtotal				<u>\$ -</u>
GRAND TOTAL:				\$26,015.90

June 3, 2025								[ABBR]
Chiwawa River Bridge Replacement - Supplement 01		Principal Env. Scientist/Planner	Senior Env. Scientist/Planner	Staff 3 Env. Scientist/Planner	Staff 2 Env. Scientist/Planner	Staff 1 Env. Scientist/Planner	Project Assistant	Multiplier
Item	SCOPE OF WORK	\$81.11	\$62.49	\$40.43	\$37.31	\$33.38	\$26.75	2.5000
6	ENVIRONMENTAL PERMITTING (CLEARWAY)							
6.2	Endangered Species Act Compliance	20	100	40	16			\$25,213
Labor Subtotal:		20	100	40	16	0	0	\$25,213
Reimbursables:								
Labor Subtotal:		0	0	0	0	0	0	\$0
Reimbursables:								
Labor Sum:		20	100	40	16	0	12	\$26,016
Reimbursable Sum:								\$0
								\$26,016



**Washington State
Department of Transportation**

Transportation Building
310 Maple Park Avenue S.E.
P.O. Box 47300
Olympia, WA 98504-7300
360-705-7000
TTY: 1-800-833-6388
www.wsdot.wa.gov

September 26, 2024

Chad Durand, Owner
Clearway Environment, LLC
5002 13th Ave S
Seattle, WA 98108-2307

Re: Clearway Environmental, LLC
Safe Harbor Indirect Cost Rate Extension

Dear Chad:

Washington State has received approval from our local Federal Highway Administration (FHWA) Division to continue administering the "safe harbor" indirect cost rate program on engineering and design related service contracts, as well as for Local Public Agency projects.

We completed our risk assessment for Clearway Environmental, LLC in July 2021. Our assessment was conducted based on the documentation provided by the firm. The reviewed data included, but was not limited to, a description of the company, basis of accounting, accounting system and the basis of indirect costs. Based on our review, we found the firm eligible to use the Safe Harbor rate. Clearway Environmental opted to use the Safe Harbor rate, rather than provide a FAR-compliant rate.

Based on further review and discussion with the firm, we are issuing an extension of the Safe Harbor Indirect Cost Rate of 120% of direct labor with a field rate, where applicable, of 90% of direct labor for Clearway Environmental.

Clearway Environment agreed to improve Internal Controls and timekeeping processes to be able to develop an Indirect Cost Rate Schedule in the future in accordance with the Federal Acquisition Regulations (FAR), Subpart 31. The WSDOT Internal Audit Office has provided guidance and information related to FARs and the AASHTO Audit Guide. You may use the Safe Harbor Rate of 120%, or 90% for field office situations, for agreements entered prior to June 30, 2025. For agreements entered after this date, please contact the WSDOT Consultant Services Office (CSO) or our office for guidance.

The Safe Harbor Rate will not be subject to audit. Please coordinate with CSO or your Local Programs contact if you have questions about when to apply the Safe Harbor rate to your agreement.

If you have any questions, please contact Steve McKerney or me at (360)705-7799.

Sincerely,

A handwritten signature in black ink that reads "Jarron Elter".

Jarron Elter
Agreement Compliance Audit Manager

cc: Steve McKerney, Director of Internal Audit
Maryna Ya
File

SUPPLEMENT No. 1

Section V, PAYMENT, shall be amended as follows:

The increase in scope for Task 6.2 has increased the Original Agreement maximum amount payable by \$16,561.20. The new maximum amount payable is \$692,356.20.

Reimbursable Mileage Rates, for all consultants under Agreement 2025-01 and its supplement(s), shall be revised as follows:

The maximum reimbursable mileage rate shall be no greater than the Federal Approved mileage rate at the time the reimbursable travel occurred. Increase(s) or decrease(s) to the Federal Approved mileage rate shall not increase or decrease the Agreement maximum amount payable.



Agency Chelan County		Supplement Number 1
Project Number HSIP-000S(692)	Agreement Number LA10876	ALN. 20.205 - Highway Planning and Construction

All provisions in the basic agreement remain in effect except as modified by this supplement.

The Local Agency certifies that it is not excluded from receiving Federal funds by a Federal suspension or debarment (2 CFR Part 180). Additional changes to the agreement are as follows:

Project Description

Name Countywide Barrier Terminals - 2025

Length Countywide

Termini Countywide

Description of Work ✓ No Change

Reason for Supplement

Obligation of Construction Funds

Indirect Cost Rate ☐ Yes ☒ No

Project Agreement End Date 12/31/28

Advertisement Date 6/24/25

Type of Work		Estimate of Funding				
		(1) Previous Agreement/Suppl.	(2) Supplement	(3) Estimated Total Project Funds	(4) Estimated Agency Funds	(5) Estimated Federal Funds
PE 100 %	a. Agency	44,500.00		44,500.00		44,500.00
	b. Other			0.00		
Federal Aid Participation Ratio(s) for PE	c. Other			0.00		
	d. State Services	500.00		500.00		500.00
	e. Total PE Cost Estimate	45,000.00	0.00	45,000.00	0.00	45,000.00
Right of Way %	f. Agency			0.00		
	g. Other			0.00		
Federal Aid Participation Ratio(s) for RW	h. Other			0.00		
	i. State Services			0.00		
	j. Total R/W Cost Estimate	0.00	0.00	0.00	0.00	0.00
Construction 100 %	k. Contract		470,500.00	470,500.00		470,500.00
	l. Other			0.00		
Federal Aid Participation Ratio(s) for CN	m. Other			0.00		
	n. Other			0.00		
	o. Agency		44,000.00	44,000.00		44,000.00
	p. State Services		3,000.00	3,000.00		3,000.00
	q. Total CN Cost Estimate	0.00	517,500.00	517,500.00	0.00	517,500.00
	r. Total Project Cost Estimate	45,000.00	517,500.00	562,500.00	0.00	562,500.00

The Local Agency further stipulates that pursuant to said Title 23, regulations and policies and procedures, and as a condition to payment of the Federal funds obligated, it accepts and will comply with the applicable provisions.

Agency Official

Washington State Department of Transportation

By
Title *Chair person*
Agency Date

By
Director, Local Programs
Date Executed

Agency Chelan County		Supplement Number 1
Project Number HSIP-000S(692)	Agreement Number LA10876	ALN 20.205 - Highway Planning and Construction

VI. Payment and Partial Reimbursement

The total cost of the project, including all review and engineering costs and other expenses of the State, is to be paid by the Agency and by the Federal Government. Federal funding shall be in accordance with the Federal Transportation Act, as amended, 2 CFR Part 200. The State shall not be ultimately responsible for any of the costs of the project. The Agency shall be ultimately responsible for all costs associated with the project which are not reimbursed by the Federal Government. Nothing in this agreement shall be construed as a promise by the State as to the amount or nature of federal participation in this project.

The Agency shall bill the state for federal aid project costs incurred in conformity with applicable federal and state laws. The agency shall minimize the time elapsed between receipt of federal aid funds and subsequent payment of incurred costs. Expenditures by the Local Agency for maintenance, general administration, supervision, and other overhead shall not be eligible for federal participation unless a current indirect cost plan has been prepared in accordance with the regulations outlined in 2 CFR Part 200 - Uniform Admin. Requirements, Cost Principles and Audit Requirements for Federal Awards, and retained for audit.

The State will pay for State incurred costs on the project. Following payment, the State shall bill the Federal Government for reimbursement of those costs eligible for federal participation to the extent that such costs are attributable and properly allocable to this project. The State shall bill the Agency for that portion of State costs which were not reimbursed by the Federal Government (see Section IX).

VII. Audit of Federal Consultant Contracts

The Agency, if services of a consultant are required, shall be responsible for audit of the consultant's records to determine eligible federal aid costs on the project. The report of said audit shall be in the Agency's files and made available to the State and the Federal Government.

An audit shall be conducted by the WSDOT Internal Audit Office in accordance with generally accepted governmental auditing standards as issued by the United States General Accounting Office by the Comptroller General of the United States; WSDOT Manual M 27-50, Consultant Authorization, Selection, and Agreement Administration; memoranda of understanding between WSDOT and FHWA; and 2 CFR Part 200.501 - Audit Requirements.

If upon audit it is found that overpayment or participation of federal money in ineligible items of cost has occurred, the Agency shall reimburse the State for the amount of such overpayment or excess participation.

IX. Payment of Billing

The Agency agrees that if payment or arrangement for payment of any of the State's billing relative to the project (e.g., State force work, project cancellation, overpayment, cost ineligible for federal participation, etc.) is not made to the State within 45 days after the Agency has been billed, the State shall effect reimbursement of the total sum due from the regular monthly fuel tax allotments to the Agency from the Motor Vehicle Fund. No additional Federal project funding will be approved until full payment is received unless otherwise directed by the Director, Local Programs.

Project Agreement End Date - This date is based on your projects Period of Performance (2 CFR Part 200.309).

Any costs incurred after the Project Agreement End Date are NOT eligible for federal reimbursement. All eligible costs incurred prior to the Project Agreement End Date must be submitted for reimbursement within 90 days after the Project Agreement End Date or they become ineligible for federal reimbursement.

VIII. Single Audit Act

The Agency, as a subrecipient of federal funds, shall adhere to the federal regulations outlined in 2 CFR Part 200.501 as well as all applicable federal and state statutes and regulations. A subrecipient who expends \$1,000,000 or more in federal awards from all sources during a given fiscal year shall have a single or program-specific audit performed for that year in accordance with the provisions of 2 CFR Part 200.501. Upon conclusion of the audit, the Agency shall be responsible for ensuring that a copy of the report is transmitted promptly to the State.

XVII. Assurances

Local Agencies receiving Federal funding from the USDOT or its operating administrations (i.e., Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration) are required to submit a written policy statement, signed by the Agency Executive and addressed to the State, documenting that all programs, activities and services will be conducted in compliance with Section 504 and the Americans with Disabilities Act (ADA).

Instructions

1. **Agency** – Enter the agency name as entered on the original agreement.
2. **Supplemental Number** – Enter the number of the supplement. Supplement numbers will be assigned in sequence beginning with Number 1 for the first supplement.
3. **Project Number** – Enter the federal aid project number assigned by WSDOT on the original agreement.
4. **Agreement Number** – Enter the agreement number assigned by WSDOT on the original agreement.
5. **Project Description** – Enter the project name, length, and termini.
6. **Description of Work** – Clearly describe if there is a change in work such as the addition or deletion of work elements and/or changes to the termini. If the work has not changed, put a check mark in the “No Change” box.
7. **Reason for Supplement** – Enter the reason for this supplement, i.e., increase PE funding to cover design changes presented in the revised prospectus; request funding of construction phase; decrease construction funding to the contract bid amount. If the supplement is authorizing a construction phase, the project's proposed advertisement date must be included in the space provided.
8. **Indirect Cost Rate** – Check the Yes box if the agency will be claiming indirect costs on the project. For those projects claiming indirect costs, supporting documentation that clearly shows the indirect cost rate being utilized must be provided with the supplement. Indirect cost rate approval by your cognizant agency or through your agency's self-certification and supporting documentation is required to be available for review by FHWA, WSDOT and /or State Auditor. Check the No box if the agency will not be claiming indirect costs on the project. See Section 23.5 for additional guidance.
9. **Project Agreement End Date** – Enter your previously established Project Agreement End Date. If authorizing a new phase of the project, update the Project Agreement End Date based on the following guidance:
 - a. **For PE and RW** – WSDOT recommends agencies estimate when the phase will be completed and add three years to determine the “Project Agreement End Date”.
 - b. **For Construction** – WSDOT recommends agencies estimate when construction will be completed and add three years to determine the “Project Agreement End Date”.
 - c. If an extension to a Project Agreement End Date is required between phase authorizations, the need for the extension must be described in the Reason for Supplement. Adequate justification to approve the extension must be submitted with the supplement. See Section 22.3 for additional guidance.
10. **Advertisement Date** - At construction authorization only, enter the proposed project advertisement date (mm/dd/yy).
11. **Type of Work and Funding (Round all amounts to the nearest whole dollar).**
 - a. **Column 1** – Enter the amounts from column 1 of the original local agency agreement. If the agreement has already been supplemented, enter the amounts by type of work from column 3 of the last supplemental agreement.
 - b. **Column 2** – Enter increase/decrease to total amounts requested by type of work.
 - c. **Column 3** – Add the amounts in columns 1 and 2.
 - d. **Columns 4 and 5** – Enter the appropriate amounts based on the participation ratio recorded on the original agreement.
 - e. **State Services** – All authorized phases must have funding for state services. Enter the estimated amounts in columns 1 through 5 as described above.
12. **Signatures** – An authorized official of the local agency signs the Supplemental Agreement and enters their title and date of signature (mm/dd/yy). **Note:** Do NOT enter a date on the Date Executed line.



Local Agency Federal Aid Project Prospectus

	Prefix	Route	()	Date	3/24/2025
Federal Aid Project Number	HSIP	000S	692	DUNS Number	010203651
Local Agency Project Number	CRP751	(WSDOT Use Only)		Federal Employer Tax ID Number	916001297

Agency Chelan County		CA Agency <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Federal Program Title <input checked="" type="checkbox"/> 20.205 <input type="checkbox"/> Other		
Project Title Countywide Barrier Terminals - 2025		Start Latitude N See attached End Latitude N See attached		Start Longitude W See attached End Longitude W See attached	
Project Termini From-To Countywide		Nearest City Name Leavenworth			Project Zip Code (+4) 98826-9285
Begin Mile Post Varies	End Mile Post Varies	Length of Project Countywide		Award Type <input checked="" type="checkbox"/> Local <input type="checkbox"/> Local Forces <input type="checkbox"/> State <input type="checkbox"/> Railroad	
Route ID Varies	Begin Mile Point Varies	End Mile Point Varies	City Number NA	County Number 04	County Name Chelan
WSDOT Region North Central Region	Legislative District(s) 12		Congressional District(s) 8		Urban Area Number NA

Phase	Total Estimated Cost (Nearest Hundred Dollar)	Local Agency Funding (Nearest Hundred Dollar)	Federal Funds (Nearest Hundred Dollar)	Phase Start Date	
P.E.	45000		45000	Month 4	Year 2024
R/W					
Const.	517500		517500	6	2025
Total	562500		562500		

Description of Existing Facility (Existing Design and Present Condition)

Roadway Width Varies	Number of Lanes Varies
-------------------------	---------------------------

The County's Road Safety Plan identifies the most common types of crashes and contributing factors providing a basis for determining a systemic prioritization of roadways that would benefit from low cost improvements.

Description of Proposed Work

Description of Proposed Work (Attach additional sheet(s) if necessary)

Upgrading existing non-crashworthy barrier terminals with crash-worthy terminals throughout the county.

Local Agency Contact Person Shaun Honeycutt		Title Staff Engineer		Phone 509-667-6639	
Mailing Address 316 Washington St Suite 402			City Wenatchee	State WA	Zip Code 98801
Project Prospectus	By _____ Approving Authority				
	Title				Date

Agency Chelan County	Project Title Countywide Barrier Terminals - 2025	Date 3/24/2025
-------------------------	--	-------------------

Type of Proposed Work

Project Type (Check all that Apply)			Roadway Width Varies	Number of Lanes Varies
<input type="checkbox"/> New Construction	<input type="checkbox"/> Path / Trail	<input type="checkbox"/> 3-R		
<input type="checkbox"/> Reconstruction	<input type="checkbox"/> Pedestrian / Facilities	<input type="checkbox"/> 2-R		
<input type="checkbox"/> Railroad	<input type="checkbox"/> Parking	<input checked="" type="checkbox"/> Other		
<input type="checkbox"/> Bridge				

Geometric Design Data

Description	Through Route	Crossroad
Federal Functional Classification	<input type="checkbox"/> Principal Arterial	<input checked="" type="checkbox"/> Principal Arterial
	<input checked="" type="checkbox"/> Minor Arterial	<input checked="" type="checkbox"/> Minor Arterial
	<input type="checkbox"/> Collector	<input type="checkbox"/> Collector
	<input checked="" type="checkbox"/> Major Collector	<input checked="" type="checkbox"/> Major Collector
	<input checked="" type="checkbox"/> Minor Collector	<input checked="" type="checkbox"/> Minor Collector
	<input type="checkbox"/> Local Access	<input checked="" type="checkbox"/> Local Access
Terrain	<input checked="" type="checkbox"/> Flat <input checked="" type="checkbox"/> Roll <input checked="" type="checkbox"/> Mountain	<input checked="" type="checkbox"/> Flat <input checked="" type="checkbox"/> Roll <input checked="" type="checkbox"/> Mountain
Posted Speed	Varies	NA
Design Speed	Posted Speed	NA
Existing ADT	NA	NA
Design Year ADT	NA	NA
Design Year	2024	2024
Design Hourly Volume (DHV)	NA	NA

Performance of Work

Preliminary Engineering Will Be Performed By Agency	Others %	Agency 100 %
Construction Will Be Performed By Contractor	Contract 100 %	Agency %

Environmental Classification

<input type="checkbox"/> Class I - Environmental Impact Statement (EIS)	<input checked="" type="checkbox"/> Class II - Categorically Excluded (CE)
<input type="checkbox"/> Project Involves NEPA/SEPA Section 404 Interagency Agreement	<input checked="" type="checkbox"/> Projects Requiring Documentation (Documented CE)
<input type="checkbox"/> Class III - Environmental Assessment (EA)	
<input type="checkbox"/> Project Involves NEPA/SEPA Section 404 Interagency Agreements	

Environmental Considerations

NEPA CE approved 10/3/2024.

Agency Chelan County	Project Title Countywide Barrier Terminals - 2025	Date 3/24/2025
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Right of Way

<input checked="" type="checkbox"/> No Right of Way Needed * All construction required by the contract can be accomplished within the existing right of way.	<input type="checkbox"/> Right of Way Needed <input type="checkbox"/> No Relocation <input type="checkbox"/> Relocation Required
---	---

Utilities

<input type="checkbox"/> No utility work required <input type="checkbox"/> All utility work will be completed prior to the start of the construction contract <input checked="" type="checkbox"/> All utility work will be completed in coordination with the construction contract

Railroad

<input checked="" type="checkbox"/> No railroad work required <input type="checkbox"/> All railroad work will be completed prior to the start of the construction contract <input type="checkbox"/> All the railroad work will be completed in coordination with the construction contract
--

Description of Utility Relocation or Adjustments and Existing Major Structures Involved in the Project

Relocation of existing buried telephone lines may be required. All utilities are under either a Chelan County Franchise or Statewide Franchise agreement which requires the Utility Owner to relocate at their own expense.

FAA Involvement

Is any airport located within 3.2 kilometers (2 miles) of the proposed project? ☒ Yes ☐ No

Remarks

The project includes multiple roads within Chelan County. The sections of project that are located within 2 miles of an airport are as follows:

Malaga-Alcoa Highway (MP 0.56 to 10.20): Pangborn Memorial Airport;
 Beaver Valley Rd (MP 15.80 to 18.93): Lake Wenatchee State Airport;
 Lake Wenatchee Hwy (MP 0.00 to 5.33): Lake Wenatchee State Airport;
 Apple Acres Rd (MP 0.55 to 6.62): Lake Chelan Airport.

The project will not impact access, operations, or flight patterns of any airports.

This project has been reviewed by the legislative body of the administration agency or agencies, or it's designee, and is not inconsistent with the agency's comprehensive plan for community development.

Agency _____
 Date _____ By Shon Smith Mayor/Chairperson



RH2 ENGINEERING
East Wenatchee

300 Simon Street SE, Suite 5
East Wenatchee, WA 98802
1.800.720.8052 / rh2.com

June 4, 2025

Josh Patrick, PE
Assistant Director
Chelan County Public Works
316 Washington Street, Suite 402
Wenatchee, WA 98801

Sent via: *Email*

Subject: Malaga Water District / Chelan County Franchise Renewal

Dear Josh:

We are writing on behalf of the Malaga Water District (MWD). We know you are working on a new MWD Franchise as the current 30-year Franchise appears to expire this month.

MWD may have already provided the County suggested changes to the Franchise, which this letter does not address. This letter only concerns your request for additional explanation of MWD's request to remove, or adjust, the exclusion of the Three Lakes area.

MWD proposes installing an 8-inch diameter water main generally as shown on the attached exhibit. This main is needed to preserve and improve water system functionality following construction of other significant water system improvements being funded by the Chelan Douglas Regional Port Authority (Port) and Microsoft (MSFT). Specifically, the water main will address the following issues.

1. **Preserve Fire Flow:** Fire flow capacity along the west section of West Malaga Road currently ranges between 1,000 gpm and 1,500 gpm. The other Port/MSFT improvements will reduce this to about 900 gpm. The proposed water main will bring capacity back up to at least 1,100 gpm.
2. **Preserve Circulation:** The other Port/MSFT improvements will disconnect what is currently a continuous water main loop around West Malaga Road and the Highway, causing potential stagnant water and related water quality problems. This project will reestablish the loop and water circulation.

**WASHINGTON
LOCATIONS**

Bellingham
Bothell (Corporate)
East Wenatchee
Issaquah
Richland
Tacoma

**OREGON
LOCATIONS**

Medford
Portland

**IDAHO
LOCATIONS**

Nampa



3. The project will add an east-west water main, minimizing the number of customers impacted should one of the existing mains have to be shut down for repairs.
4. The project will allow service to properties within the MWD service area that are currently too far from a MWD water main to obtain service.
5. Conarty Road is the only public corridor that at least partially traverses an extensive area of private property between West Malaga Road and the highway.

Conarty Road directly abuts the MWD water service area along most of its length.

We have met twice with Three Lakes Water District (TLWD) to discuss any concerns they may have. Their primary concern was if construction could cause a blow-out of their water mains due to the narrow working corridor. We developed a conceptual water main plan (attached) and showed that we expect to get no closer than about 12 feet parallel from their water main and would maintain 12-inches clear vertical at crossings whenever practical (the exhibit shows 8-inches). They were satisfied with these conditions.

The MWD will not provide water service to any customers in the TLWD, nor is allowed to do so per State water service area regulations unless both water purveyors agree to such in writing.

The MWD requests that the Three Lakes area or, at a minimum, the entirety of the Conarty Road right of way be included in the Franchise to allow installation and use of a water main to improve the water system performance and provide service to adjacent customers in the MWD water service area.

If you have any, please call me at (509) 679-9144 or via email at rpeterson@rh2.com.

Sincerely,

A handwritten signature in blue ink, appearing to read 'RP', with a long horizontal flourish extending to the right.

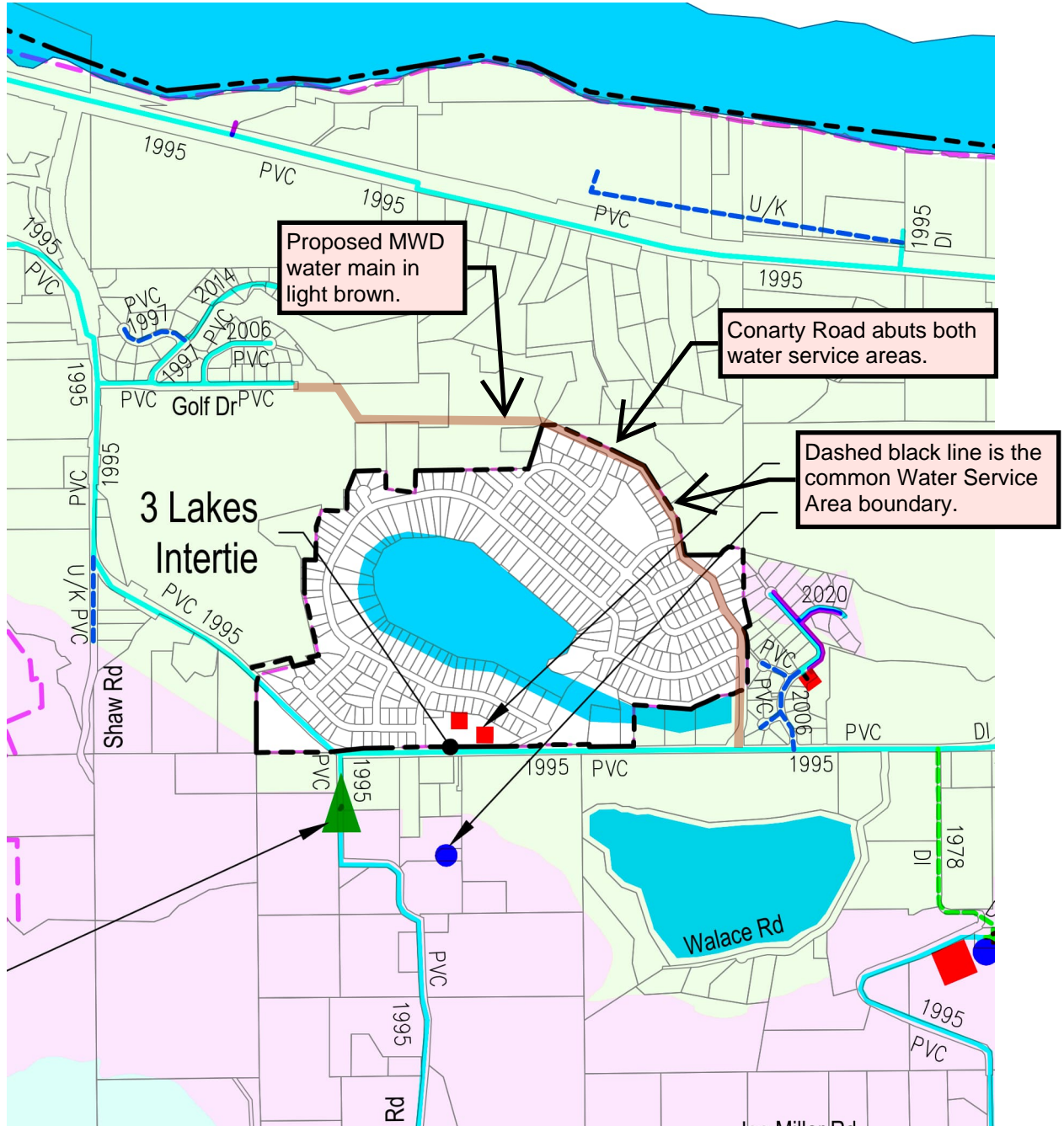
Ryan Peterson, PE
RH2 Engineering
Engineer for the Malaga Water District

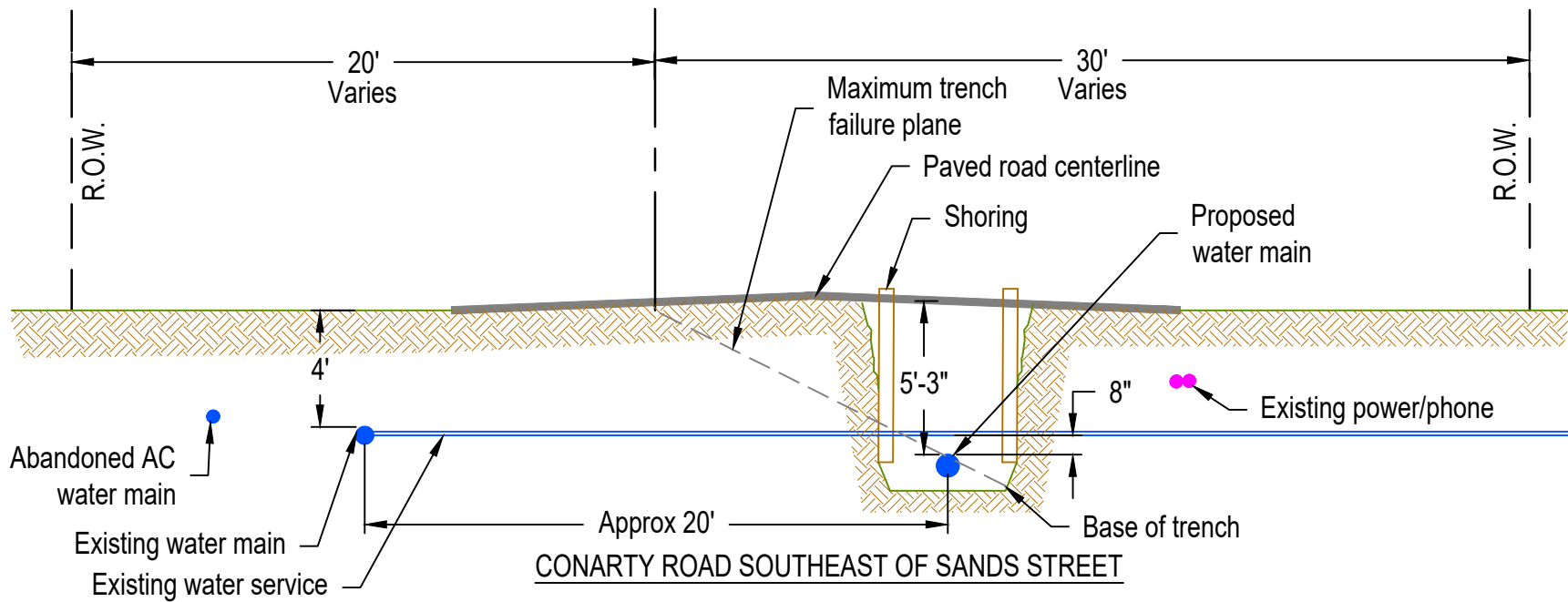
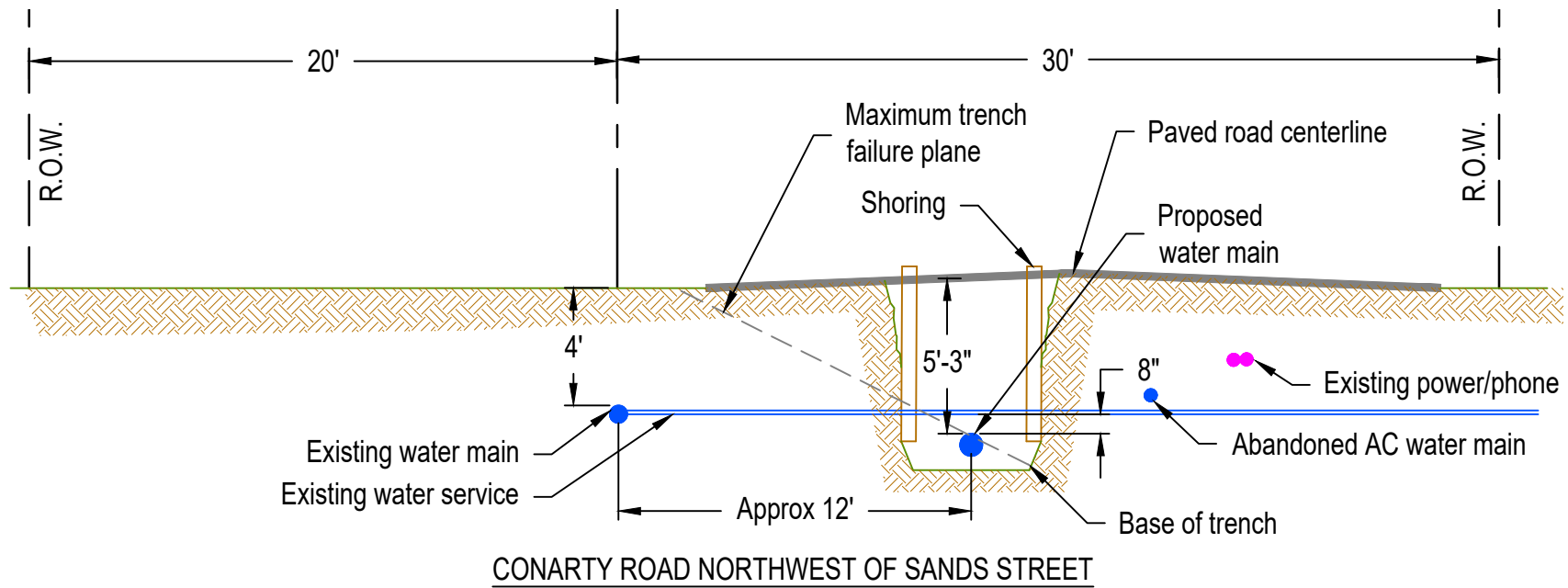
Enclosures:

Overview Exhibit

Conceptual Conarty Road Water Main Layout.

Malaga Water District and Three
Lakes Water District
Water Service Areas

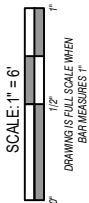


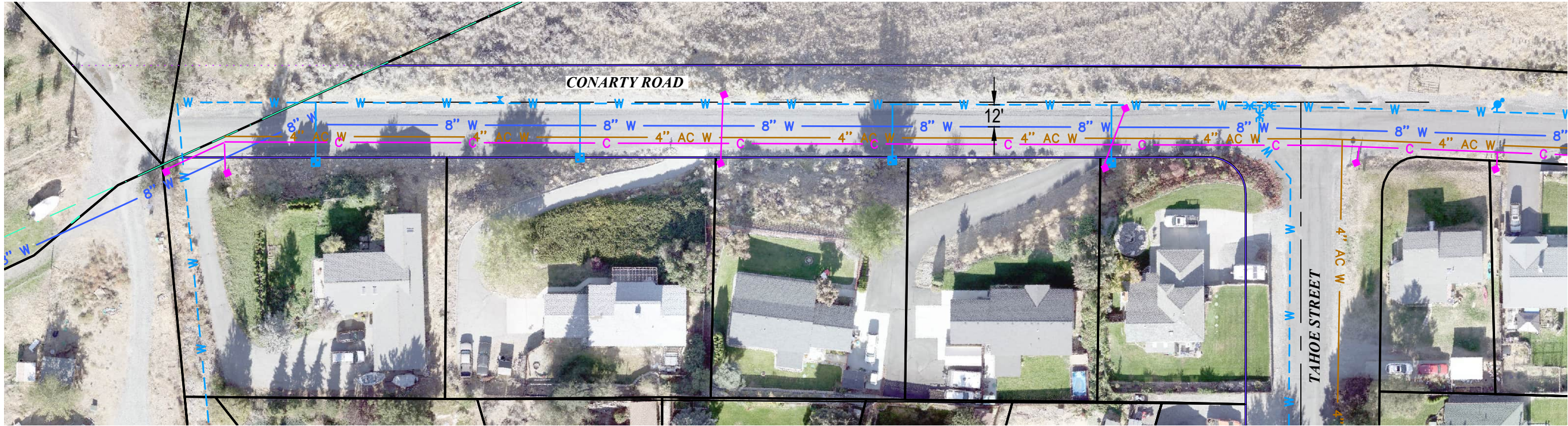


PROPOSED TRENCH SECTIONS

PRELIMINARY

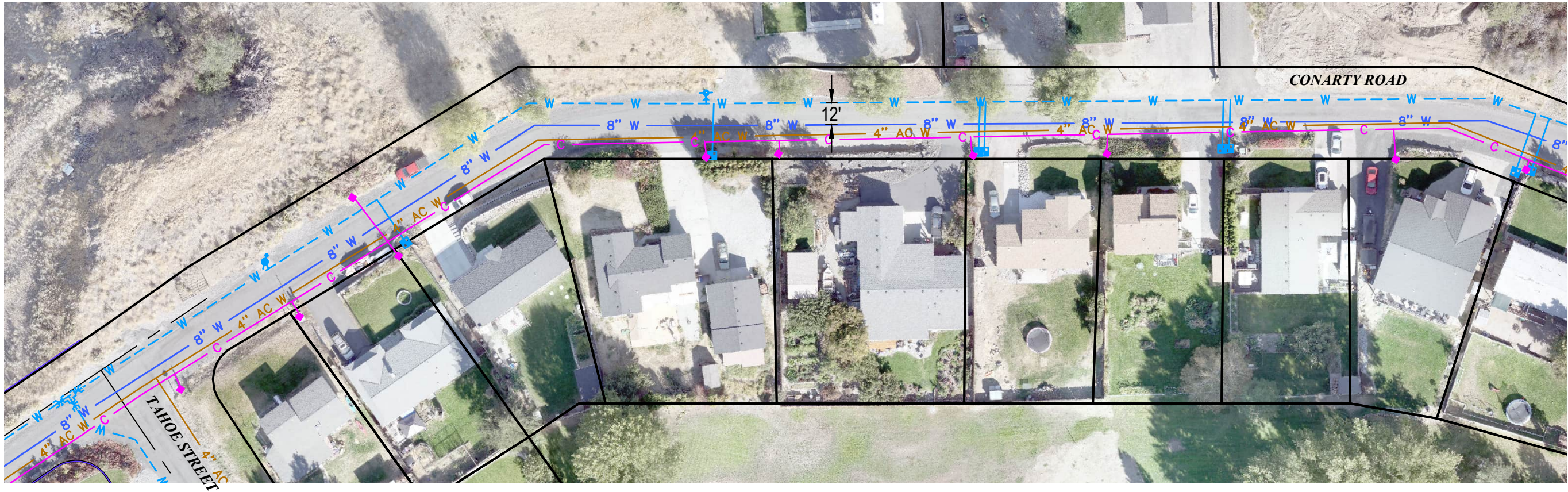
CONARTY ROAD WATER MAIN





Existing utilities are shown based on visible facilities on an aerial photo and records provided by Three Lakes. A utility locate has not yet been conducted.

- W — Three Lakes Existing Water Main
- 4" AC W — Abandoned Water Main
- C — Existing Underground Conduit (power/phone)
- 8" W — Proposed Malaga Water District Water Main



PRELIMINARY

CONARTY ROAD - NORTHWEST

Regional Port Authority

REVISIONS			
NO.	DATE	DESCRIPTION	BY

ENGINEER: ###

REVIEWED: ###

CLIENT: ###

FILENAME: MAL-E-CONARTY.DWG

SAVE DATE: Mar 5, 2025

PLOT DATE: Mar 5, 2025

JOB NO.: ###

SCALE: 1" = 60'

DRAWING IS FULL SCALE WHEN BAR MEASURES 2"

DWG NO.: ###

SHEET NO.: ###



CHELAN COUNTY

DEPARTMENT OF PUBLIC WORKS
316 WASHINGTON STREET
SUITE 402
WENATCHEE, WASHINGTON 98801
TELEPHONE (509) 667-6415

Eric P. Pierson, PE
DIRECTOR/COUNTY ENGINEER

June 11, 2025

Bob Hargedon
Lake Chelan Rotary Club Cycle Chelan 2025
PO Box 601
Chelan, WA 98816

RE: Lake Chelan Rotary Club Cycle Chelan 2025

Dear Mr. Hargedon:

Attached you will find a copy of the fully executed Event Permit for Lake Chelan Rotary Club Cycle Chelan 2025 Bike Ride that is happening on June 21, 2025 which was approved by the Sheriff's office and our department.

If you have any questions please give me a call at 509.667.6415.

Sincerely,

Jamie Parkins
Business Assistant-Administration

Attachments: Copy of Permit

RECEIVED

MAY 14 2025

CHELAN COUNTY
PUBLIC WORKS

EVE 25-009



CHELAN COUNTY

DEPARTMENT OF PUBLIC WORKS

316 WASHINGTON STREET

SUITE 402

WENATCHEE, WASHINGTON 98801

TELEPHONE (509) 667-6415

ERIC PIERSON, PE

DIRECTOR/COUNTY ENGINEER

EVENTS PERMIT

APPLICATION FOR EVENT OR ACTIVITY IN CHELAN COUNTY RIGHT-OF-WAY FEE: \$250

Permit must be received by Chelan County Public Works Department ONE (1) MONTH in advance of the event/activity date

APPLICANT INFORMATION		
Applicant (Print full name): Lake Chelan Rotary Club Cycle Chelan 2025		
Address: PO Box 601		
City: Chelan	State: WA	Zip: 98816
Phone No: 509.860.2590	Email: coronpolley@yahoo.com	
ORGANIZER'S INFORMATION		
Organizer's True Name: Rotary Club of Lake Chelan		
Address: PO Box 601		
City: Chelan	State: WA	Zip: 98816
Phone No:	Email:	
UBI Number: 6026644954		
NAME OF EVENT/ACTIVITY CONTACT: Contacts must be on site during event in case they are needed by emergency responders		
Name (Print): Bob Hargedon		
Email: bobhargadon1@gmail.com		
Cell Phone Number: 425.495.2165		
Alternate Contact Person: Contacts must be on site during event in case they are needed by emergency responders		
Organizer's True Name: Coron Polley		
Email: coronpolley@yahoo.com		
Cell Phone Number: 509.860.2590		

EVENT INFORMATION
Name of Event/Activity: Bicycle Ride
Type/Description of Event/Activity: Various bicycle loops in the Chelan Valley
Date(s) of Proposed Event/Activity: 6/21/2025
Times for Proposed Event/Activity: 7am to 5pm

Describe proposed route on county right-of-way, including start and end points, assembling points, and parking (please submit a map illustrating the route and other pertinent information):

Metric Century- North and South Shores, Boyd Road, Manson Lakes (Map attached)

Cycle Di Vino- North and South Shores, Manson Lakes (Map attached)

Lake Loop- North and South Shore, Manson Lakes (Map attached)

Estimated number of people, vehicles, and/or animals expected to participate or be included in the event/activity (please provide detailed information):

Cyclist Estimate= 500

Animals=0

Vehicles on road for assistance to riders=12

Proof of permissions for event/activity officials, participants, and spectators to enter onto private and public property in relation to this activity (please submit documentation):

Proof of authorizations from other involved jurisdictions (please submit documentation):

WA DOT, City of Chelan, Chelan PUD Parks, Washington State Parks

Name of organizer's insurance company and policy number for coverage of this event/activity (please submit a certificate/proof of insurance showing coverage's and an endorsement including Chelan County as additional insured and providing that the organizer's insurance policy shall be primary insure for the event/activity):

Company: WESTCHESTER SURPLUS LINES INSURANCE COMPANY

Policy Number: 673578917003

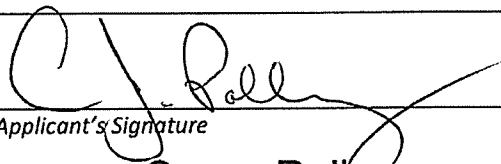
Describe organizer's previous experience with the conduct and administration of this type of event/activity:

Rotary has been running and managing this event for more than 20 years

Traffic plan, safety plan, race plan:

Bike on road and slow signs in congested areas, directional signs for cyclists

<p><i>Will any road closure or lane/shoulder restrictions be needed? (Yes or No):</i></p>
<p><i>If yes, provide details:</i> IF A ROAD CLOSURE IS TO LAST IN EXCESS OF 12 HOURS, THE APPLICANT SHALL PUBLISH NOTICE IN A LOCAL PAPER AND POST ONSITE A MINIMUM OF 3 DAYS PRIOR TO THE CLOSURE IN ACCORDANCE WITH RCW 47.48. No Road closure for this event</p>
<p><i>Documentation for any requested waiver or exemption (please submit):</i> waiver is attached</p>
<p><i>Other:</i> We would like to request a road sweeper travel the routes the week prior to the event if at all possible.</p>
<p><i>Plan for Event Clean-Up:</i> Lake Chelan Rotary will remove all garbage from aid stations along Chelan County Right of Way.</p>


 Applicant's Signature

5/14/2025, Chelan, WA
 Date and Place

Printed Name: Coron Polley
 Title: DOT and County Permits Coordinator

For County Use Only

- ☐ Chapter 9.26 of the Chelan County Code is incorporated by this reference.
- ☐ See attached Exhibit(s) _____ - _____ for additional conditions and route modifications.
- ☐ Fire Districts notified: _____
- ☐ Permit fee of \$250.00 (copy of receipt attached).
- ☐ Payment in advance for necessary public safety personnel and equipment in the amount of \$_____ (copy of receipt and related documents attached).

Reviewed and Approved:

Chelan County Public Works Department

By: _____

Date: 6/3/25

* As noted

Permit is ☒ Approved ☐ Denied

Chelan County Sheriff's Office

By: Daniel Ozment Digitally signed by Daniel Ozment
Date: 2025.06.03 22:20:27 -07'00'

Date: 6/3/2025

For questions, we may be reached at the following address, phone, or email:

Chelan County Public Works Department
316 Washington St, Suite 402
Wenatchee WA 98801

(509) 667-6415 or public.works@co.chelan.wa.us

* Follow all traffic signs, rules of the road.

* No riding more than 2 abreast per RCW.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/14/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hylant Group Inc 811 Madison Ave Toledo OH 43604	CONTACT NAME: Macy Gorrell / Sara Humphries	
	PHONE (A/C, No, Ext): 419-259-2710	FAX (A/C, No): 419-255-7557
	E-MAIL ADDRESS: Rotary@hylant.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Westchester Surplus Lines Insurance Company	10172
Insured All Active US Rotary Clubs & Districts Rotary Club of Lake Chelan Attn: Risk Management Dept. 1560 Sherman Avenue Evanston, IL 60201-3698	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability Included GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y	G73578917003	7/1/2024	7/1/2025	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	G73578917003	7/1/2024	7/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Certificate Holder is included as an additional insured where required by written contract or permit subject to the terms and conditions of the general liability policy, but only to the extent bodily injury or property damage is caused in whole or in part by the acts or omissions of the insured.

CERTIFICATE HOLDER

CANCELLATION

Chelan County
316 Washington Street, Suite 402
Wenatchee, WA, 98801

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

RE: Lake Chelan Rotary Club Cycle Chelan 2025

AUTHORIZED REPRESENTATIVE

Judy K. Wilson

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):

Chelan County
316 Washington Street, Suite 402
Wenatchee, WA, 98801
RE: Rotary Club of Lake Chelan
Event Name: Lake Chelan Rotary Club Cycle Chelan 2025
Event Location: Metric Century, Cycle Di Vino, Lake Loop- North & South Shores, Boyd Rd,
Manson Lakes
Event Date: 06.21.2025

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.

NON-CONTRIBUTORY OTHER INSURANCE ENDORSEMENT

Named Insured US Rotary Clubs & Districts			Endorsement Number
Policy Symbol GLW	Policy Number G73578917 003	Policy Period 07/01/2024 TO 07/01/2025	Effective Date of Endorsement 07/01/2024
Issued By (Name of Insurance Company) Westchester Surplus Lines Insurance Company			

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

THIS ENDORSEMENT MODIFIES INSURANCE PROVIDED UNDER THE FOLLOWING:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

Paragraph 4. c. of SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS is deleted in its entirety and replaced by the following:

c. Method of Sharing

If all of the other insurance permits contribution by equal shares, we will follow this method unless you are required by written contract to provide insurance that is primary and non-contributory, and the contract has been signed by you prior to any loss. Where required by such a written contract, this insurance will be primary and non-contributory only when and to the extent required by that written contract. However, under the contributory approach each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

All other terms and conditions remain unchanged.



2023 Cycle Chelan Metric Century Route final

By [gray_guy](#)

📍 62.3 mi + 4,070 ft ↗ 10.7 %
🕒 00:00 ⬇ - 4,069 ft ↘ -12.1 %

Send to Device

- 📍 Chelan, WA 🌐 Public (247 views)
- 📅 Created Dec 13, 2022 🔄 Updated Mar 6, 2023
- 💬 0 reviews 🗨 0 comments
- 📄 Copy of [2023 Cycle Chelan Metric Century Route 2](#)

Like What You See?

Sign up for a free ride with GPS account to save this ride and send to your device.

Sign up

Surfaces

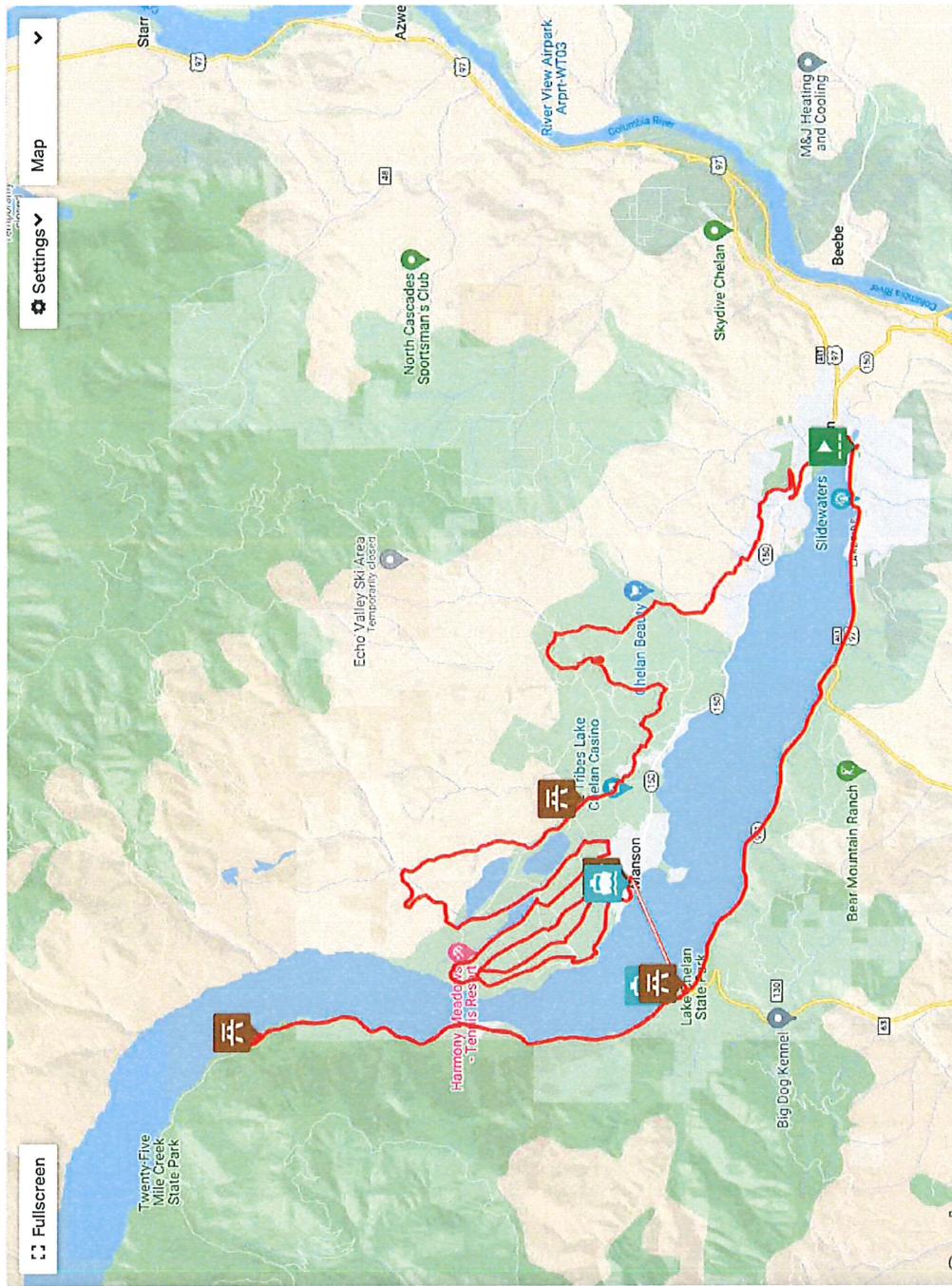
	①
■ Paved	60.5 mi 97%
□ Unknown	1.8 mi 3%

Cuesheet

- ➡ Turn right onto Sanders St/S Saund... 0.1 mi
- ⬅ Turn Left onto Gibson St 0.8 mi



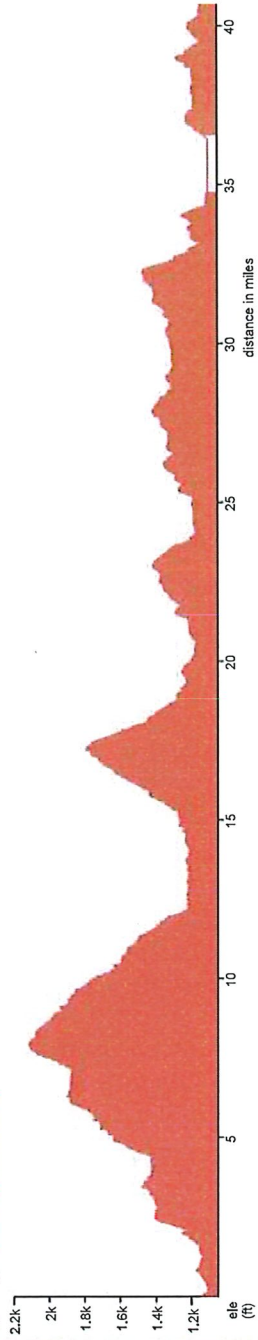
Sign up



Map data ©2023 Google Report a map error

Drag on graph to zoom/select

Ele Surfaces Grade 62.3 miles • +4,070 ft / -4,069 ft



Cuesheet

- Turn right onto Sanders St/S Saunders St/Webster Ave
0.1 mi
- Turn Left onto Gibson St
0.8 mi
- Turn right onto W Manson Rd
1.3 mi
- At the traffic circle, take the 1st exit
2.0 mi
- Turn right onto No-See-Um Rd
2.0 mi
- Turn left at W Golf Course Dr
2.5 mi
- Turn right to stay on W Golf Course Dr
2.8 mi
- Turn right onto Bogey Blvd
3.1 mi
- Turn left onto Fair Way
3.4 mi
- Turn right onto Orchard View Dr
3.5 mi
- Turn left onto Butte Rd
4.2 mi
- Turn right onto Boyd Rd
4.4 mi
- Continue onto Boyd Loop Rd/Cooper Gulch Rd/Cooper Mountain Rd
7.1 mi
- Turn left onto Boyd Loop Rd/Swanson Gulch Rd
8.2 mi
- Turn right onto Winesap Ave
9.6 mi
- Turn right onto Chapman Rd

11.2 mi

- Turn right onto Swartout Rd

12.2 mi

- Turn right to stay on Swartout Rd

12.4 mi

- Turn Left to stay on Swartout Rd

12.5 mi

- Turn right onto Wapato Lake Rd

13.3 mi

- Slight right onto Upper Joe Creek Rd

15.2 mi

- Turn left onto Lower Joe Creek Rd

17.3 mi

- Turn Left on Wapato Lake Rd

19.2 mi

- Slight right onto Dry Lake Rd

19.5 mi

- Slight left onto Green Ave

20.7 mi

- Turn left to stay on Green Ave

21.5 mi

- Turn right to stay on Green Ave

21.8 mi

- Turn right onto Hill St

22.1 mi

- Turn right onto Totem Pole Rd

22.3 mi

- Sharp left onto Green Ave

23.8 mi

- Continue straight onto W Manson Blvd

25.1 mi

- Continue Straight onto Loop Ave

25.3 mi

- Turn left onto Washington St

26.2 mi

- Continue Straight onto Washington St

26.3 mi

- Turn right onto Manson Blvd

28.6 mi

- Turn right to stay on Manson Blvd

29.3 mi

- Turn left onto Washington St

30.8 mi

- Slight left onto Summit Blvd

30.9 mi

- Turn right onto Chelan Pl

32.6 mi

- Slight left onto Lakeshore Dr

32.6 mi

- Turn left to stay on Lakeshore Dr

33.1 mi

- Turn Right onto Manson Blvd

34.0 mi

- Turn Right onto S. Lakeshore Dr.

36.9 mi

- Slight right to stay on Fields Point Rd

44.4 mi

- Turn left onto S Lakeshore Rd

45.4 mi

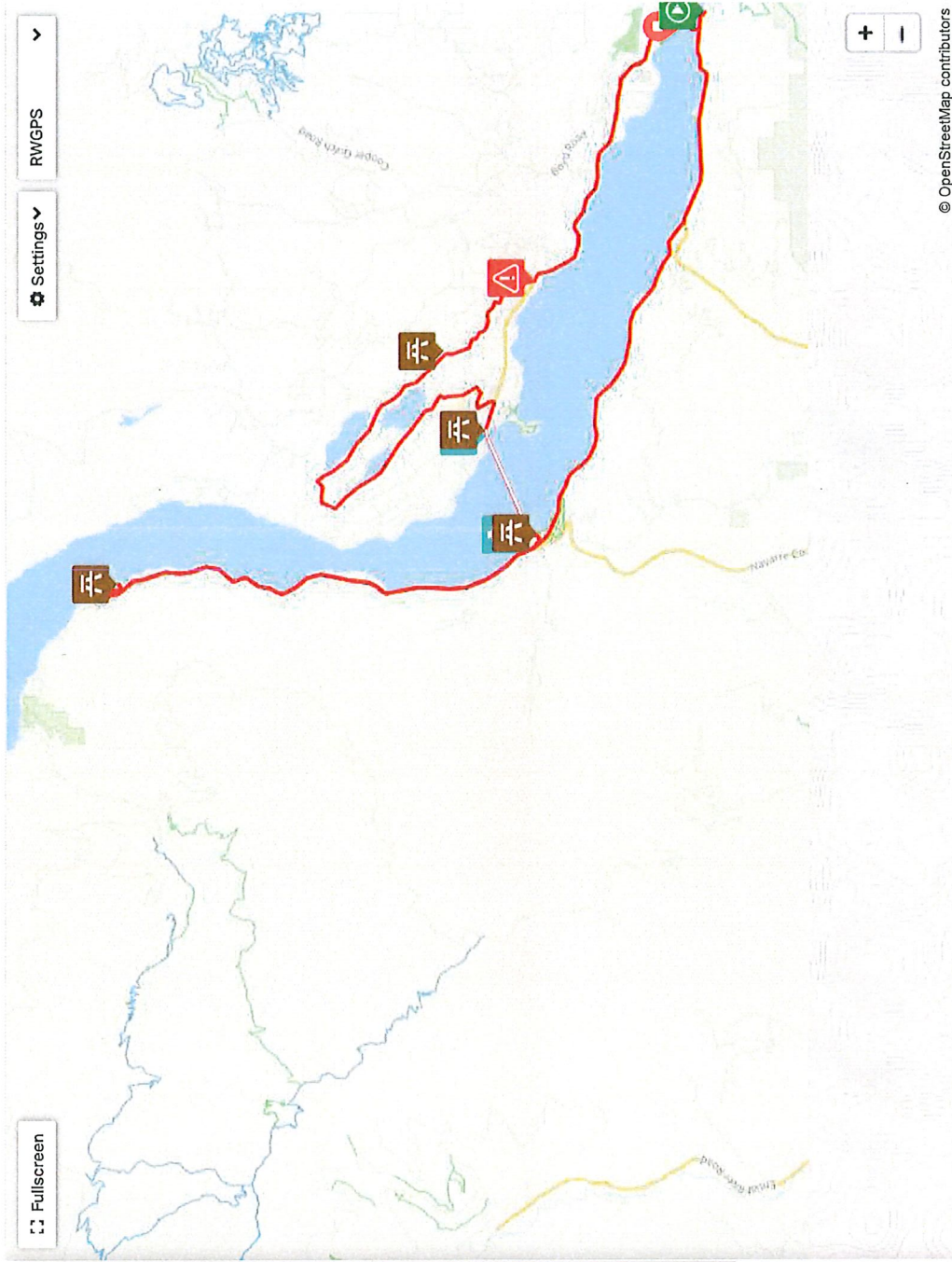
- Turn left onto US-97 ALT N

58.7 mi

- Turn right onto S Farnham St

62.2 mi

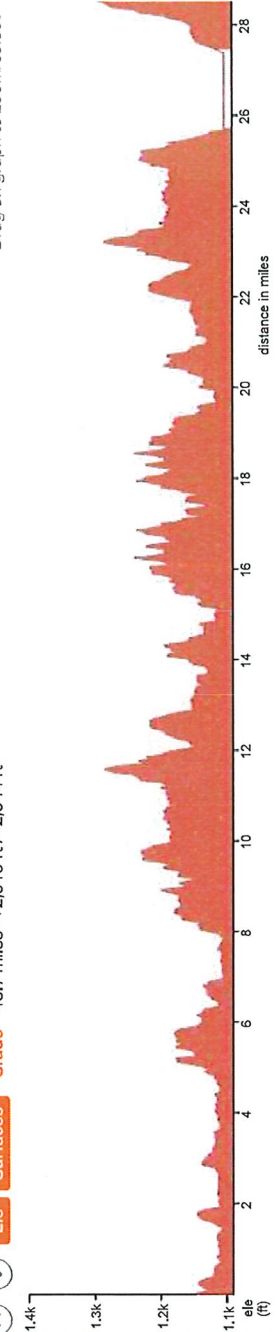
Sign up



© OpenStreetMap contributors

Drag on graph to zoom/select

Ele Surfaces Grade 43.7 miles +2,019 ft / -2,044 ft



Pin

Share

More

2023 Cycle Chelan Lake Loop Final

By [gray_guy](#)

📍 43.7 mi + 2,019 ft ↗ 6.0 %
🕒 00:00 ⬇ - 2,044 ft ↘ -5.0 %

Send to Device

- 📍 Chelan, WA
- 👤 Public (139 views)
- 📅 Created Dec 12, 2022
- 🔄 Updated Mar 31, 2023
- 🗣 0 reviews
- 🗣 0 comments
- 📄 Copy of [2023 Cycle Chelan Lake Loop Final](#)

Like What You See?

Sign up for a free Ride with GPS account to save this ride and send to your device.

Sign up

Surfaces			
■ Paved	41.7 mi	95%	
□ Unknown	2 mi	5%	

Cuesheet			
↩	Turn left onto West Webster Avenu...	0.1 mi	
➡	Turn right onto South Lakeshore Ro...	3.6 mi	

Cuesheet

- Turn left onto West Webster Avenue, US 97 Alt
0.1 mi
- Turn right onto South Lakeshore Road, WA 971
3.6 mi
- Turn right onto Fields Point Road
16.9 mi
- Turn left onto South Lakeshore Road
17.9 mi
- Turn left into Lake Chelan State Park. Continue down to boat ramp
25.3 mi
- Turn sharp right onto Wapato Way, WA 150
27.5 mi
- Turn sharp left onto Quetilquasoon Road
28.0 mi
- Turn right onto Green Avenue
28.3 mi
- Turn left onto Green Avenue
28.5 mi
- Turn left onto Green Ave
29.3 mi
- Turn right onto Green Avenue
29.6 mi
- Turn right onto Manson Boulevard
31.9 mi
- Turn right onto Manson Boulevard
32.1 mi
- Turn right onto Wapato Lake Road
32.5 mi
- Turn left onto Swartout Road
36.1 mi
- Turn right onto Swartout Road

36.8 mi

- Turn slight left onto Swartout Road

36.8 mi

- Turn left onto State Route 150, WA 150

37.6 mi

- At roundabout, take exit 4 onto State Route 150

41.8 mi

- Turn sharp left onto State Route 150

41.9 mi

- At roundabout, take exit 2 onto West Manson Highway

41.9 mi

- Turn left onto West Gibson Avenue

42.6 mi

- Turn left onto West Manson Highway, WA 150

42.6 mi

- Turn right onto North Columbia Street

43.0 mi

- Turn left onto East Woodin Avenue

43.1 mi

- Keep left onto South Lake Street

43.4 mi

- Turn left onto West Webster Avenue, US 97 Alt

43.5 mi

- Turn right onto South Lake Street

43.5 mi

- Turn slight right onto West Woodin Avenue



Pin Share More

By gray_guy

Send to Device

Copy of 2023 Cycle Chelan Cycle de Vino

Sign up for a free Ride with GPS account to save this ride and send to your device.

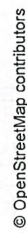
Sign up

①

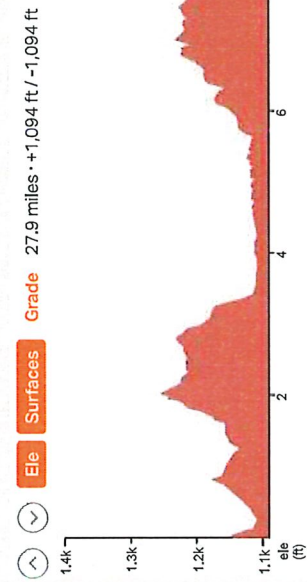
1.8 mi 6%

Turn right onto West Webster Aven... 0.1 mi

↑ Continue onto North Saunders Stre... 0.5 mi



Drag on graph to zoom/select



distance in miles

Cuesheet

- Turn right onto West Webster Avenue, US 97 Alt
0.1 mi
- Continue onto North Saunders Street, WA 150
0.5 mi
- Continue onto North Saunders Street
0.5 mi
- Turn left onto East Gibson Avenue
0.8 mi
- Turn right onto West Manson Highway, WA 150
1.2 mi
- At roundabout, take exit 2 onto State Route 150
1.9 mi
- Turn right onto Swartout Road
6.2 mi
- Turn right at Bennett Rd
6.9 mi
- Turn left onto Swartout Road
7.0 mi
- Turn right onto Wapato Lake Road
7.7 mi
- Turn left onto Manson Boulevard
11.3 mi
- Turn left onto Manson Boulevard
11.7 mi
- Turn left onto Green Avenue
11.9 mi
- Turn left onto Green Avenue
14.2 mi
- Turn right onto Green Avenue
14.4 mi
- Turn slight right onto Green Avenue

15.2 mi

- Turn left onto Quetilquasoon Road

15.4 mi

- Turn sharp right onto State Route 150, WA 150

15.7 mi

- Turn left onto South Lakeshore Road, WA 971

18.4 mi

- Turn left onto US 97 Alt

24.3 mi

- Turn right onto South Farnham Street

27.8 mi



Chelan County
Department of Public Works

Receipt Number: 25-00938

316 Washington St, Suite 402
Wenatchee, WA 98801
(509) 667-6415

Payer/Payee: LAKE CHELAN ROTARY CLUB
PO BOX 601
CHELAN WA 98816

Cashier: ROSE HOLMAN

Date: 05/22/2025

EVE 25-009 PW EVENT OR ACTIVITY IN COUNTY RIGHT-OF-WAY PERMIT

<u>Fee Description</u>	<u>BARS Number</u>	<u>Fee Amount</u>	<u>Amount Paid</u>	<u>Fee Balance</u>
PW - Event Permit Fee - Public Works	110.001.32240.00.000	\$125.00	\$125.00	\$0.00
PW - Event Permit Fee - Sheriff's	010.145.34210.02.000	\$125.00	\$125.00	\$0.00
		\$250.00	\$250.00	\$0.00
TOTAL PAID:		\$250.00		

<u>Payment Method</u>	<u>Reference Number</u>	<u>Payment Amount</u>
CHECK	Check#1432	\$250.00
Total:		\$250.00

Notes :

Project Information

<u>Permit #</u>	<u>Permit Type</u>	<u>Project Description</u>	<u>Parcel #</u>
EVE 25-009	PW-EVENT	Bicycle Ride	

Project Contacts

<u>Permit #</u>	<u>Name</u>	<u>Association</u>	<u>Address</u>
EVE 25-009	LAKE CHELAN ROTARY CLUB	APPLICANT	PO BOX 601, CHELAN, WA 98816

JUN 09 2025

CHELAN COUNTY
PUBLIC WORKS

EVE 25-011



CHELAN COUNTY

DEPARTMENT OF PUBLIC WORKS

316 WASHINGTON STREET

SUITE 402

WENATCHEE, WASHINGTON 98801

TELEPHONE (509) 667-6415

ERIC PIERSON, PE

DIRECTOR/COUNTY ENGINEER

EVENTS PERMIT

APPLICATION FOR EVENT OR ACTIVITY IN CHELAN COUNTY RIGHT-OF-WAY FEE: **\$250**Permit must be received by Chelan County Public Works Department **ONE (1) MONTH** in advance of the event/activity date

APPLICANT INFORMATION		
Applicant (Print full name): Kasmira Elliot		
Address: PO Box 278		
City: Manson	State: WA	Zip: 98831
Phone No: 509 881 9972	Email: Kazelliot@gmail.com	
ORGANIZER'S INFORMATION		
Organizer's True Name: Manson Chamber of Commerce		
Address: 590 E Wapato Way		
City: Manson	State: WA	Zip: 98831
Phone No: 509 888 1553	Email: marketing@mansonchamber.com	
UBI Number: 601367303		
NAME OF EVENT/ACTIVITY CONTACT: <i>Contacts must be on site during event in case they are needed by emergency responders</i>		
Name (Print): Manson Hydrofest -- PNBRA		
Email: kazelliot@gmail.com -- darrenbartells@yahoo.com		
Cell Phone Number: Kasmira 509 881 9972 Darren 253 797 4369		
Alternate Contact Person: <i>Contacts must be on site during event in case they are needed by emergency responders</i>		
Organizer's True Name: Manson Chamber of Commerce / PNBRA		
Email: marketing@moretomanson.com, kazelliot@gmail.com, darrenbartells@yahoo.com		
Cell Phone Number: Kasmira 509 881 9972 Darren 253 797 4369		

EVENT INFORMATION
Name of Event/Activity: Manson Hydrofest
Type/Description of Event/Activity: Hydro plane racing
Date(s) of Proposed Event/Activity: September 26, 27 and 28, 2025
Times for Proposed Event/Activity: 3pm Friday until 6pm Sunday -

Describe proposed route on county right-of-way, including start and end points, assembling points, and parking (please submit a map illustrating the route and other pertinent information):

Close Pedoi St at Manson Blvd and all the way to Nequelikin St. including McLaren Ave and all the little access points. There will be signs placed on the barricades as in years passed. This year, we hope to have additional volunteers during race times as well.

** there is not any actual racing on Friday the 26th, however racing occurs all day on Saturday and Sunday starting at 9am and ending at 6pm - but since the crane and boats and lots of equipment is staged on Pedoi, or in the "pit area" the road needs to be adequately closed to vehicles and pedestrians the entire time.

Estimated number of people, vehicles, and/or animals expected to participate or be included in the event/activity (please provide detailed information):

historically, 35-40 boat trailers, up to 75 people.

Various tow vehicles

This does not include spectators and the general public that come out and through the check point all weekend.

Proof of permissions for event/activity officials, participants, and spectators to enter onto private and public property in relation to this activity (please submit documentation):

Wrist bands of different colors, a signed waiver is required at entry point for all participants.

Proof of authorizations from other involved jurisdictions (please submit documentation):

n/a

Name of organizer's insurance company and policy number for coverage of this event/activity (please submit a certificate/proof of insurance showing coverage's and an endorsement including Chelan County as additional insured and providing that the organizer's insurance policy shall be primary insurer for the event/activity):

MCC Insurance

Company:

VIP Agency Chelan LLC

Policy Number: NP1P 242555203

PNBRA -
HAWK RACE Consultants LTD
UST-003829220

Describe organizer's previous experience with the conduct and administration of this type of event/activity:

We have been holding this event as a joint venture between the Manson Chamber of Commerce and PNBRA for the last 9 years.

Traffic plan, safety plan, race plan:

There is a signed contract between MCC and PNBRA and both insurance policy proof of insurance permits are attached. There is an EMS contract and a contract with the Manson Parks Department as well as many volunteers that have returned year after year.

Safety is the top priority to keep not just the racers, but also the spectators and the general public safe.

Will any road closure or lane/shoulder restrictions be needed? (Yes or No):

If yes, provide details:

IF A ROAD CLOSURE IS TO LAST IN EXCESS OF 12 HOURS, THE APPLICANT SHALL PUBLISH NOTICE IN A LOCAL PAPER AND POST ONSITE A MINIMUM OF 3 DAYS PRIOR TO THE CLOSURE IN ACCORDANCE WITH RCW 47.48.

Documentation for any requested waiver or exemption (please submit):

Other:

Plan for Event Clean-Up:

MCC and PNBRA have Jims pumping porta potties and Zippy dumpsters under contract for the weekend and will be picked up the Monday after. Also the road will be open by Sunday evening. We always have a group of volunteers to make sure it is done on time.

Kay D Elliot

Applicant's Signature

5/01/2025 Chelan, WA

Date and Place

Printed Name:

Kay D Elliot

Title:

Event Coordinator/Volunteer

[Signature]

DARREN BARTELS

RACE DIRECTOR

253-797-4369

For County Use Only

- ☐ Chapter 9.26 of the Chelan County Code is incorporated by this reference.
- ☐ See attached Exhibit(s) _____ - _____ for additional conditions and route modifications.
- ☐ Fire Districts notified: _____
- ☐ Permit fee of \$250.00 (copy of receipt attached).
- ☐ Payment in advance for necessary public safety personnel and equipment in the amount of \$_____ (copy of receipt and related documents attached).

Reviewed and Approved:

Permit is ☐ Approved ☐ Denied

Chelan County Public Works Department

Chelan County Sheriff's Office

By: _____

By: _____

Date: _____

Date: _____

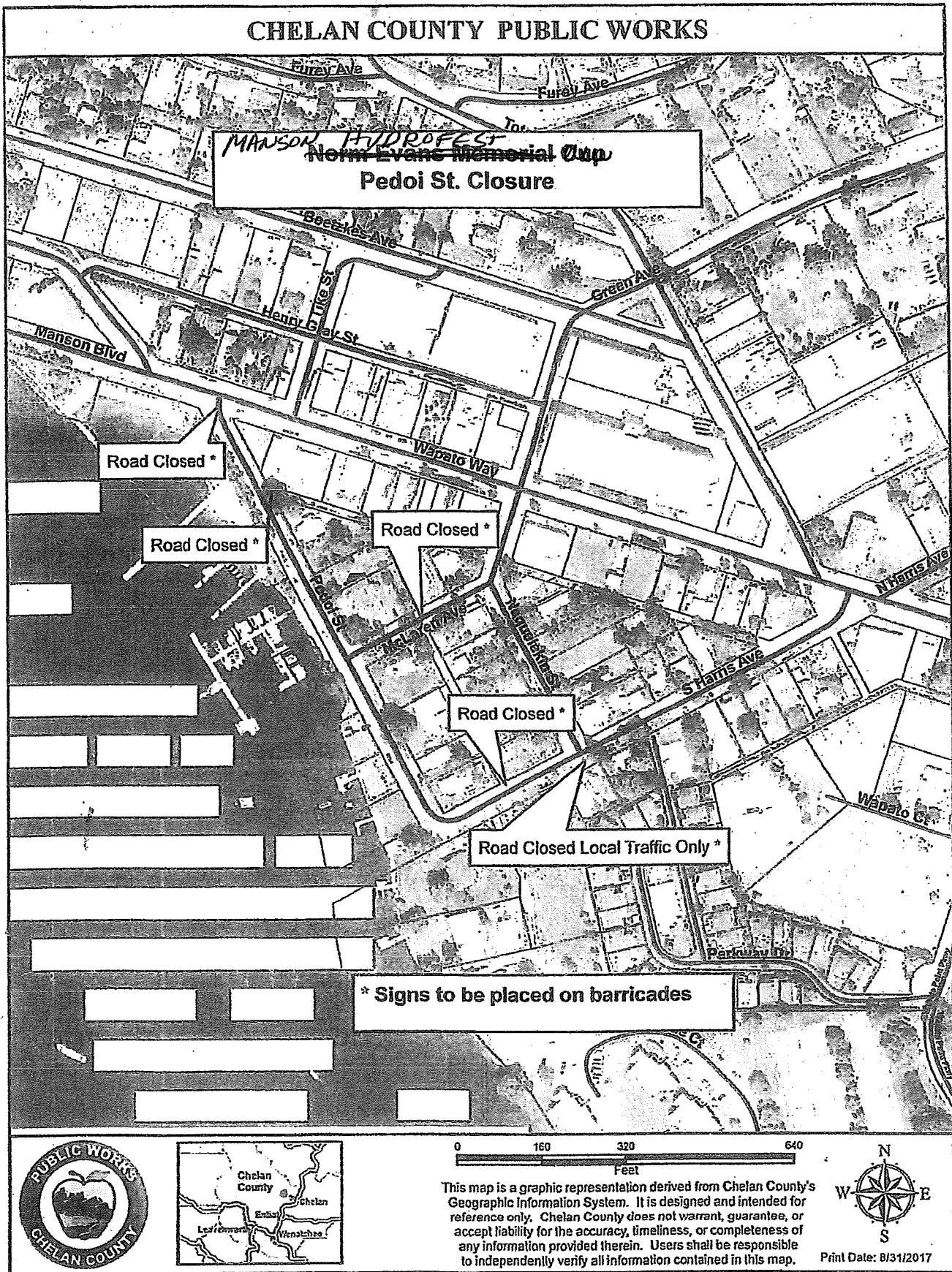
For questions, we may be reached at the following address, phone, or email:

Chelan County Public Works Department
316 Washington St, Suite 402
Wenatchee WA 98801

(509) 667-6415 or public.works@co.chelan.wa.us

FRIDAY 3pm - SUNDAY 6pm

SEPTEMBER 27-28 2025



MANSON HYDROFEST



CERTIFICATE OF COVERAGE

IMPORTANT: IF THE CERTIFICATE HOLDER IS AN ADDITIONAL COVERED PARTY, THE COVERAGE AGREEMENT MUST BE ENDORSED. IF SUBROGATION IS WAIVED, SUBJECT TO THE TERMS AND CONDITIONS OF THE COVERAGE AGREEMENT, CERTAIN COVERAGE MAY REQUIRE AN ENDORSEMENT. A STATEMENT ON THIS CERTIFICATE DOES NOT CONFER RIGHTS TO THE CERTIFICATE HOLDER IN LIEU OF SUCH ENDORSEMENT(S).


PROGRAM ADMINISTRATOR		COMPANIES AFFORDING COVERAGE	
Clear Risk Solutions 159 Basin Street SW PMB #206 Ephrata, WA 98823		GENERAL LIABILITY: AUTOMOBILE LIABILITY PROPERTY CRIME WRONGFUL ACT LIABILITY MISCELLANEOUS PROFESSIONAL LIABILITY	NPIP / Munich Re. et al. NPIP / Munich Re. et al. NPIP / Munich Re. et al. NPIP / Munich Re. et al. NPIP / Munich Re. et al. NPIP / Munich Re. et al.
COVERED PARTY			
Manson Chamber of Commerce PO Box 801 Manson, WA 98831			

THIS IS TO CERTIFY THAT THE COVERAGES LISTED BELOW HAVE BEEN ISSUED TO THE COVERED MEMBER NAMED ABOVE FOR THE COVERAGE PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE COVERAGE AFFORDED BY THE NPIC COVERAGE AGREEMENT DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS, AND CONDITIONS OF SUCH COVERAGE AGREEMENT. LIMITS SHOWN BELOW MAY HAVE BEEN REDUCED BY PAID CLAIMS.

LINE OF COVERAGE	COVERAGE NUMBER	EFF DATE	EXP DATE	DESCRIPTION	LIMITS
GENERAL LIABILITY					
COMMERCIAL GENERAL LIABILITY (OCCURRENCE FORM)	NPIP252655203	6/1/2025	6/1/2026	PER OCCURRENCE	\$2,000,000
INCLUDES STOP GAP – EMPLOYERS LIABILITY				PER MEMBER AGGREGATE	\$4,000,000
				PRODUCT-COMP/OP	\$2,000,000
MEMBER DEDUCTIBLE: \$0				PERSONAL & ADV. INJURY	\$2,000,000
(LIABILITY IS SUBJECT TO A \$500,000 SIR PAYABLE FROM PROGRAM FUNDS)				ANNUAL POOL AGGREGATE	\$50,000,000
AUTOMOBILE LIABILITY					
COMMERCIAL AUTOMOBILE LIAB. (ANY AUTO)	NPIP252655203	6/1/2025	6/1/2026	COMBINED SINGLE LIMIT	\$2,000,000
(LIABILITY IS SUBJECT TO A \$500,000 SIR PAYABLE FROM PROGRAM FUNDS)				ANNUAL POOL AGGREGATE	NONE
PROPERTY					
COMMERCIAL PROPERTY	NPIP252655203	6/1/2025	6/1/2026	ALL RISK PER OCC EXCL EQ & FL	\$100,000,000
				EARTHQUAKE PER OCC	Excluded
EQ AND FLOOD COVERAGE MAY BE EXCLUDED FOR INDIVIDUAL LOCATIONS				FLOOD PER OCC	Excluded
(PROPERTY IS SUBJECT TO A \$500,000 SIR PAYABLE FROM PROGRAM FUNDS)				ANNUAL POOL AGGREGATE	NONE
CRIME					
COMMERCIAL CRIME	NPIP252655203	6/1/2025	6/1/2026	PER OCCURRENCE	\$1,000,000
INCLUDES EMPLOYEE THEFT/DISHONESTY & ERISA COVERAGE				PER MEMBER AGGREGATE	\$1,000,000
MEMBER DEDUCTIBLE: \$1,000					
(CRIME IS SUBJECT TO A \$500,000 SIR PAYABLE FROM PROGRAM FUNDS)				ANNUAL POOL AGGREGATE	\$5,000,000
WRONGFUL ACT LIABILITY (INCLUDES E&O / D&O)					
WRONGFUL ACT LIABILITY (CLAIMS MADE)	NPIP252655203	6/1/2025	6/1/2026	PER CLAIM	\$2,000,000
MEMBER DEDUCTIBLE: \$1,000				PER MEMBER AGGREGATE	\$2,000,000
(LIABILITY IS SUBJECT TO A \$500,000 SIR PAYABLE FROM PROGRAM FUNDS)				ANNUAL POOL AGGREGATE	\$40,000,000
MISCELLANEOUS PROFESSIONAL LIABILITY					
MISC. PROFESSIONAL LIABILITY (CLAIMS MADE)	NPIP252655203	6/1/2025	6/1/2026	PER CLAIM	\$1,000,000
				PER MEMBER AGGREGATE	\$1,000,000
MEMBER DEDUCTIBLE: \$1,000					
(LIABILITY IS SUBJECT TO A \$500,000 SIR PAYABLE FROM PROGRAM FUNDS)				ANNUAL POOL AGGREGATE	\$40,000,000

Non Profit Insurance Program 2025-2026

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / SPECIAL ITEMS
Regarding scheduled road closure for Pedoi Street for Hydrofest. Chelan County is named as Additional Covered Party as respects General Liability regarding this scheduled road closure only and is subject to coverage terms, conditions, and exclusions. Additional Covered Party endorsement is attached.

CERTIFICATE HOLDER	AUTHORIZED REPRESENTATIVE
Chelan County 316 Washington Street Suite 402 Wenatchee, WA 98801	

ADDITIONAL COVERED PARTY AMENDMENT – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies coverage provided under the following:

GENERAL LIABILITY COVERAGE PART

This endorsement changes the Coverage Agreement effective on the inception date of the Coverage Agreement unless another date is indicated above. Providing the certificate of coverage that this endorsement is attached to has been issued by and is on file with the Company, the following applies.

SCHEDULE

Person or Organization (Additional Covered Party):

Chelan County
316 Washington Street Suite 402
Wenatchee, WA 98801

Description of Activities / Operations / Designated Premises:

Regarding scheduled road closure for Pedoi Street for Hydrofest. Chelan County is named as Additional Covered Party as respects General Liability regarding this scheduled road closure only and is subject to coverage terms, conditions, and exclusions. Additional Covered Party endorsement is attached.

With respect to coverage under the General Liability Coverage Part:

- A. The Definition of **Covered Party** in the LIABILITY COVERAGES – COMMON CONDITIONS, DEFINITIONS AND EXCLUSIONS section of this Coverage Agreement is amended to add as a **Covered Party** the person or organization shown in the above Declarations with whom you have agreed in a written contract or written agreement that such person or organization be added as an additional **Covered Party** in your Coverage Agreement. Such person or organization is a **Covered Party** only with respect to their liability assumed by you that would be otherwise imposed by law in the absence of any contract or agreement relating to or arising out of the specified activity(ies) or operations described in the above Declarations.

However, this coverage only applies with respect to liability for **Bodily Injury, Property Damage, or Personal and Advertising Injury** caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In performance of your ongoing operations; or
2. In connection with your premises owned or rented to you.

The following provisions also apply:

- (1) The written contract or written agreement must be in effect at the inception of the **Coverage Period** or become effective during the **Coverage Period**; and
- (2) The written contract or written agreement must be executed prior to the **Bodily Injury** or **Property Damage**.

Subject to the paragraphs above, any such person's or organization's status as an additional **Covered Party** ends when any of the following first occurs:

- (1) This Coverage Agreement terminates;
- (2) The written contract or written agreement terminates; or
- (3) The specified activity(ies) or operations described in the above Declarations terminate.

B. The following is added to Condition D. Other Insurance in the LIABILITY COVERAGES – COMMON CONDITIONS, DEFINITIONS AND EXCLUSIONS section of the Coverage Agreement, and supersedes any provision to the contrary:

For the additional **Covered Party** under your Coverage Agreement shown in the above schedule, and subject to Paragraph A. above, this coverage is primary to and will not seek contribution from any other insurance available to such additional **Covered Party** provided that:

- (1) The additional **Covered Party** is a Named Insured under such other insurance; and
- (2) You have agreed in writing in a contract or agreement that this Coverage would be primary and would not seek contribution from any other insurance available to the additional **Covered Party** for amounts payable under the coverage provided by this endorsement.

C. The Limits of Coverage applicable to the additional **Covered Party** is the lessor of those limits specified in either the:

- Written contract or written agreement; or
- Declarations for this Coverage Agreement,

In no case will the limits of coverage provided under this General Liability endorsement exceed the limits as required in the contract or agreement, or the limit of liability available under this Coverage Agreement. These Limits of Coverage are part of and not in addition to the Limits of Coverage shown in the Declarations.

Except with respect to the Limits of Coverage, and any rights or duties specifically assigned in this Coverage Part to the **Covered Member**, this coverage applies:

- a. As if each **Covered Member** were the only **Covered Member**; and
- b. Separately to each **Covered Party** against whom claim is made or **Suit** is brought.

All other terms and conditions remain unchanged




CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/11/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER 516 449 1134 CELL HAWK RACE CONSULTANTS, LTD. "MOTORSPORTS INSURANCE SPECIALISTS" 1600 STEWART AVE. PH-702 WESTBURY, NY 11590			CONTACT NAME: RICHARD H FELSEN		
			PHONE (A/C, No, Ext): 516-466-9760	FAX (A/C, No): 516-466-9663	
			E-MAIL ADDRESS: HAWKRACE@AOL.COM		
			INSURER(S) AFFORDING COVERAGE		NAIC #
			INSURER A: FIREMANS FUND INS CO. A+XV		
			INSURER B: US FIRE INS CO. A+XV		
			INSURER C:		
			INSURER D:		
			INSURER E:		
			INSURER F:		

COVERAGES **CERTIFICATE NUMBER: #091123** **REVISION NUMBER: SANCTION #13806**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	Y	Y	UST-003829220	12:01 AM 12-1-22	12:01 AM 12-1-23	EACH OCCURRENCE \$ 1,000,000.
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			**PER EVENT AGGREGATE			DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000.
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ N/A
	<input checked="" type="checkbox"/> WOS, NC APPLICABLE						PERSONAL & ADV INJURY \$ 1,000,000.
	<input checked="" type="checkbox"/> CONTRACTUAL APPL						GENERAL AGGREGATE \$ **5,000,000.
GEN'L AGGREGATE LIMIT APPLIES PER:							PRODUCTS - COMP/OP AGG \$ 5,000,000.
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC						PART LGL LIAB \$ 1,000,000.
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
A	UMBRELLA LIAB	Y	Y	UST-016137221	12:01 AM 12-1-22	12:01 AM 12-1-23	EACH OCCURRENCE \$ 4,000,000.
	<input checked="" type="checkbox"/> EXCESS LIAB						AGGREGATE \$ 4,000,000.
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N	N/A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
B	PARTICIPANT ACCIDENT			US-1834286	12:01 AM 12-1-22	12:01 AM 12-1-23	\$10,000. AD & D \$10,000. EXCESS MED. \$1000 DED. \$3,000/\$3,000. NON MEMBER

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

REGATTA; MANSON HYDROFEST

EVENT DATE: 9-28-23 TO 10-2-23

CONDUCTING CLUB: PACIFIC NORTHWEST BOAT RACING ASSOC. #496

SANCTION ID: 13806 MANSON, WA LAKE CHELAN

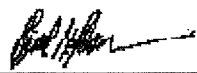
CERTIFICATE HOLDER IS ADDL. INSURED, BUT ONLY RESPECTS TO OPERATIONS OF THE NAMED INSURED.

CERTIFICATE HOLDER**CANCELLATION**

CHELAN COUNTY
& ITS OFFICERS AND ELECTED OFFICIALS
400 DOUGLAS ST., SUITE 201
WENATCHEE, WA 98801
LANDOWNER/GOVERNMENT

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

516 449 1134 CELL 

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Chelan County
Department of Public Works

316 Washington St, Suite 402
Wenatchee, WA 98801
(509) 667-6415

Receipt Number: 25-01088

Payer/Payee: MANSON CHAMBER OF COMMERCE
PO BOX 801
MANSON WA 98831

Cashier: ROSE HOLMAN

Date: 06/09/2025

EVE 25-011 PW EVENT OR ACTIVITY IN COUNTY RIGHT-OF-WAY PERMIT

<u>Fee Description</u>	<u>BARS Number</u>	<u>Fee Amount</u>	<u>Amount Paid</u>	<u>Fee Balance</u>
PW - Event Permit Fee - Public Works	110.001.32240.00.000	\$125.00	\$125.00	\$0.00
PW - Event Permit Fee - Sheriff's	010.145.34210.02.000	\$125.00	\$125.00	\$0.00
		\$250.00	\$250.00	\$0.00
TOTAL PAID:		\$250.00		

<u>Payment Method</u>	<u>Reference Number</u>	<u>Payment Amount</u>
CHECK	Check# 1792	\$250.00
Total:		\$250.00

Notes :

Project Information

<u>License #</u>	<u>License Type</u>	<u>Parcel #</u>
EVE 25-011	PW-EVENT	

Project Contacts

<u>License #</u>	<u>Name</u>	<u>Association</u>	<u>Address</u>
EVE 25-011	MANSON CHAMBER OF COMMERCE	APPLICANT	PO BOX 801, MANSON, WA 98831

Community Development Agenda

June 17, 2025

10:15 A.M. Community Development Director Deanna Walter

Public Hearing: Continued for Deliberation: Amendment to Title 3, as it pertains to Chapter 3.24, Community Development Fees

Discussion Items:

1. Land Capacity Analysis- Susan Dretke, Planner

Action Items:

1. Resolution for amendments to Title 3, Chapter 3.24

RESOLUTION 2025-_____

RE: A Resolution amending Title 3, Chapter 3.24 as it pertains to Community Development permitting and application fees, providing for its administration and superseding all previous Resolutions.

WHEREAS, Resolution 2018-108 was adopted on December 18, 2018, adopting a fee schedule incorporating CPI increases from 2011 forward, but without a full cost recovery analysis; and

WHEREAS, Resolutions 2022-67, 2021-126, 2019-136, 2019-128, and 2019-23 have since been adopted to accommodate fees for new land uses and to update the building fees per ICC schedules; and

WHEREAS, the existing adopted fee schedule as identified in Chelan County Code Title 3, Chapter 3.24 have not kept pace with either the annual CPI increases nor the increase in labor costs and do not constitute a cost-recovery model for permit processing; and

WHEREAS, Chelan County Community Development has researched and conducted an analysis of the true cost for services; and

WHEREAS, the taxpayers of Chelan County are currently supplementing the cost of processing land use applications, building permit applications, regulatory amendments and comprehensive planning initiatives through general fund support; and

WHEREAS, with respect to the State Environmental Policy Act of 1971 (SEPA), as amended, actions solely related to government procedures are categorically exempt under the provisions of WAC 197-11-800(19)(a & b); and

WHEREAS, the attached Exhibits A and B incorporate revisions and adjustments to the previous fee schedule identified in Chelan County Code 3.24 that will offset the costs incurred by the Department of Community Development; and

WHEREAS, the Board of Chelan County Commissioners believes amending Title 3.24 is a necessary action to implement a cost recovery fee structure, is in the public's best interest, and is a matter of good governance.

NOW THEREFORE BE IT RESOLVED that in proposed amendment to Chelan County Code Title 3, Chapter 3.24, text and fee tables, all as corresponding to attached Exhibits A and B; and

BE IT FURTHER RESOLVED that the fees identified in Title 3.24 will **annually, on February 1**, be increased by the greater of the identified annual COLA in the Courthouse Collective Bargaining Contract or the annual CPI inflation rate, whichever is greater; and each fee will be rounded up to the nearest whole dollar; and

BE IT FURTHER RESOLVED, the building valuation table shall be updated twice annually using the most recent issued ICC Building Valuation Data Sheet data, **effective February 1 and August 1** each year; and

BE IT FURTHER RESOLVED, a cost recovery analysis review for Community Development shall be performed at least every 5 years; and

BE IT FURTHER RESOLVED that attached Exhibits A and B are hereby adopted and effective August 1, 2025.

BE IT FURTHER RESOLVED that this decision is hereby signed into authentication on June 17th, 2025.

Dated at Wenatchee, Washington the 17th day of June, 2025

BOARD OF CHELAN COUNTY COMMISSIONERS

SHON SMITH, CHAIRMAN

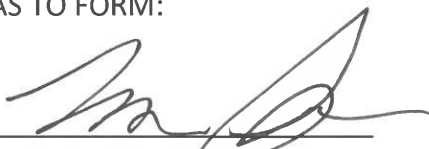
ATTEST: ANABEL TORRES

KEVIN OVERBAY, COMMISSIONER

Clerk of the Board

BRAD HAWKINS, COMMISSIONER

AS TO FORM:



MARCUS FOSTER

Chapter 3.24

COMMUNITY DEVELOPMENT DEPARTMENT FEES

Sections:

[3.24.010 Fee schedule.](#)

[3.24.020 Description of fees.](#)

[3.24.030 Administration of this fee schedule.](#)

[3.24.040 Other fees.](#)

[3.24.050 Fees not required.](#)

[3.24.060 Refund policy.](#)

[3.24.065 Application fee reimbursement.](#)

[3.24.070 Building fee schedule.](#)

* Prior resolution history: Res. 99-148, 2000-144, 2001-71, 2001-118, 2002-59, 2007-40, 2008-12, 2008-190 and 2010-32.

3.24.010 Fee schedule.

- (a) Planning. Replaced by Exhibit B
- (b) Building. Replaced by Exhibit B
- (c) Miscellaneous Fees. Replaced by Exhibit B

* The department of community development complies with fees set forth in Section [1.376.110](#), copying and delivery fees for public records.

(Res. 2021-126 (Exh. A), 10/19/21; Res. 2021-116 (Exh. A), 9/14/21; Res. 2021-95 (Att. A), 7/27/21; Res. 2019-74 (Exh. A), 6/25/19; Res. 2019-23 (Exh. A)(part), 2/5/19; Res. 2018-108 (Exh. A)(part), 12/18/18; Res. 2018-14 (Exh. A)(part), 2/27/18; Res. 2017-75 § 3 (Exh. F), 8/22/17; Res. 2014-95 (Exh. A)(part), 9/23/14; Res. 2013-35 (Exh. A)(part), 4/16/13; Res. 2012-06 (Exh. A)(part), 1/24/12; Res. 2011-52 (Exh. A)(part), 6/14/11).

3.24.020 Description of fees.

(a) After-the-Fact Permits. After-the-fact permit fees include applicable building, land use and planning applications, and zoning administrative, plan review, and permit costs for the scope of work completed without proper permits. For after-the-fact permits associated with code enforcement action, stop work order, r violation, or work and/or operation started without the required building or land use permit issuance, the applicable building permit and zoning fee, and/or land use fee is doubled (twice the applicable fee).

- (1) After-the-Fact Site Visit Fee. Implemented to inspect existing structures for IBC/IRC construction standards, occupancy use, energy efficiency, sanitation, and life safety requirements associated with short term rental (STR) permit requests, land use and planning applications, or new building permits applications initiated to resolve existing code compliance actions.

(b) Expedited Single-Family Permit Review. Gives the option to allow for expedited permit review of single-family residential permits depending upon staff availability. Expedited review may be processed as follows:

- (1) Request for expedited review will be processed on a “first come, first served” basis and reviews will only be conducted after normal business hours and dependent on staff availability.
- (2) Expedited permit review will be conducted in a manner so as not to interfere with processing of regular permit applications.
- (3) Staff will complete the first plan check review within two business days of receipt of a complete application for expedited permit review.
- (4) If corrections are issued, the second plan check review will be conducted within two business days of receipt of all corrections from the applicant.
- (5) Fee for the expedited permit review is inclusive of both building and permit center plan review efforts only. The expedited permit review fee is in addition to the normal base plan review and permit fees.
- (6) Request for expedited permit review will be conducted for any application requiring a discretionary permit (until the decision has been issued and the appeal period has expired) and projects requiring SEPA (until the appeal period has expired).
- (7) Fees for expedited permit review will be charged for each individual permit request related to a single-family residence.
- (8) If staff does not deliver the application within the time frames outlined in subsections (d)(3) and (4) of this section, sixty percent of the expedited review fees will be returned to the applicant, with the remaining balance used to offset overtime pay to staff.

(c) Additional Plan Review. The current hourly rate will be charged for additional plan review for changes, additions, and revisions to plans as determined by the building official, and a minimum of one hour will be charged for a plan recheck. Time will be rounded to the nearest hour. If an owner/builder brings in a different house plan after the original plan review has already been completed, a full plan review fee will be charged on new plans. (Res. 2023-96 (Att. A), 10/3/23; Res. 2022-67 (Exh. A), 7/12/22; Res. 2021-126 (Exh. A), 10/19/21; Res. 2020-96 § 2 (Exh. A), 9/15/20; Res. 2020-34 (Exh. A), 3/24/20; Res. 2019-128 (Exh. A)(part), 12/10/19; Res. 2014-95 (Exh. A)(part), 9/23/14; Res. 2013-35 (Exh. A)(part), 4/16/13; Res. 2012-06 (Exh. A)(part), 1/24/12; Res. 2011-52 (Exh. A)(part), 6/14/11).

3.24.030 Administration of this fee schedule.

No application will be considered complete and permit processing not commenced until the appropriate fees have been received. Fees required for planning review of building permits and appeals of decisions in nonpermit services are payable prior to the services being rendered.

- (1) Each action for which a fee is listed above will require a separate fee. Projects that involve a number of actions or permits will need to remit the total of the various fees before a determination of completeness is issued and processing begins.
- (2) For charges based on hourly rates, hours will be rounded to the nearest full hour. (Res. 2014-95 (Exh. A)(part), 9/23/14; Res. 2013-35 (Exh. A)(part), 4/16/13; Res. 2012-06 (Exh. A)(part), 1/24/12; Res. 2011-52 (Exh. A)(part), 6/14/11).

3.24.040 Other fees.

Other fees required in conjunction with the above applications (i.e., taxes, recording fees, etc.) are not included. (Res. 2014-95 (Exh. A)(part), 9/23/14: Res. 2013-35 (Exh. A)(part), 4/16/13: Res. 2012-06 (Exh. A)(part), 1/24/12: Res. 2011-52 (Exh. A)(part), 6/14/11).

3.24.050 Fees not required.

Applications for comprehensive plan, area wide zone change amendments, or code text amendments initiated by the board of Chelan County commissioners and community development are exempt from fees. Any land use applications for public projects initiated by the board of Chelan County commissioners are exempt from fees, except for public notice cost. (Res. 2014-95 (Exh. A)(part), 9/23/14: Res. 2013-35 (Exh. A)(part), 4/16/13: Res. 2012-06 (Exh. A)(part), 1/24/12: Res. 2011-52 (Exh. A)(part), 6/14/11).

3.24.060 Refund policy.

Full or partial requests for refunds of application fees paid must be made in writing to the board of county commissioners. The board of Chelan County commissioners has the sole authority to approve or reject such requests. Only those fees required by the department of community development may be refunded. (Res. 2019-128 (Exh. A)(part), 12/10/19: Res. 2014-95 (Exh. A)(part), 9/23/14: Res. 2013-35 (Exh. A)(part), 4/16/13: Res. 2012-06 (Exh. A)(part), 1/24/12: Res. 2011-52 (Exh. A)(part), 6/14/11).

3.24.065 Application fee reimbursement.

- (1) The board of Chelan County commissioners found that Section [3.24.060](#), Refund policy, states that the board of Chelan County commissioners has sole authority to approve or reject refund requests for application fees; and
- (2) The board of Chelan County commissioners found it necessary to include exceptions per Section [3.24.060](#), Refund policy, for refund requests relating to overpayment or refunds of application fees; and
- (3) The board of Chelan County commissioners authorizes the director of Chelan County department of community development to reimburse overpayment of application fees up to one thousand dollars due to administrative errors caused by the department or the applicant; and
- (4) Applicant or agent must submit to the director in writing a request for refund of overpayment for application fees paid, when the applicant is responsible for the administrative error; and
- (5) The board of Chelan County commissioners hereby finds, determines and declares that adoption of the resolution codified in this section is necessary to allow community development to expedite refunds to the applicant for overpayment of application fees, and make processing such refunds in a more cost effective manner. (Res. 2019-128 (Exh. A)(part), 12/10/19: Res. 2015-33, 3/10/15).

3.24.070 Building fee schedule.

The department of community development shall charge, and there shall be remitted to the department to defray the expenses incurred in the processing of applications required by various county resolution, the fees as set forth below. All application fees shall be submitted as part of the required application materials unless otherwise specified. Said application shall not be considered as complete and eligible for review until said fee has been received. All applicable fees collected are nonrefundable except as outlined in Sections [3.24.060](#) and [3.24.065](#).

- (1) The fee for each International Building Code, International Residential Code, or Washington State Energy Code building permit shall be as set forth in Table 1-A.

Table 1-A—Building Permit Fees		
TOTAL VALUATION	Residential	Commercial
\$1.00 to \$500.00	\$35.61	
\$501.00 to \$2,000	\$35.61 for the first \$500.00 plus \$4.09 for each additional \$100.00, or fraction thereof, to and including \$2,000	
\$2,001 to \$25,000	\$116.02 for the first \$2,000 plus \$19.04 for each additional \$1,000, or fraction thereof, to and including \$25,000	
\$25,001 to \$50,000	\$548.44 for the first \$25,000 plus \$13.54 for each additional \$1,000, or fraction thereof, to and including \$50,000	
\$50,001 to \$100,000	\$882.79 for the first \$50,000 plus \$9.39 for each additional \$1,000, or fraction thereof, to and including \$100,000	
\$100,001 to \$500,000	\$1,350.42 for the first \$100,000 plus \$7.52 for each additional \$1,000, or fraction thereof, to and including \$500,000	
\$500,001 to \$1,000,000	\$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000, or fraction thereof, to and including \$1,000,000	
\$1,000,000 and up	\$5,608.75 for the first \$1,000,000 plus \$3.65 for each additional \$1,000, or fraction thereof	
Demolition Permit (\leq 2,500 sq. ft.)	\$130.00	\$130.00
Demolition Permit ($>$ 2,500 sq. ft.)	\$175.00	\$175.00
Reroof (except for exemptions of Section 3.04.100 Items 11 and 12)	\$150.00	Valuation based on cost of labor and materials
Other Inspections and Fees:		
1. Reinspection fees (after two inspections, based on 2 hours)		\$150.00
2. Inspections for which no fee is specifically indicated (minimum charge—one hour)		\$75.00 per hour
3. Additional plan review required by changes, additions or revisions to plans (minimum charge—2 hours)		\$75.00 per hour
4. For use of outside consultants for plan checking and inspections, or both		Actual costs

(2) The building official shall use the latest Building Valuation Data Sheet published by the International Code Council to determine the project valuation and the building official's determination shall be final. When a specific building type or occupancy is not noted in the valuation table, the building official is authorized to use the classification type noted in the table that most closely resembles the proposed type of building, or determine a valuation type independently. The building official is authorized to use a contractor's bid price estimate in instances other than new construction, provided such bid estimate lists all materials and included labor cost, excluding sales tax, for such project.

(a) Footnotes b, c, and d are not adopted of the Building Valuation Data Sheet published by the International Code Council.

(3) Plan Review Fees. A building plan review fee shall be paid at the time of submitting the submittal documents for plan review. The full plan review fee shall be sixty-five percent of the building permit fee. The plan review fee is a separate fee from the building permit fee and is in addition to the building permit fee. Any remainder of the full plan review fee, after any such deposit fee is paid at time of submittal, shall be paid at time of issuance of such permit.

(4) Replaced by Exhibit B

Replaced by Exhibit B(Res. 2022-67 (Exh. A), 7/12/22; Res. 2021-126 (Exh. A), 10/19/21; Res. 2019-136, 12/30/19; Res. 2019-128 (Exh. A)(part), 12/10/19; Res. 2019-23 (Exh. A)(part), 2/5/19; Res. 2018-108 (Exhs. A (part), B), 12/18/18; Res. 2014-95 (Exh. A)(part), 9/23/14; Res. 2013-35 (Exh. A)(part), 4/16/13; Res. 2012-06 (Exh. A)(part), 1/24/12; Res. 2011-52 (Exh. A)(part), 6/14/11).

EXHIBIT B

(a) Planning Fees:

Fee Description	Fee	Notes/Multipliers
Administrative Fee for Natural Resources Permit Intake	\$37.50	
Administrative Interpretation	\$645.00	
Administrative Modification	\$600.00	
After-The-Fact Planning Fees	2X the Original Permit Fees	
Appeal of Administrative Decision or Denial	\$2,597.00	
Binding Site Plan (Preliminary)	\$2,425.00	Plus \$85/Lot
Binding Site Plan (Alteration/Amendment)	\$2,425.00	Plus \$85/Lot
Binding Site Plan (Final Mylar Review)	\$525.00	
Boundary Line Adjustment	\$1,450.00	Plus \$85/Lot
Cannabis Tier 1 Producer (and Associated Processing)	\$1,550.00	
Cannabis Tier 2 Producer (and Associated Processing)	\$3,100.00	
Cannabis Tier 3 Producer (and Associated Processing)	\$5,160.00	
Cannabis State Licensed Processor	\$2,065.00	
Certificate of Exemption	\$1,450.00	Plus \$85/Lot
Change of Application or Design (Requiring 2nd Referral to Commenting Agencies)	\$75.00	Per Hour
Comprehensive Plan Amendment (GMA/Map)	\$3,925.00	
Conditional Use Permit	\$3,845.00	
Conditional Use Permit (Amendments/Changes or Conditions)	\$3,095.00	
Department Wide Hourly Charge	\$75.00	
Exploratory Mining: Permit	\$1,120.00	
Exploratory Mining: Revision to Permit	\$375.00	
Exploratory Mining: Bond/Financial Security Approval	\$150.00	
Extension of Time (Plat; Short Plat; Binding Site Plan)	50% of Original Fee	
Forest Practice: Conversion Option Harvest Plan	\$580.00	
Forest Practice: Exemptions - Class I, Class II, Class III, Class IV (Special or General)	\$60.00	
Forest Practice: Lifting of Moratorium	\$580.00	
Forest Practice: Rescinding Moratorium	\$230.00	
Forest Practice: Waiving Moratorium for Construction of a Single Family Residence	\$235.00	
Floodplain Development Permit	\$1,028.00	Review time in excess of 3 hours is subject to the current consultant hourly rate with a minimum 1 hour charge.
Habitat Management Mitigation Plan (HMMP)	\$300.00	
Master Planned Resort	\$5,000.00	
Master Planned Resort: Amendment	\$5,000.00	
Planned Development Overlay (Subdivision Fees Still Apply)	\$1,165.00	
Planned Development: Vacation	\$700.00	
Plat (Major Subdivision): Preliminary	\$4,599.00	Plus \$85/Lot
Plat (Major Subdivision): Change of Application or Design (Requiring 2nd Referral to Commenting Agencies, Prior to Preliminary Approval)	\$75.00	Per Hour
Plat (Major Subdivision): Alteration	\$4,599.00	Plus \$85/Lot
Plat (Major Subdivision): Amendment	\$1,078.00	Plus \$85/Lot
Plat (Major Subdivision): 1st & 2nd Blue Line and Final Mylar Review	\$525.00	Plus \$85/Lot
Pre-Application Meeting (Land Use and Commercial Building)	\$150.00	
Public Benefit Rating System (PBRs)	\$2,275.00	
Reasonable Use Exception	\$2,200.00	
Request for Reconsideration of Hearing Examiner Decision	\$897.00	
Riparian Variance	\$3,300.00	
SEPA Environmental Review Fee	\$300.00	
~Adoption of Addendum to Existing Environmental Documents	\$300.00	

~Determination of Significance and EIS	\$1,165.00	Base deposit plus actual cost
Shoreline Conditional Use Permit*	\$3,845.00	
Shoreline Environment Change*	\$3,925.00	
Shoreline Exemption	\$1,600.00	
Shoreline Master Program Text Amendment	\$3,925.00	
Shoreline Request for an Amendment to an Approved Permit*	\$740.00	
Shoreline Request for a Time Extension to an Approved Permit	50% of original permit fee (1 year ext)	
Shoreline Substantial Development Permit*	\$1,675.00	
Shoreline Variance*	\$3,240.00	
*(additional permit(s) processed concurrently)	\$395.00	
Short Plat: Preliminary	\$2,425.00	Plus \$85/Lot
Short Plat: Change of Application or Design (Requiring 2nd Referral to Commenting Agencies, Prior to Preliminary Approval)	\$75.00	Per Hour
Short Plat: Alteration/Amendment	\$2,425.00	Plus \$85/Lot
Short Plat: 1st & 2nd Blue Line and Final Mylar Review	\$525.00	Plus \$85/Lot
Short-Term Rental: Tier 1 Annual or Renewal	\$800.00	
Short-Term Rental: Tier 2 Annual or Renewal*	\$800.00	
Short Term Rental: Tier 3 Annual and Renewal*	\$1,200.00	
*If CUP is required, CUP must be obtained prior to applying for an STR. All applicable CUP fees will be required at time of CUP application.	(see CUP Fees)	
Short-Term Rental: After-the-Fact - (Any type that did not properly register as provided in CCC, Section 11.88.290(2)(E) or (4)(B))	Assessed Double Applicable Fees	
Stream Typing	\$400.00	Natural Resources Fee
Text Amendments (Citizen Initiated) (Comp Plan and Titles 11, 12, 14, 15, and 16)	\$3,925.00	
Third Party Reviews and Charges	Cost plus 10%	
Variance	\$3,219.00	
Wetland Variance	\$3,300.00	
Zone Change Amendment	\$2,523.00	

(b) Building Fees:

Fee Description	Fee	Notes/Multipliers
Additional Plan Review Hours	\$75.00	Per Hour
Additional Inspections (after the first)	\$150.00	
After-The-Fact Building Permit Fees	2X the Building Permit Fee	
After-The-Fact Zoning Review Fees	2X the Zoning Review Fee	
Building Permit Fees:		
~ Commercial Structures	Per Fee Schedule/Valuation Chart	
~ Residential Structures	Per Fee Schedule/Valuation Chart	
~ Commercial Pole Sign	\$150.00	
~ Commercial Wall Mounted Sign	\$150.00	
~ Commercial - Additional Signs	\$150.00	
~ Mechanical Permit		
* Commercial (Associated with a Building Permit)	15% of Building Permit Fee	
* Commercial (Stand-alone)	\$300.00	
* Residential (Associated with a Building Permit)	10% of Building Permit Fee	
* Residential (Stand-alone)	\$150.00	
~ Plumbing Permit		
* Commercial (Associated with a Building Permit)	15% of Building Permit Fee	
* Commercial (Stand-alone)	\$300.00	
* Residential (Associated with a Building Permit)	10% of Building Permit Fee	
* Residential (Stand-alone)	\$150.00	
~ Swimming Pool Permit	\$225.00	
~ Spa Permit	\$225.00	
Building Site Visit (Not Associated with a Building Permit	\$150.00	

Expedited Permit Review (see CCC, Section 3.24.020(5))	\$1,120.00	
Manufactured Home (Strip Footings)	\$300.00	
Manufactured Home (Crawl Space)	\$300.00	
Time Extension of Active Building Permit	50% of original permit fee (1 year ext)	
Zoning Review Fee For Building Permits		
~ Commercial/Industrial	\$375.00	
~ Single Family Dwelling/Duplex	\$300.00	
~ Multifamily Dwelling	\$375.00	
~ Manufactured Home	\$300.00	
~ Other Buildings	\$300.00	

(c) Miscellaneous Fees:

Documents/Copies/Digitization/Archiving*	Fee	Notes/Multipliers
8.5" x 14" or less photocopies (including copies of electronic records when requested)	\$0.15 Per Page	
Copies greater than 8.5" x 14" and/or Color Maps	\$1.00 Per Page	
Scanned Records	\$0.15 Per Page	
Records Uploaded to Email, Cloud-Based Data Storage Service, or Other Means of Electronic Delivery	\$0.05 Per Each 4 Electronic Files or Attachments	
Digital Storage Media or Devices: Flash/Thumb Drive	Actual Cost	
Data Compilations Prepared or Accessed as a Customized Service (Cost in addition to above fees and/or copies)	Actual Cost	
Color Comp. Plan Maps (11" x 17")	\$3.00 Per Page	
Maps or Copies (Greater than 11" x 17")	\$5.00 Per Page	



POINTS
CONSULTING



For: Anchor QEA and Chelan County

From: Points Consulting

May 23, 2025

Points Consulting
PO Box 8487
120 N. Line St., Moscow, Idaho 83843
208-596-5809
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1. Introduction to Chelan County's LCA

The County of Chelan is in the process of updating its Comprehensive Plan to account for the population growth expected between 2027 and 2046. This report details the Land Capacity Analysis (LCA) for the County of Chelan. It's important to note that individual cities and their respective Urban Growth Areas (UGAs) within Chelan County are responsible for conducting their own LCAs. Findings from this study do not include any geographies within UGAs not under County jurisdiction, such as Cashmere, Entiat, Leavenworth, and Wenatchee. The unincorporated UGAs of Manson and Peshastin are included in this analysis, as they fall within County jurisdiction.

This report outlines the first step in the process undertaken by Chelan County to ensure sufficient land is available to meet future housing needs, based on projected population growth and the corresponding housing demand of all income segments through 2046. The contents of this process and report include:

Chapter 2: Executive Summary

- Key highlights from the assessment

Chapter 3: Population Estimates and Projections

- Historical population trends and projections provided by the Washington State Office of Financial Management (OFM) and adopted by Chelan County

Chapter 4: Future Housing Demand

- Projected future housing demand based on population projections, using the Housing for All Planning Tool (HAPT)
- Adjusted housing projections that account for new housing production from 2020 to 2026 to accurately reflect the full planning period

Chapter 5: Residential Land Capacity Analysis

- Assessment of residential land availability, which defines the County's capacity to accommodate future housing

Chapter 6: Housing Demand Vs. Supply

- Comparison of project housing demand with supply to determine whether Chelan County can meet future housing needs

Executive Summary

Chelan County is updating its Comprehensive Plan to accommodate projected population growth between 2027 and 2046 and to ensure an adequate housing supply across all income levels. This Land Capacity Analysis (LCA) focuses on unincorporated areas not managed by cities, such as the Manson and Peshastin Urban Growth Areas (UGAs). Under the Growth Management Act (GMA), counties must establish UGAs to concentrate urban development within designated boundaries and prevent urban-style growth in rural areas.

Manson and Peshastin are unique because neither contains an incorporated city, making Chelan County responsible for managing these areas. In contrast, each incorporated city in Chelan County is responsible for managing its own UGA. For this reason, PC does not include the other UGAs in the County in this analysis.

Population

On March 5, 2024, the Board of Chelan County Commissioners adopted population allocations from the Washington Office of Financial Management (OFM). These allocations forecast how population growth will be distributed across the County over the next 20 years, based on OFM's medium growth model.

Between 2022 and 2046, rural Chelan County is expected to account for approximately 25% of the County's total population growth, reaching a population of 27,198 by the end of the planning period. The Manson UGA is projected to account for approximately 3% of growth, with a population of 2,592 in 2046. The Peshastin UGA is not expected to experience any growth, and its population is projected to remain stable at 655 through 2046.

Future Housing Needs

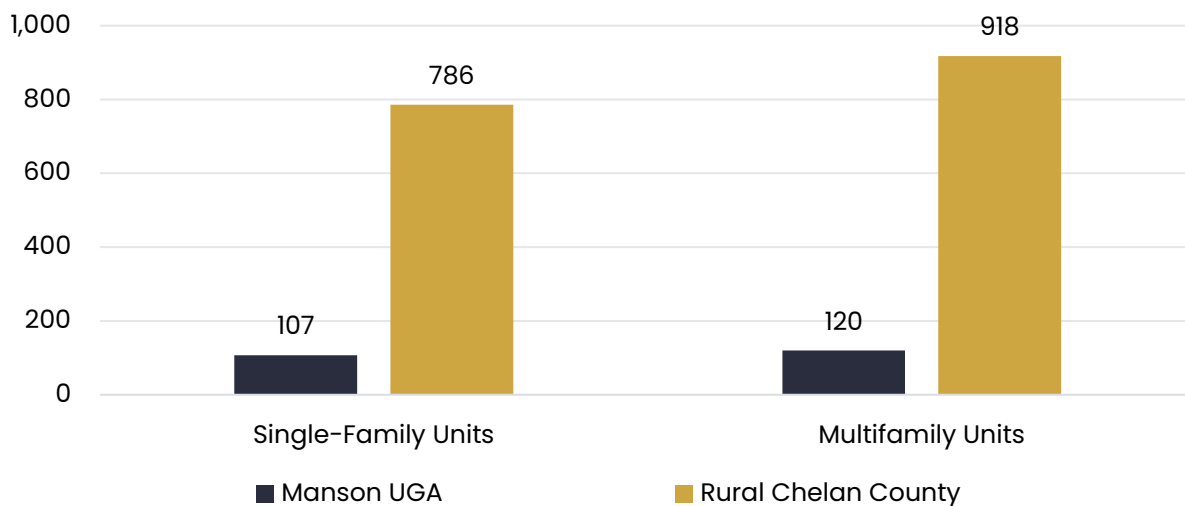
Like the population projections, future housing needs are determined by the population growth allocations adopted by Chelan County. To assess these needs, the Points Consulting (PC) team used a model provided by Chelan County that incorporates the Housing for All Planning Tool (HAPT), developed by the Washington State Department of Commerce. The HAPT model estimates housing needs from 2020 to 2046 by Area Median Income (AMI) level for each jurisdiction in the County based on the adopted population allocations. Chelan County selected a methodology aligned with "Method A" from the HAPT guidance.

The planning period for Chelan County's next Comprehensive Plan spans 2027 to 2046. To align the model's projections with this timeframe, PC adjusted the baseline using housing permit data collected by the University of Washington Center for Real Estate Research (WCRER) from 2021 to 2023, including a forecast through 2026. Following this

adjustment, the County's HAPT-based projections indicate the number of housing units needed in each jurisdiction by 2046.

It is also important to note that, due to Peshastin's projected lack of population growth, there are no additional housing needs forecasted for the Peshastin UGA.

Figure 1.1: Housing Needs, 2027–2046



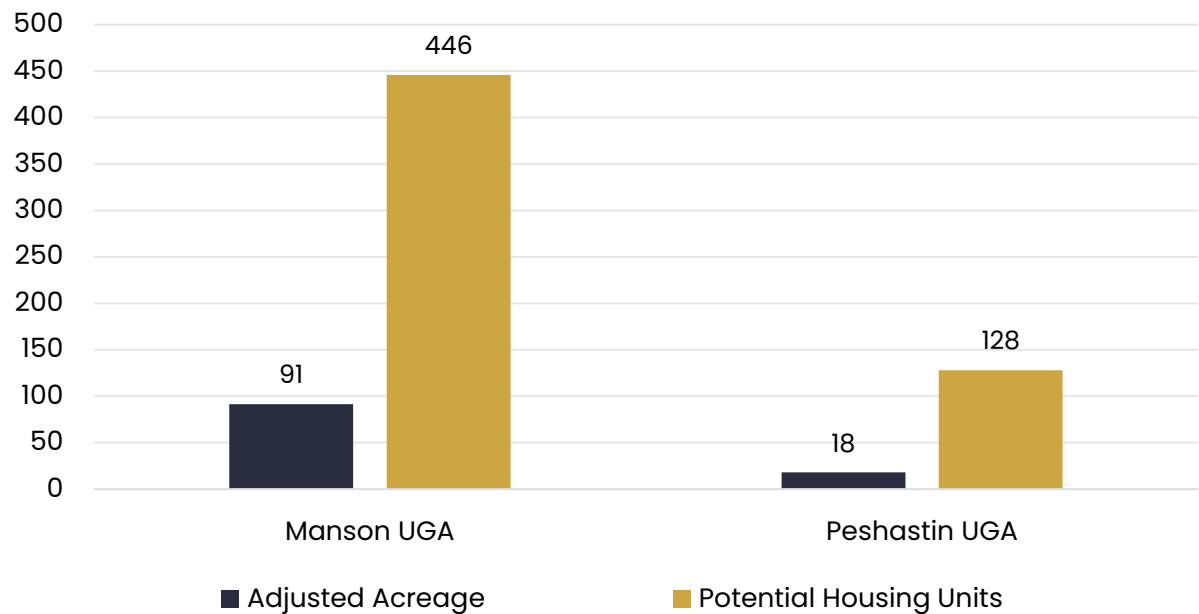
Source: Housing for All Planning Tool, Method A; WCRER Housing Permit Data; HUD Area Median Incomes; HUD Fair Market Rents

Residential Land Capacity Analysis

Using parcel data from Chelan County, PC conducted a Residential LCA. Within zones permitting residential development, PC classified parcels as **Vacant**, **Potentially Redevelopable**, or **Underutilized** based on improvement values, land values, and Department of Revenue (DOR) codes. Following best practices, PC applied a 25% reduction to account for market factors and an additional 25% reduction to account for public use and right-of-way development on Vacant land.

Although findings for the rural county areas are detailed in [Chapter 4](#), key results are summarized here where appropriate. Our analysis of Vacant parcels is shown in Figure 1.2.

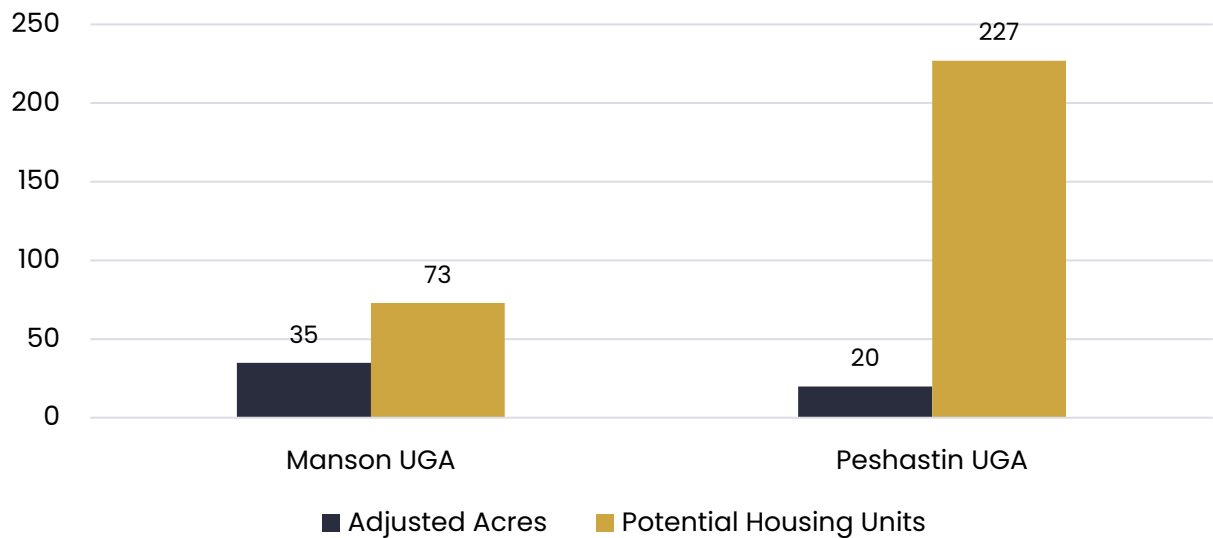
Figure 1.2: Chelan County Unincorporated Urban Growth Area Vacant Residential Land and Potential Units



Source: City and County of Chelan, 2024

PC defines Potentially Redevelopable parcels as those with improvement values lower than land values but exceeding \$10,000. This captures properties with existing improvements that are significant yet still offer substantial land available for further development. Figure 1.3 shows the results of our analysis.

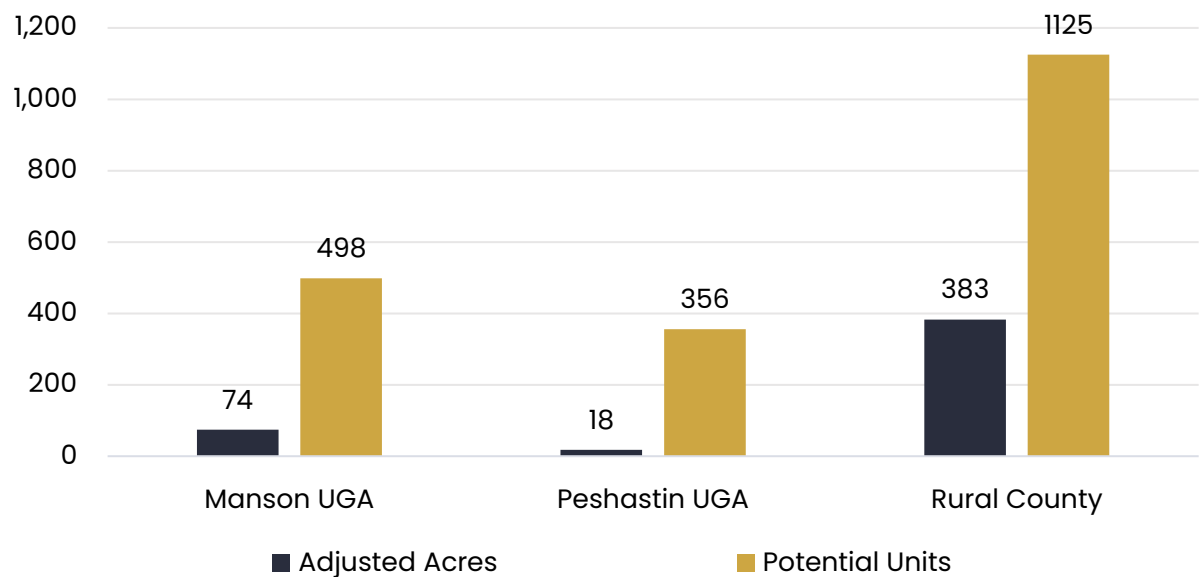
Figure 1.3: Redevelopable Residential Land in Unincorporated UGA Land



Source: City and County of Chelan, 2024

PC identified Underutilized parcels based on current use and zoning standards. Although these properties are already developed and have improvement values high enough to exclude them from the Potentially Redevelopable category, they remain candidates for redevelopment over the next 20 years to help meet housing demand. These properties have improvement values greater than their land values and exceed \$10,000, but their current use reflects a lower density than what is allowed under current zoning. Figure 1.4 shows the results of our analysis.

Figure 1.4: Underutilized Land Inventory in Unincorporated UGAs and Rural County



Source: City and County of Chelan, 2024

Capacity Findings

PC’s analysis of Vacant, Potentially Redevelopable, and Underutilized parcels shows that the total housing supply can meet projected housing demand through 2046. By strategically focusing on underutilized parcels (especially in Rural Village zones) policymakers can help ensure affordability and limit sprawl. Ongoing monitoring of market conditions and infrastructure investments will help keep growth aligned with long-term targets.

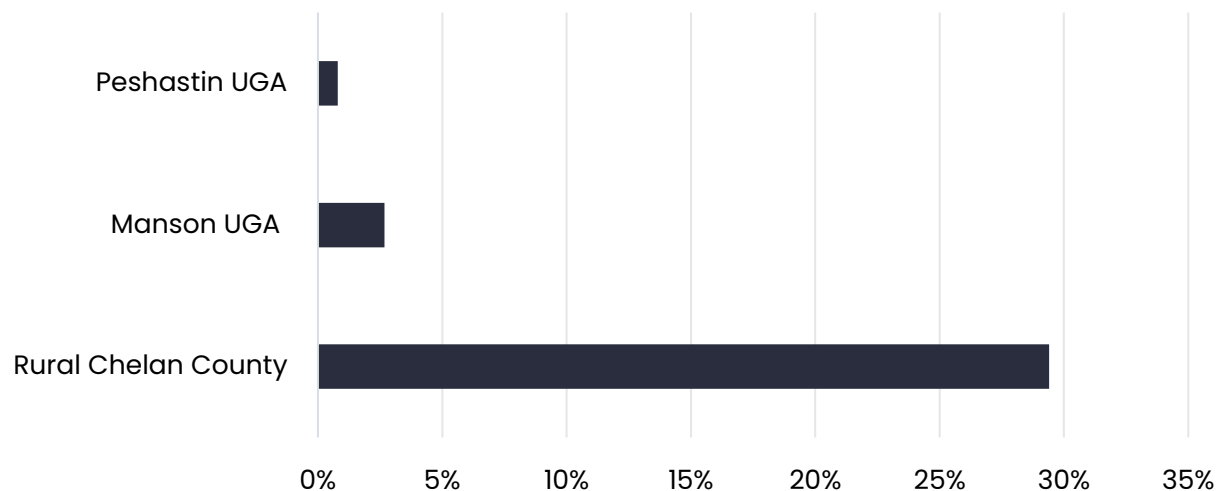
2. Population Estimates, Trends, and Projections

Population Estimates

In 2023, Chelan County's estimated population was 81,500. Approximately 40.4% of residents lived in unincorporated areas (land located outside city limits but within the Urban Growth Areas (UGAs)) designated for each city. Although not currently part of a city, these areas are eligible for annexation when the need arises.

Chelan County has two UGAs not associated with an incorporated city: Peshastin and Manson. In 2023, Peshastin accounted for 0.8% of the County's population, while Manson represented 2.7%. Rural Chelan County, located entirely outside both city and UGA boundaries, made up 29.4% of the total population (Figure 2.1).

Figure 2.1: Percent Share of Total County Population by Geographical Areas, 2023



Source: Small Area Estimates Program—Urban Growth Area Population Estimates, Washington State OFM

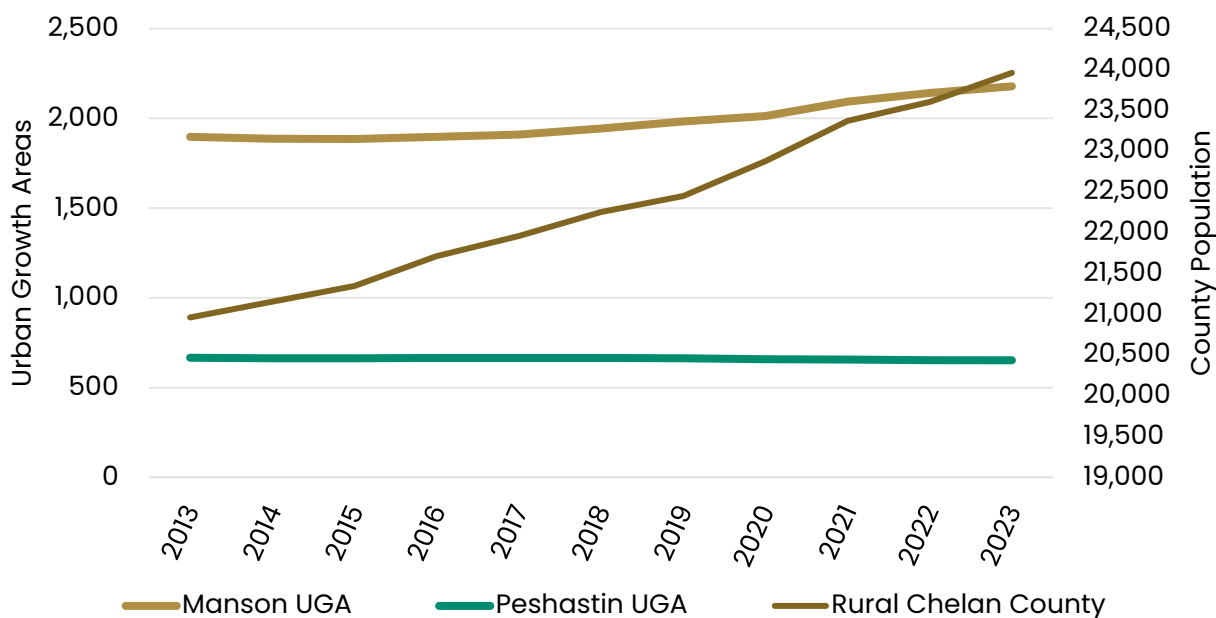
Population Growth Trends

In 2013, Chelan's County's population was estimated at 73,391. At that time, 28.6% of residents lived in rural Chelan County. By 2023, this share had grown, indicating an increasing proportion of the population living outside both city and UGA boundaries. In 2013, approximately 2.6% of the population lived in Manson and 0.9% in Peshastin.

Overall, the County's population grew 11.4% between 2013 and 2023. The Chelan UGA and Leavenworth UGA experienced the highest percentage increases (5.8% and 12.3% respectively). However, in terms of total population growth, the Wenatchee UGA saw the largest increase.

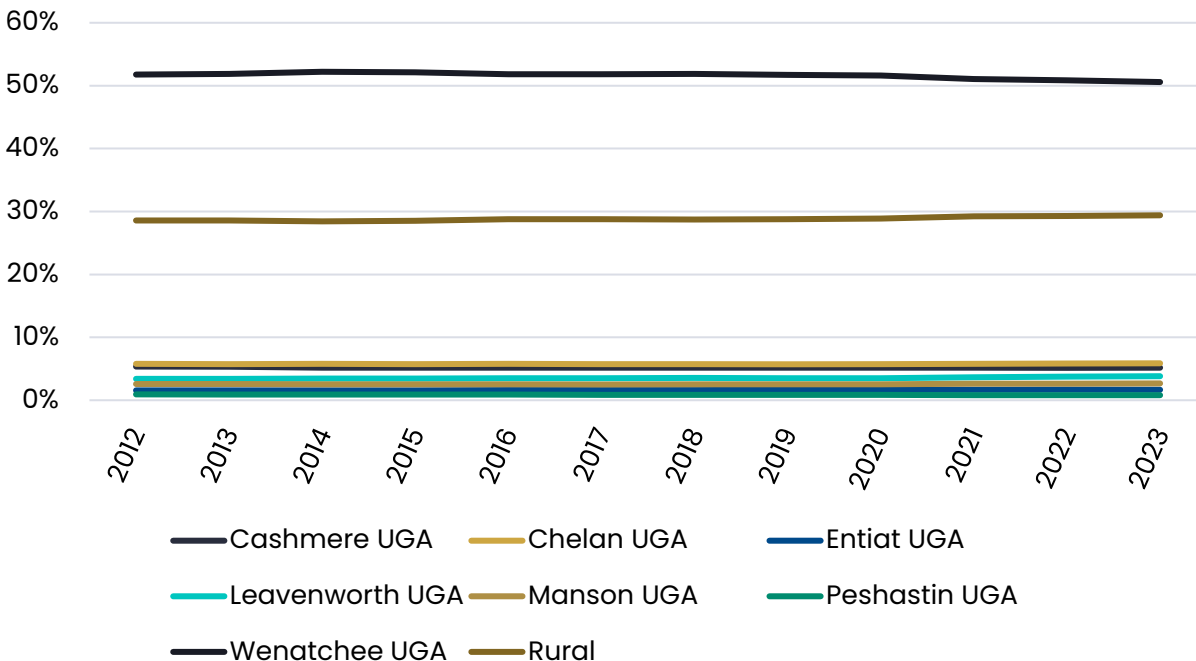
Figure 2.2 illustrates population changes in County-managed jurisdictions during this period. Figure 2.3 presents population trends for each area within Chelan County.

Figure 2.2: Unincorporated Urban Growth Area Populations, 2013–2023



Source: Small Area Estimates Program–Urban Growth Area Population Estimates, Washington State OFM

Figure 2.3: Chelan County Population Percentages



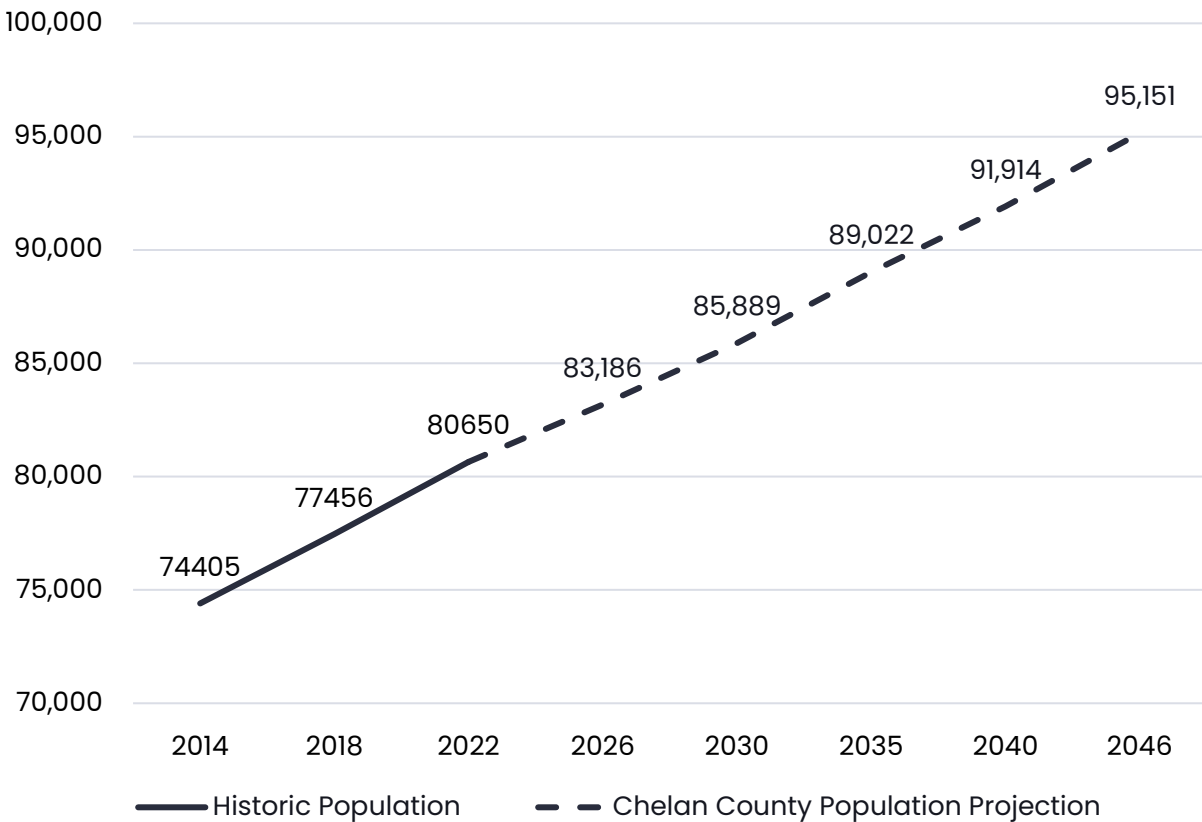
Source: Small Area Estimates Program–Urban Growth Area Population Estimates, Washington State OFM

On March 5, 2024, The Board of Chelan County Commissioners adopted a set of population projections based on the medium targets set by the Washington State

Office of Financial Management (OFM). Figure 2.4 shows the population projections that were chosen by the County, while Figure 2.5 displays the low, medium, and high population projections provided by the OFM. Also shown is the 2017 Chelan County Comprehensive Plan population projection in comparison to the new medium projection.

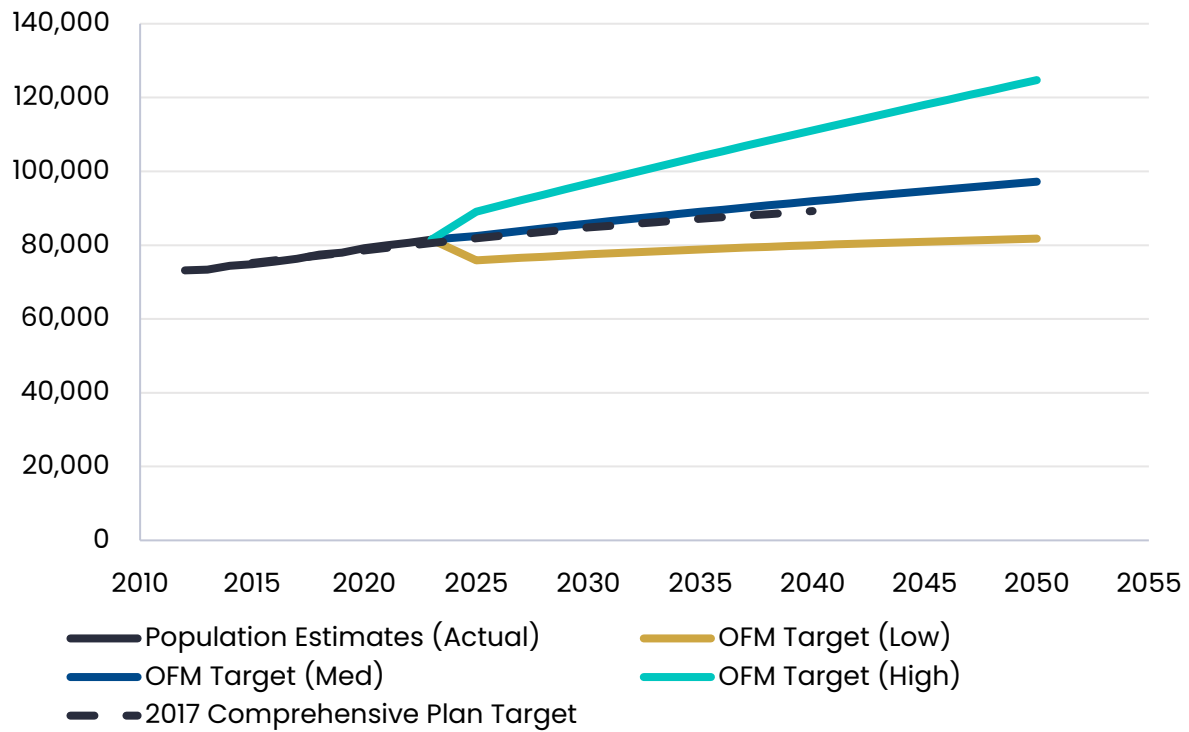
Table 2.1 shows the adopted projections broken down by each Urban Growth Area, as well as incorporated and unincorporated Chelan County.

Figure 2.4: Chelan County Population Projections



Source: Chelan County Population Allocations, 2024

Figure 2.5: Washington OFM Countywide Projections



Source: Points Consulting using Washington State OFM, 2024; Chelan County Comprehensive Plan 2017

Table 2.1: Chelan County Population Projections by Geographic Area

UGA	Population Allocation	2022	2026	2030	2035	2040	2046	2026-2046
Manson	3.4%	2,103	2,189	2,280	2,385	2,483	2,592	403
Chelan	3.4%	4,704	4,791	4,884	4,991	5,090	5,201	410
Entiat	2.2%	1,361	1,418	1,478	1,548	1,612	1,684	267
Leavenworth	3.4%	3,041	3,128	3,221	3,329	3,428	3,539	410
Peshastin	0.0%	655	655	655	655	655	655	--
Cashmere	3.2%	4,153	4,235	4,322	4,423	4,517	4,621	386
Wenatchee	59.6%	41,019	42,530	44,141	46,008	47,731	49,660	7,130
Urban	75.28%	57,036	58,945	60,980	63,339	65,516	67,953	9,007
Rural	24.72%	23,614	24,241	24,909	25,683	26,398	27,198	2,958
Total	100.00%	80,650	83,186	85,889	89,022	91,914	95,151	11,965

Source: Chelan County Population Allocations, 2024

3. Future Housing Demand

The Housing for All Planning Tool (HAPT) is a product of House Bill 1220 (HB 1220), a revision to the Growth Management Act (GMA). This tool helps counties plan for population growth by accounting for housing needs across different income levels. Using population projections for 2046 from the Washington State Office of Financial Management (OFM), the HAPT breaks down housing needs by Area Median Income (AMI) using three allocation methods.

On March 5, 2024, Chelan County selected the medium population projection as the most accurate reflection of expected growth.

In conjunction with this, the County adopted housing need allocations for the planning period from 2020 to 2046. These projections, based on Method A of the Washington State Department of Commerce's HAPT, distribute housing needs to Urban Growth Areas (UGAs) and rural areas.

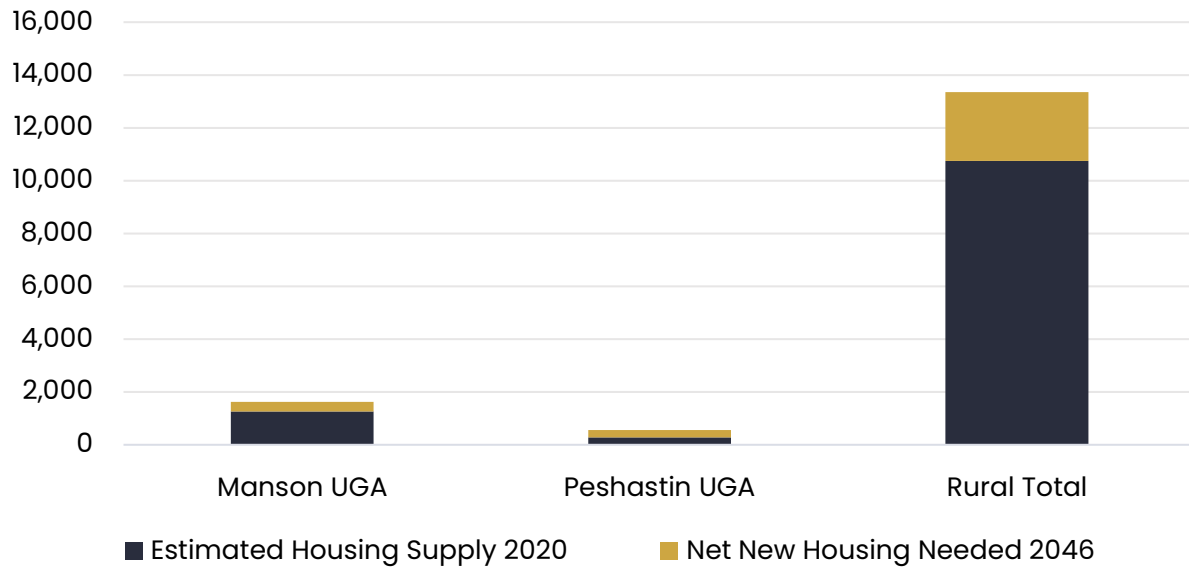
Allocation Method A:

- Assumes all housing needs are met through new housing production
- Applies uniform income-based percentage shares to each jurisdiction's net new housing growth target

To ensure consistency, both the County and its cities must use the same allocation method, so that all housing needed to support projected population growth is properly accounted for.

Figure 3.1 shows the estimated housing needs for Manson, Peshastin, and rural unincorporated areas. A full breakdown of housing needs for the entire County is provided in [Appendix A](#). Notably, Peshastin is projected to need zero new housing units by 2046.

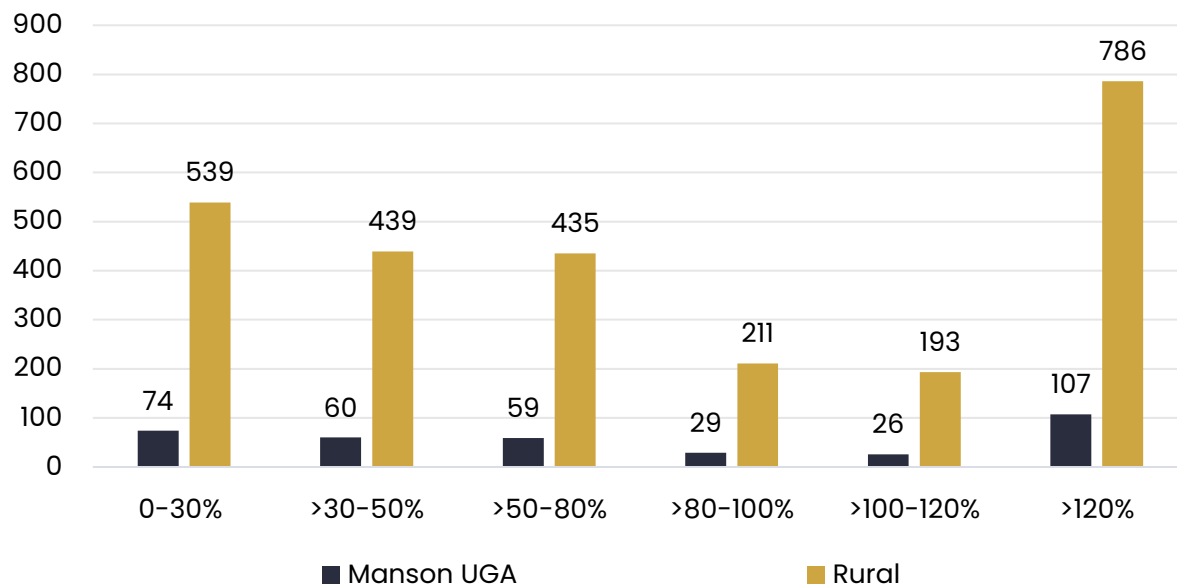
Figure 3.1: Projected Housing Need for Unincorporated County Areas



Source: Chelan County Population and Housing Allocations using the Housing for All Planning Tool, Washington State Department of Commerce

Figure 3.2 shows the demand for housing based on Area Median Income (AMI) level for the same period.

Figure 3.2: Housing Need by AMI Level for Unincorporated County



Source: Chelan County Population and Housing Allocations using the Housing for All Planning Tool, Washington State Department of Commerce

Estimated Housing Supply by Income Level and Region

The Comprehensive Planning Update covers a 20-year growth period. However, the HAPT model produces housing demand estimates for the years 2020 to 2046. To align with the 20-year planning horizon, housing supply is first estimated for the period from 2020 to 2026. These estimates are then subtracted from the total housing demand (2020–2026) to determine the remaining housing need for the 20-year period of 2027 to 2046.

Housing supply estimates for 2021 to 2026 are based on permit data collected by the University of Washington's Center for Real Estate Research (WCRER).

Residential Permits Issued, 2021–2023

The housing permit data from WCRER includes the number of housing permits issued by local jurisdictions, along with their corresponding permit values, for the years 2021 to 2023. These permit values were used to estimate the value of the housing units constructed during that period.

Estimating Housing Supply, 2024–2026

A three-year moving average of the total number of dwelling units built from 2021 to 2023 is used to forecast housing production in subsequent years. This average is applied as follows: the 2021–2023 average is used to estimate 2024 housing production; the 2022–2024 average informs the 2025 estimate; and the 2023–2025 average is used for the 2026 projection.

Estimated Housing Supply, 2021–2026

Figure 3.3 shows the estimated total housing supply by affordability level for the years 2021 to 2026. The graph indicates that the majority of housing during this period is expected to be built in rural areas of the County.

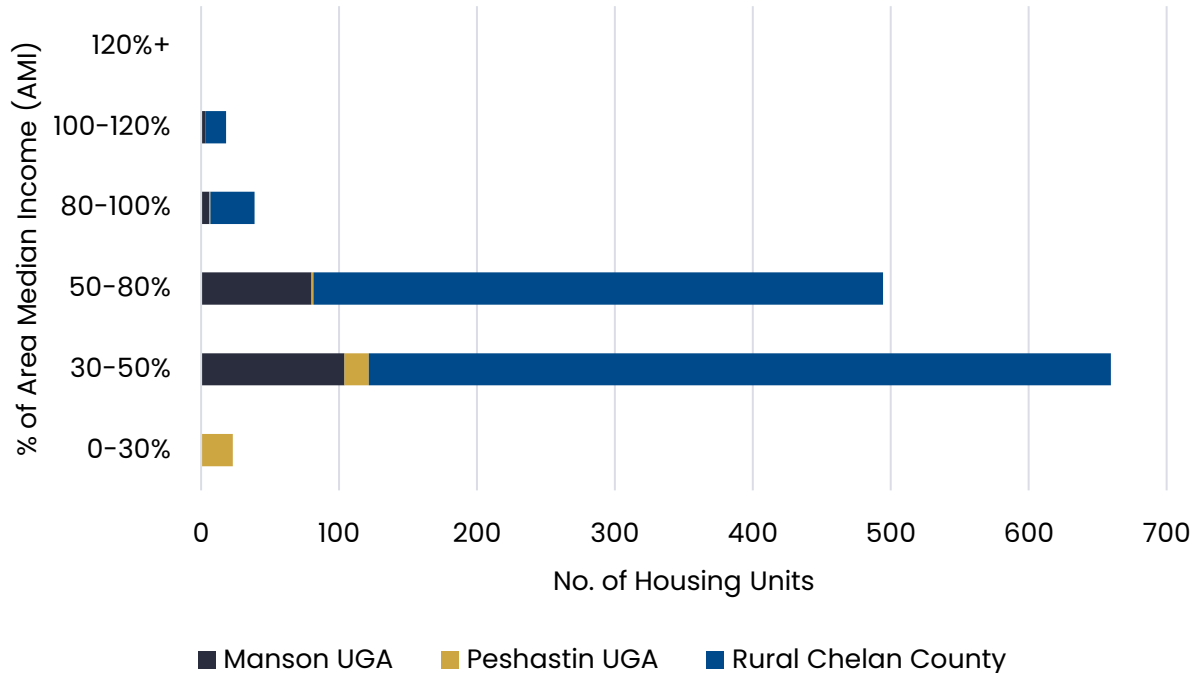
Determining Affordability of the Estimated Housing Supply

To estimate the affordability level of new housing units, the project team used different methods based on housing type. For single-family and two-unit structures, affordability was calculated using mortgage payment estimates. These were compared against income levels derived from the U.S. Department of Housing and Urban Development's (HUD) Median Family Income (MFI) data to determine affordability at various Area Median Income (AMI) levels.

For structures with five or more units, the team used HUD's Fair Market Rents (FMRs) to assess affordability.

A detailed breakdown by unit count can be found in [Appendix A](#).

Figure 3.3: Estimated Housing Supply by Region and Income Level, 2021–2026



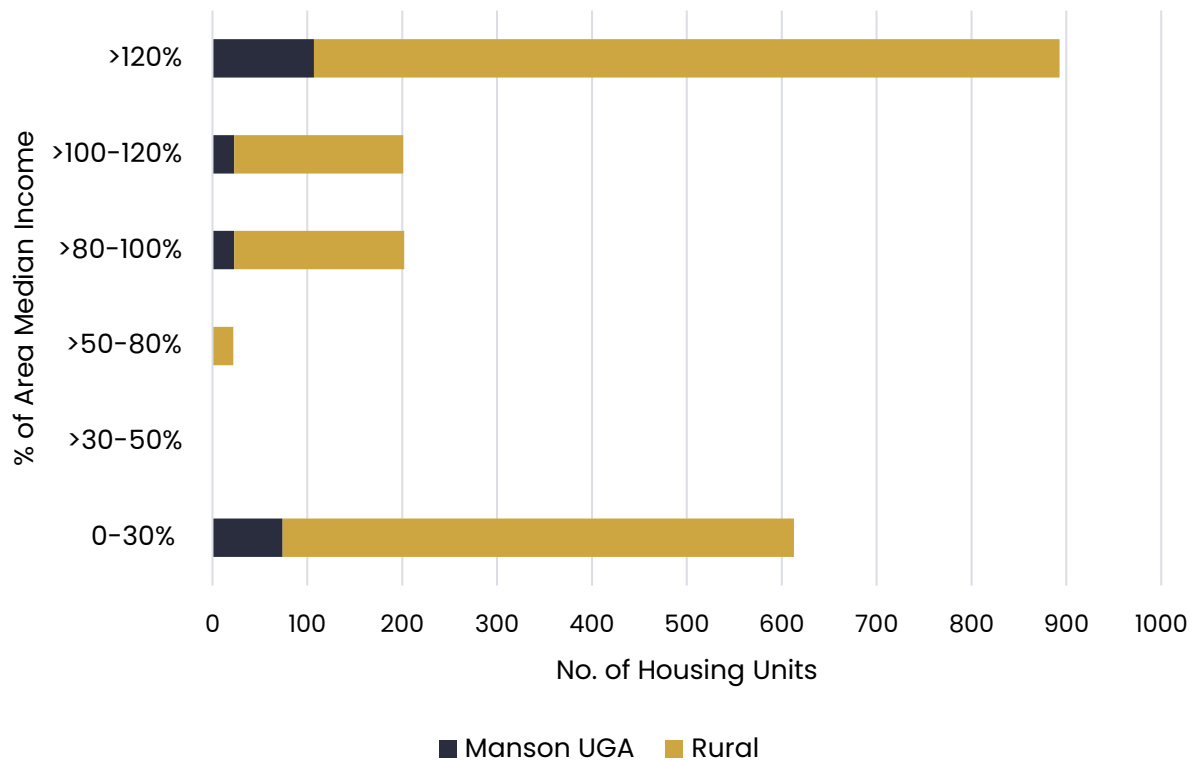
Source: *Housing for All Planning Tool, Method A; WCRER Housing Permit Data; HUD Area Median Incomes; HUD Fair Market Rents*

Housing Demand by Income Level 2027–2046

The project team calculated housing demand for the planning period of 2027 to 2046 by subtracting the estimated housing supply built between 2020 and 2026 from the total projected housing demand for 2020 to 2046. The substantial number of units built in the 30–50% AMI range during 2021–2026 suggests that this need has been met, and therefore, no additional units are required in this income category over the next 20 years.

Based on the current housing supply, Manson will need approximately 74 low-income multifamily units and 107 single-family units between 2027 and 2046. The remainder of rural Chelan County will require 539 low-income multifamily units and 786 single-family units during the same period (Figure 3.4).

Figure 3.4: Housing Demand by Region and Income Level, 2027–2046



Source: Housing for All Planning Tool, Method A; WCRER Housing Permit Data; HUD Area Median Incomes; HUD Fair Market Rents

Temporary Emergency Housing Demand

The HAPT model produced housing unit needs for temporary, emergency housing. According to the model, the County will need 302 additional units by 2046. Approximately 10 of these will be located in the Manson UGA, and 75 will be located in the rural county.

4. Residential Land Capacity Analysis

Purpose

The Residential Land Capacity Analysis (LCA) identifies Vacant, Potentially Redevelopable, and Underutilized residential land in unincorporated Chelan County, which includes all rural areas of Chelan, as well as the Manson and Peshastin Urban Growth Areas (UGAs). The analysis identifies areas that have the potential to be developed with new or additional residential development to accommodate housing needs for the next twenty years (2027–2046).

An additional evaluation was conducted for the Malaga Limited Area of More Intense Rural Development (LAMIRD), which is recognized by the State of Washington as an area intended for:

- Intense rural development and the containment of low-density sprawl
- Small-scale commercial uses that rely on a rural location
- Small-scale economic development and employment consistent with rural character
- Redevelopment of existing industrial areas within rural areas

Findings from this analysis are shown in [Appendix C](#).

This chapter outlines the key assumptions and the methodology the Points Consulting (PC) project team used to create an inventory of Vacant, Potentially Redevelopable, and Underutilized parcels. The geographic scope of the residential LCA includes all unincorporated land in Chelan County.

Assumptions

The study is based on the following assumptions:

1. The project team acquired the following densities from local zoning codes and the Comprehensive Plan. They serve as the baseline density assumptions for the LCA:
 - PC assumed that land in each zoning district will be developed to the highest allowable density. For example, a zone designated for multifamily housing is not assumed to develop single-family housing.
 - Each residential density has been adjusted downward to create an “assumed density,” as it is unlikely that development will occur at the maximum allowed density in every zone. Many zones also include a range of densities, requiring reasonable assumptions.
 - Only one rural zone (rural village, RV) permits multifamily dwellings. While the density standards do not explicitly state that RV has the highest

residential density, PC assumed that the RV zone will develop at the highest density.

- See the Zoning Dictionary in [Appendix A](#) for detailed descriptions of each zone.

Table 4.1: Zoning Densities and Assumptions

Zone	Density	Density Assumption
Manson UGA		
UR1	4	3
UR2	8	6
UR3	12	9
Peshastin UGA		
R-1	10	6
R-2	6 SFH-37 MFH	20
R-3	7 SFH-37 MFH	20
Rural County		
RR2	0.4	0.4
RR5	0.2	0.2
RR10	0.1	0.1
RR20	0.05	0.05
RW	0.5-3.5	1.5
RRR	0.5-3.5	1
RV	0.4+	3
RC	No Limit	0.5

Source: Chelan County Zoning Code

- PC assumed that land under certain types of ownership or existing uses will not be converted to residential use, even if it is zoned for residential development. when zoned for residential purposes. These ownership types or uses include the following:
 - Government-owned parcels
 - School District-owned parcels
 - Tribal-owned parcels
 - Fire District-owned parcels
 - Public/Quasi-Public land, Recreational land (parks, golf courses, etc.)
 - Cemeteries
 - Churches
 - Condominiums and Condo Public Spaces
- Market Factors:** PC assumed approximately 25% of the land will not develop due to market constraints such as unwilling sellers or buyers, lack of developer

interest, or landowners choosing to conserve property through land trusts. Therefore, PC made this reduction from the land inventory.

- **Potentially Redevelopable:** PC assigned these parcels an assumed market factor of 35%. They are less likely to be developed with additional housing compared to Vacant land due to the presence of existing residential structures.
 - **Underutilized:** PC assigned these a higher market factor of 50%, as they are the least likely property classification to redevelop. While not used to their full potential, these parcels are already fully developed for residential purposes, making redevelopment less probable than for Potentially Redevelopable properties.
 - **City of Chelan Adjustment:** PC made an additional, community-specific adjustment for the City of Chelan to account for a planned development at the Apple Blossom Center. This multifamily development allows a maximum density of 24 dwelling units per acre, with a total cap of 720 units. This special district is reflected in the City of Chelan's figures and tables as "ABMF."
4. **Public Infrastructure and Roads:** PC assumed that as development occurs, nearly 25% of the land in the inventory will be used to accommodate public infrastructure and public rights-of-way necessary to support future development.
 5. **Vacant:** PC classified parcels with an improvement value of \$10,000 or less as Vacant.
 6. **Potentially Redevelopable:** PC classified residential parcels as Potentially Redevelopable if they are not considered Vacant (i.e., they have an improvement value greater than \$10,000) and have an improvement-to-land value ratio of less than 1.0. This classification assumes that such parcels could be redeveloped to accommodate additional housing. The improvement-to-land ratio is equivalent to a 33% improvement-to-total assessed value ratio.
 - For instance, if the total assessed value of a parcel is \$200,000, and the improvement value is \$50,000, the land value would be \$150,000. PC would classify this parcel as Potentially Redevelopable. It is not considered Vacant because the improvement value exceeds \$10,000, but it qualifies as Potentially Redevelopable because the improvement value is less than the land value.
 7. **Underutilized:** This category of land inventory includes residential parcels assumed to be underutilized (those that do not fall in either the Vacant or Potentially Redevelopable categories). Underutilized parcels are developed at a lower density than what is permitted by the zoning district in which they are located.

- For example, parcels that are assigned a Department of Revenue (DOR) Code of 11 (Residential Single Family) but located in a zone with higher maximum density (such as RM in Wenatchee) are considered Underutilized.
- In another case, both Wenatchee and Peshastin have parcels located in high-density zones (such as RH) that are designated as DOR Code 12 (2–4 unit) parcels. PC also considers these parcels Underutilized, as the existing 2–4 unit structures do not maximize the development potential allowed by zoning.

Methodology to Create Land Inventory

PC began this analysis with a comprehensive evaluation of all parcels in unincorporated Chelan County, as well as the City of Chelan. Using the above noted assumptions, PC took the following steps to create the land inventory.

1. PC used local zoning codes to identify and extract all parcels zoned for residential development in all the Urban Growth Areas and rural areas of the County.
2. Subsequently, PC segregated the residential parcels by zoning districts to identify land that could be developed with single-family dwellings and multifamily residential development.
3. PC removed the following from the inventory: parcels that are government-owned; owned by school districts, tribes, fire districts, or homeowner associations; designated as public or quasi-public land; used for recreation (e.g., parks, golf courses); reserved for cemeteries; or developed with churches.
4. PC removed parcels from the land inventory containing steep slopes of over 15% grade and those located within FEMA Special Flood Hazard Area Zones A, AE and AO.
5. PC deducted 25% of the remaining land area from the inventory to accommodate market factors.
6. We deducted 25% of the remaining land area from the inventory to accommodate development of public infrastructure and roads to support future development.
7. PC separated the remaining inventory into three different categories using improvement values, land values and Department of Revenue (DOR) tax codes based on the assumptions noted above. The three categories of land inventory are:
 - a. Vacant
 - b. Potentially Redevelopable
 - c. Underutilized

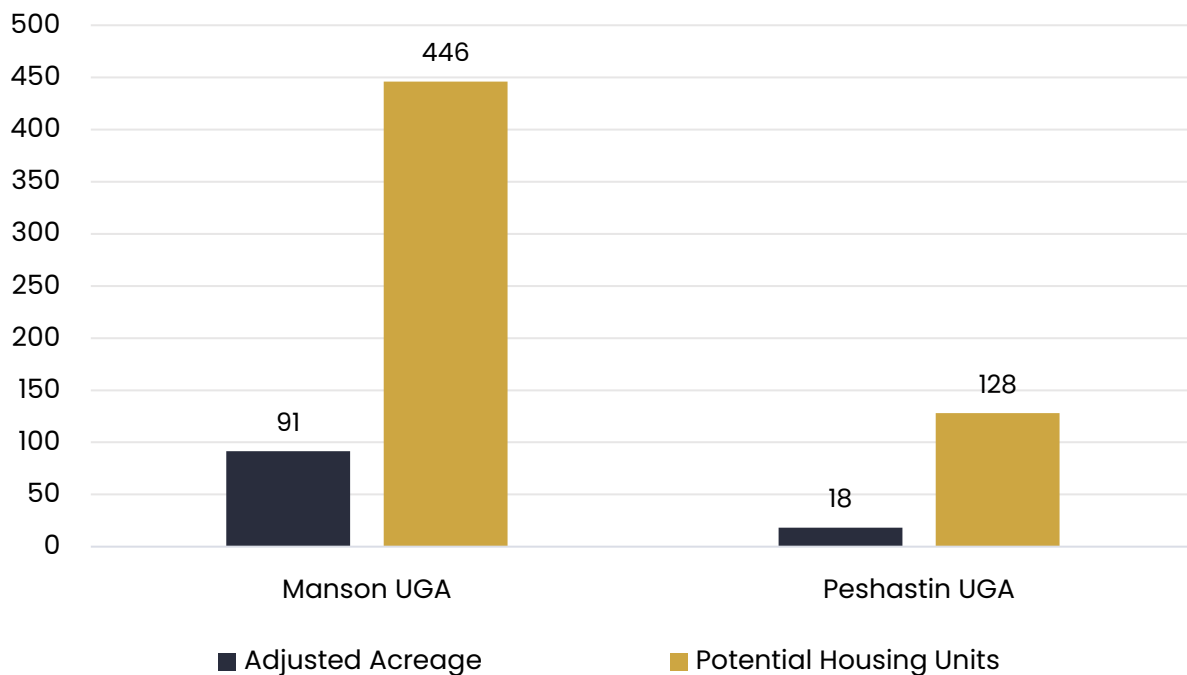
8. PC multiplied the area of land (in acres) from the land inventory by the assumed residential densities for each zoning district (as noted in the assumptions above) to estimate the potential number of housing units that could be accommodated on that land.

Vacant Land Inventory and Potential Housing Units Supply

As noted in the assumptions, parcels with an improvement value of less than \$10,000 are classified as Vacant. Figure 4.1 below and Tables 4.2–4.4 show Vacant land inventory derived using the assumptions and methodology noted in the previous section.

Figure 4.1 depicts the Vacant land available in unincorporated Chelan County. These areas include the two unincorporated towns of Manson and Peshastin, which are recognized as UGAs. The figure shows the potential number of housing units that could be developed on the available, adjusted acreage.

Figure 4.1: Chelan County Unincorporated Urban Growth Area Vacant Residential Land and Potential Units



Source: City and County of Chelan, 2024

Tables 4.2–4.4 detail the amount of land classified as Vacant and the resulting potential housing units within each unincorporated UGA, broken down by zoning. Table 4.4 also includes all Vacant land in rural Chelan County.

Table 4.2: Manson UGA Unincorporated UGA Vacant Residential Land

Zone	Adjusted Acres	Housing Unit Potential
UR1	43	129
UR2	40	238
UR3	9	79
Total	91	446

Source: City and County of Chelan, 2024

Table 4.3: Peshastin UGA Unincorporated Vacant Residential Land

Zone	Adjusted Acres	Housing Unit Potential
R-1	17	100
R-2	1	24
R-3	0.21	4
Total	18	128

Source: City and County of Chelan, 2024

Table 4.4: Rural Chelan County Vacant Residential Land

Zone	Adjusted Acres	Housing Unit Potential
RC	22	11
RR10	6,126	613
RR2	888	355
RR20	24,588	1,229
RR5	3,768	754
RRR	200	200
RV	132	395
RW	211	316
Total	35,933	3,873

Source: City and County of Chelan, 2024

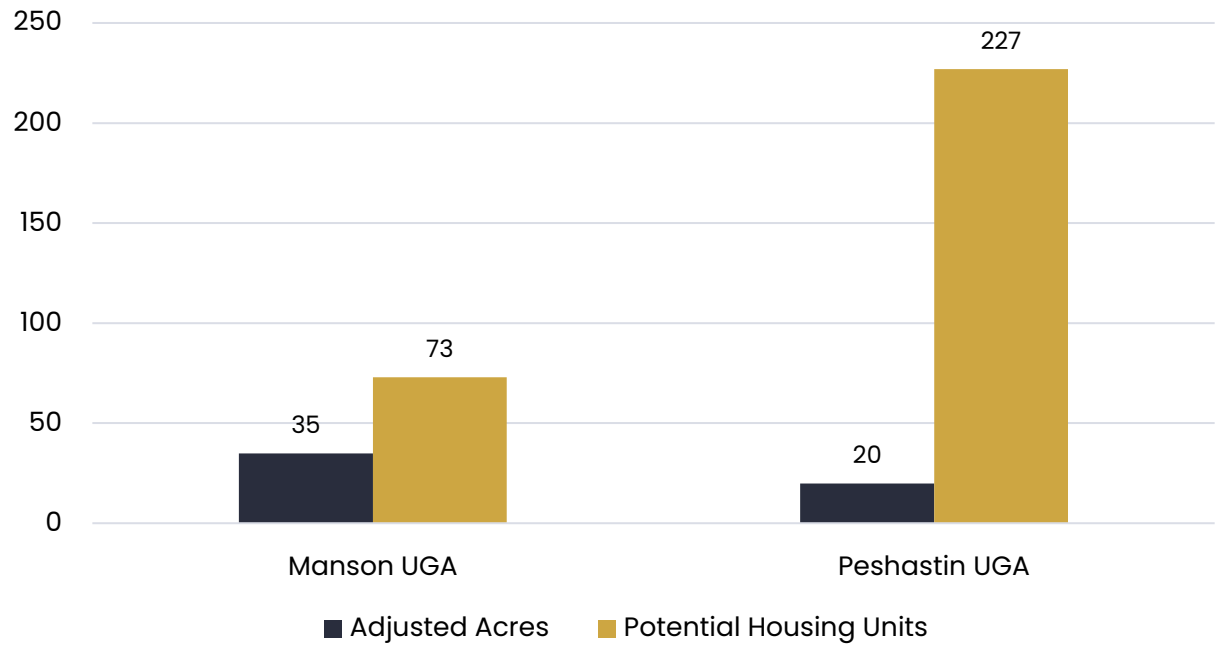
Potentially Redevelopable Land Inventory

As defined in this study's assumptions, residential parcels not classified as Vacant (specifically, those with an improvement value over \$10,000 and an improvement-to-total taxable value ratio of less than 0.33) are considered Potentially Redevelopable. This threshold is more conservative than those used in some other residential land capacity analyses, due to the undervaluation of highly sought-after parcels and structures in Chelan County, where scenic views drive high demand.

These parcels have improvement values lower than their land values, indicating potential for redevelopment to accommodate more housing. However, recognizing that not all parcels will be redeveloped, PC applied a 35% market factor to the estimates. This effectively eliminates 65% of the acreage.

Figure 4.2 shows all Potentially Redevelopable land available within the unincorporated UGA boundary.

Figure 4.2: Potentially Redevelopable Residential Land in Unincorporated UGA Land



Source: City and County of Chelan, 2024

Tables 4.5–4.7 display a detailed breakdown and total of Potentially Redevelopable land by zone.

Table 4.5: Manson UGA Potentially Redevelopable Land

Zone	Number of Parcels	Adjusted Acres	Housing Unit Potential
UR1	37	17	51
UR2	65	16	93
UR3	29	2	22
Total	131	35	166

Source: City and County of Chelan, 2024

Table 4.6: Peshastin UGA Potentially Redevelopable Land

Zone	Number of Parcels	Adjusted Acres	Housing Unit Potential
R-1	8	12	72
R-2	8	7	148
R-3	6	0.3	7
Total	22	19	227

Source: City and County of Chelan, 2024

Table 4.7: Rural Chelan County Potentially Redevelopable Land

Zone	Number of Parcels	Adjusted Acres	Housing Unit Potential
------	-------------------	----------------	------------------------

RC	4	1	1
RR10	125	493	49
RR2	241	198	79
RR20	167	1,096	55
RR5	350	797	159
RRR	37	12	12
RV	68	38	115
RW	507	2,635	470
Total	1,499	5,270	940

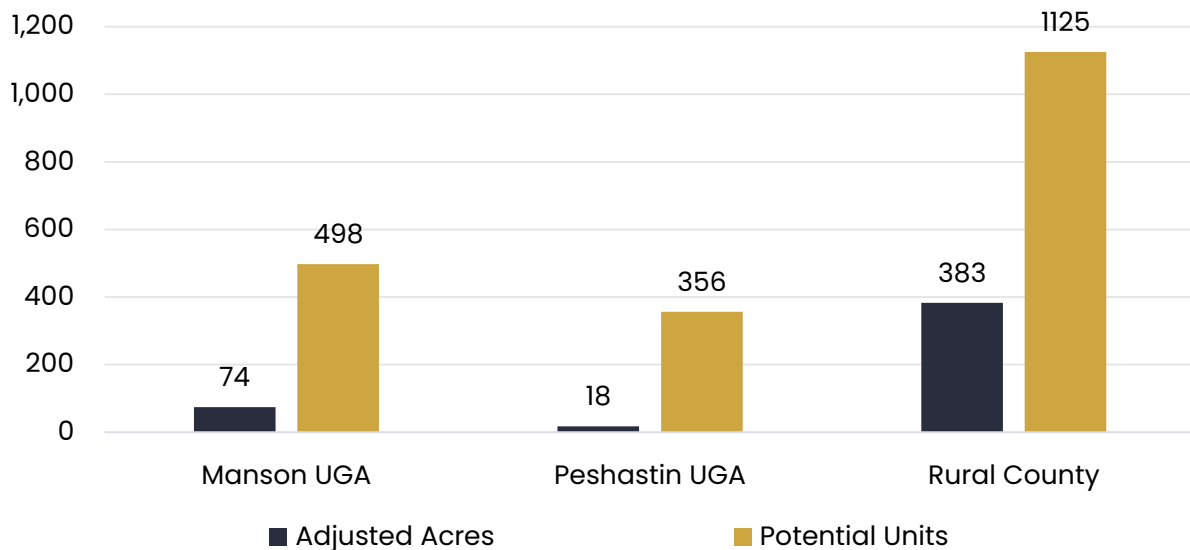
Source: City and County of Chelan, 2024

Underutilized Land Inventory

As noted in the study assumptions, Underutilized land refers to residential parcels that are not classified as Vacant or Potentially Redevelopable but are assumed to be developed at a lower density than allowed by their zoning. These parcels do not meet the criteria for the other categories but still represent opportunities for additional housing development. The assumptions section of this chapter provides examples to illustrate how PC identified these parcels.

Figure 4.3 shows the amount of land classified as Underutilized in the unincorporated UGAs of Chelan County, along with the potential number of housing units that could be accommodated if the land were developed to its maximum zoning capacity.

Figure 4.3: Underutilized Land Inventory in Unincorporated UGAs



Source: City and County of Chelan, 2024

Tables 4.8–4.10 provide a breakdown of each zone by number of parcels, total acreage, and potential housing units.

Table 4.8: Manson UGA Underutilized Residential Land

Zone	Number of Parcels	Adjusted Acres	Housing Unit Potential
UR2	320	57	341
UR3	207	17	157
Total	527	74	498

Source: City and County of Chelan, 2024

Table 4.9: Peshastin UGA Underutilized Residential Land

Zone	Number of Parcels	Adjusted Acres	Housing Unit Potential
R-2	20	15	309
R-3	25	2	47
Total	45	18	188

Source: City and County of Chelan, 2024

A cluster of parcels located within the City of Wenatchee’s boundaries are zoned under county designations, despite being situated in high- and medium-density areas. Technically, these parcels are not part of the City of Wenatchee. Many are currently underutilized and are included in this portion of the analysis.

Table 4.10: Rural Underutilized Residential Land

Zone	Number of Parcels	Adjusted Acres	Housing Unit Potential
RC	26	10	5
RV	1,098	373	1,120
Total	1,124	383	1,125

Source: City and County of Chelan, 2024

5.Housing Demand vs. Supply

The previous chapters in this study have laid the groundwork for evaluating whether current zoning regulations and the available land inventory can meet the projected housing demand in Chelan County over the next two decades. By comparing the estimated housing supply in each zoning district to the anticipated demand from 2027 to 2046, the analysis identifies potential gaps or surpluses in housing availability. This type of assessment is critical for long-term urban planning, helping ensure that enough land is appropriately zoned (and that sufficient land exists overall) to accommodate population growth and housing needs without overburdening infrastructure or underutilizing available space.

Relationship between Zoning Districts and Housing Affordability

For the purposes of this study, it is assumed that single-family dwellings developed over the next two decades will provide housing opportunities primarily for earners making more than 120% of the Area Median Income (AMI). This applies to all zoning districts in the County where only single-family dwellings are permitted, such as UR1 in Manson, R-1 in Peshastin, and RR 2-20 in rural Chelan County.

Similarly, PC assumes duplex and multifamily dwellings developed during the same period will serve earners above 120% of AMI. This includes all zoning districts in the County's urban areas that allow duplexes and multifamily units, such as UR2 in Manson, R-2 in Peshastin, and RV in rural Chelan County.

More specifically, PC expects only two zoning districts in rural areas, — UR3 (high-density Manson) and R-3 (upper-medium and high-density Peshastin) — to provide affordable housing opportunities for earners below 50% of AMI. PC expects all other zoning districts permitting duplexes and multifamily dwellings to serve earners with incomes ranging from 50% to 120% of AMI.

Findings

This section compares the total housing demand with the estimated housing supply the region can support based on current land zoning. As shown in Table 5.1 and Figures 5.1 and 5.2, every region has sufficient supply to meet future housing needs driven by population growth. Please note that Peshastin has zero projected housing demand by 2046 and is therefore excluded from these findings.

Table 5.1: Housing Demand vs. Supply

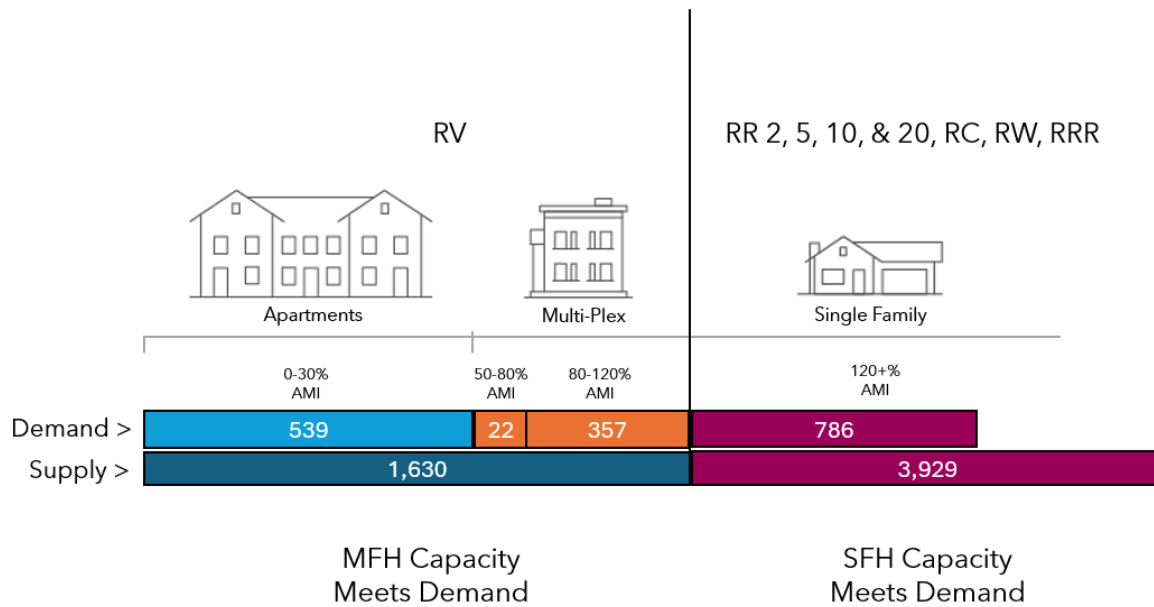
Region	Total No. of Dwelling Units Demanded	Total No. of Possible Dwelling Units	Supply Meets Demand?
Manson UGA	227	1,110	Yes
Rural Chelan County	1,704	5,559	Yes

Source: Housing for All Planning Tool Method A; WCRER Housing Permit Data; HUD Area Median Incomes; HUD Fair Market Rents

Residential areas in rural Chelan County generally favor single-family, sprawling developments with large properties. However, the Rural Village (RV) zone permits multiplex and apartment-style dwellings. This zone is part of a Limited Area of More Intensive Rural Development (LAMIRD), along with Rural Commercial (RC), Rural Waterfront (RV) and Rural Recreational/Residential (RRR) zones. Outside of RV, the other zones are intended primarily for single-family use, though some allow for higher densities than others.

Given the amount of underutilized space in rural village areas, there is sufficient land available to meet future housing demand. However, if this underutilized space were unavailable, the demand for multifamily dwellings would not be fully met.

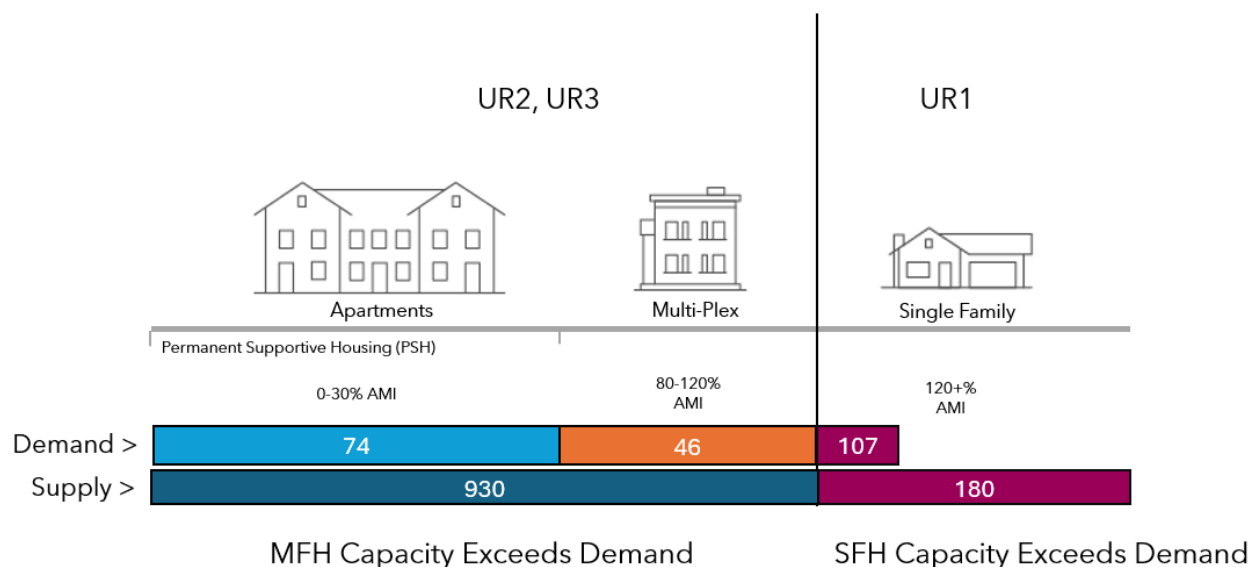
Figure 5.1: Rural Chelan County Residential Supply and Demand



Source: Washington State Department of Commerce; Housing for All Planning Tool, Method A; WCRER Housing Permit Data; HUD Area Median Incomes; HUD Fair Market Rents

The Manson UGA area, shown in Figure 5.2, meets both single-family and multifamily housing needs. Similar to rural Chelan County, much of the multifamily demand is accommodated by underutilized parcels in the UR2 and UR3 multifamily districts. Additionally, the remaining Vacant and Potentially Redevelopable land in the UR1 zones satisfies the demand for single-family housing.

Figure 5.2: Manson UGA Residential Supply and Demand



Source: Washington State Department of Commerce; Housing for All Planning Tool, Method A; WCRER Housing Permit Data; HUD Area Median Incomes; HUD Fair Market Rents

Potentially Redevelopable and Underutilized Market Factor Sensitivity Analysis

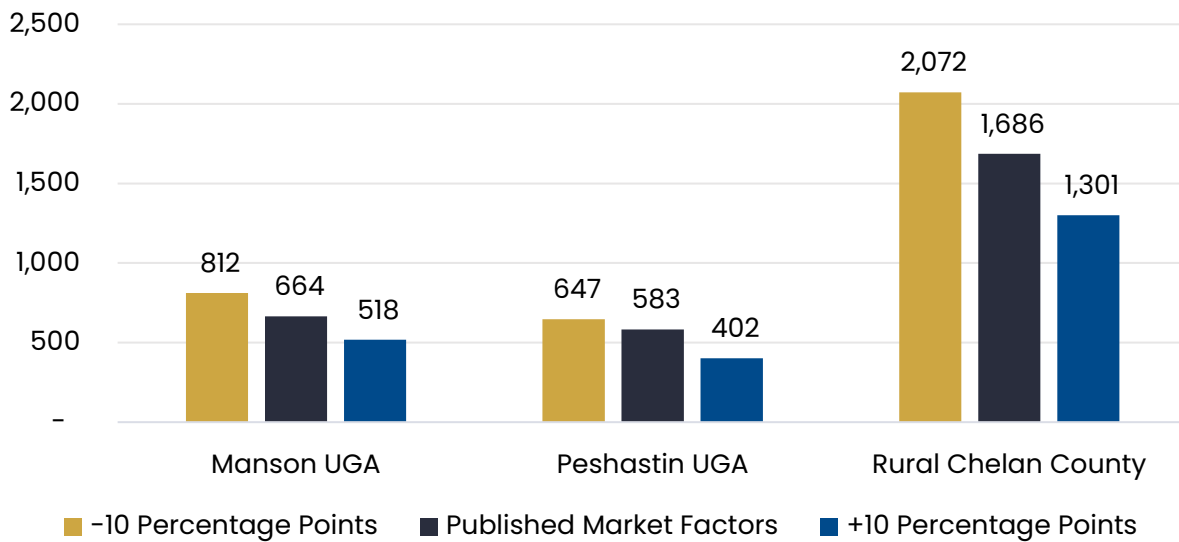
PC performed a sensitivity analysis to ensure final capacity findings were not adversely impacted by Potentially Redevelopable and Underutilized housing unit potential estimates.¹ A sensitivity analysis adjusts a factor of interest (in this case, the market factor) by 10 percentage points in either direction to assess how the outcome would change if the actual value differs from the predicted one. The baseline market factors used in the initial study were as follows:

- Potentially Redevelopable: 35%
- Underutilized: 50%

Figure 5.3 illustrates the market factor sensitivity analysis, presenting high, medium, and low estimates of housing unit potential. For rural Chelan County, Potentially Redevelopable and Underutilized properties could accommodate between 1,301 and 2,072 housing units.

¹ For the capacity findings presented earlier in this chapter, PC used the housing unit potential based on the "Published Market Factors."

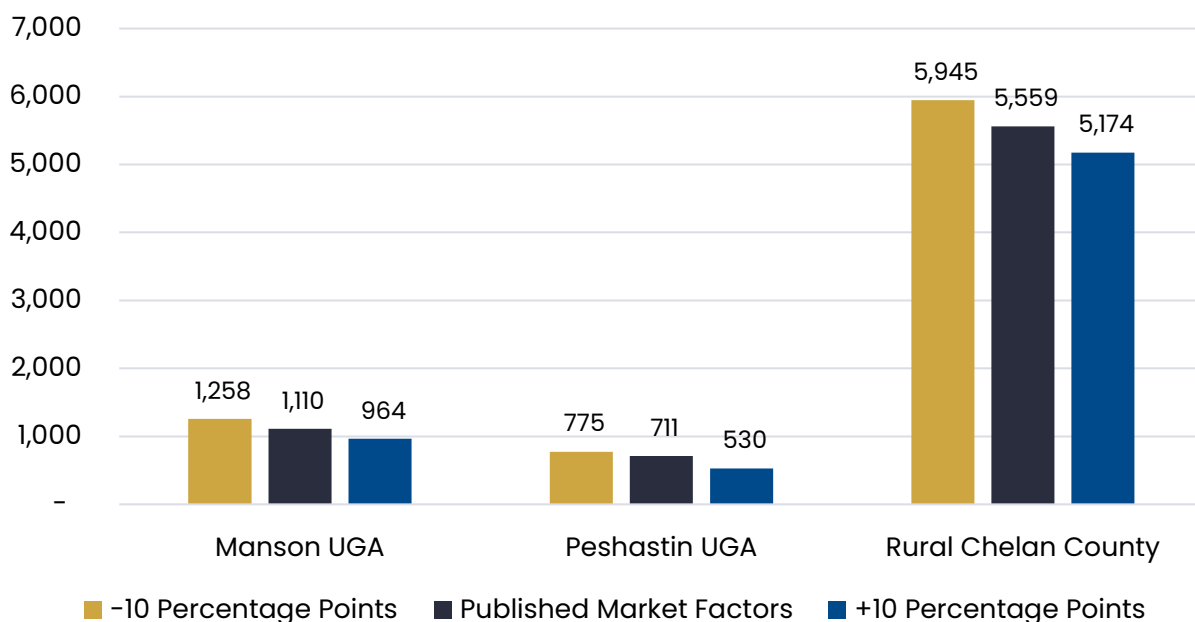
Figure 5.3: Sensitivity Analysis for Potentially Redevelopable and Underutilized Parcels



Source: City and County of Chelan

Figure 5.4 shows the total housing supply for each region over the next 20 years. For each jurisdiction, PC found that the supply for the next 20 years will meet the total housing demand based on the population allocations adopted by the County. This holds true even when using the lower market factors to estimate housing potential from Potentially Redevelopable and Underutilized properties.

Figure 5.4: Total Housing Supply Sensitivity Analysis



Source: City and County of Chelan

Appendix A. Detailed Tables

Figure A.1: Malaga LAMIRD Land Uses and Acreages

DOR Code Description	Zone	Parcels	Acres
AGRIC IN OPEN SPACE RCW 84.34	RI	5	305
--	RR5	7	77
--	RRR	1	5
--	RV	8	98
AGRICULTURE RELATED ACTIVITIES	RI	2	1
AGRICULTURE-NOT IN OPEN SPACE	RI	3	89
--	RRR	1	103
ALL OTHER RESIDENTIAL	RRR	58	33
BUSINESS SERVICES	RI	7	2
FABRICATED METAL PRODUCTS	RI	3	3
GOVERNMENTAL SERVICES	RI	1	2
HOUSEHOLD 2-4 UNITS	RV	6	2
LUMBER/WOOD PROD EXC FURNITURE	RI	2	15
MISCELLANEOUS MANUFACTURING	RI	7	20
MISCELLANEOUS SERVICES	RI	3	2
MOTOR VEHICLE TRANSPORTATION	RI	1	11
OPEN SPACE RCW 84.34	RRR	1	0
OTHER RESOURCE PRODUCTION	RRR	2	6
--	RV	1	3
OTHER UNDEVELOPED LAND	RI	11	467
--	RV	1	3
PRIMARY METAL INDUSTRIES	RI	3	337
PUBLIC ASSEMBLY	RV	2	3
RECREATIONAL ACTIVITIES	RRR	1	3
RETAIL TRADE-FOOD	RC	1	6
--	RV	1	3
SINGLE-FAMILY UNITS	RI	8	45
--	RR5	12	46
--	RRR	358	182
--	RV	383	397
STONE, CLAY & GLASS PRODUCTS	RI	1	1
UNDEVELOPED LAND	RI	16	209
--	RR5	3	4
--	RRR	2	14
--	RV	2	7
UTILITIES	RI	1	8
VACATION AND CABIN	RV	1	6

Source: City and County of Chelan, 2024

Figure A.2: County Zoning Definitions

Location	Zone	Zone Description
Unincorporated UGA's/County Code	RR20	Rural Residential/Resource
Unincorporated UGA's/County Code	RR10	Rural Residential/Resources 10
Unincorporated UGA's/County Code	RR5	Rural Residential/Resource 5
Unincorporated UGA's/County Code	RR 2.5	Rural Residential
Unincorporated UGA's/County Code	RW	Rural Waterfront
Unincorporated UGA's/County Code	RRR	Rural Recreational/Residential
Unincorporated UGA's/County Code	RV	Rural Village
Unincorporated UGA's/County Code	RC	Rural Commercial
Peshastin UGA	R-1	Low Density
Peshastin UGA	R-2	Medium Density
Peshastin UGA	R-3	High Density
Manson UGA	UR1	Urban Residential 1
Manson UGA	UR2	Urban Residential 2
Manson UGA	UR3	Urban Residential 3

Source: Chelan County Zoning Code

Figure A.3: Housing Allocations by AMI, 2020–2046

Urban Growth Area	Permanent Housing Needs by Income Level (% of Area Median Income)						
	0–30%		>30–50%	>50–80%	>80–100%	>100–120%	>120%
	Non-PSH	PSH					
Manson UGA	43	31	60	59	29	26	107
Chelan UGA	43	32	61	60	29	27	109
Entiat UGA	28	21	40	39	19	17	71
Leavenworth UGA	43	32	61	60	29	27	109
Peshastin UGA	--	--	--	--	--	--	--
Cashmere UGA	41	30	57	57	28	25	103
Wenatchee UGA	752	548	1,057	1,048	509	466	1,895
Urban Total	950	693	1,335	1,323	644	589	2,394
Rural	312	227	439	435	211	193	786
Total	1,262	920	1,774	1,758	855	782	3,180

Source: Chelan County Population and Housing Allocations using the Housing for All Planning Tool, Washington State Department of Commerce

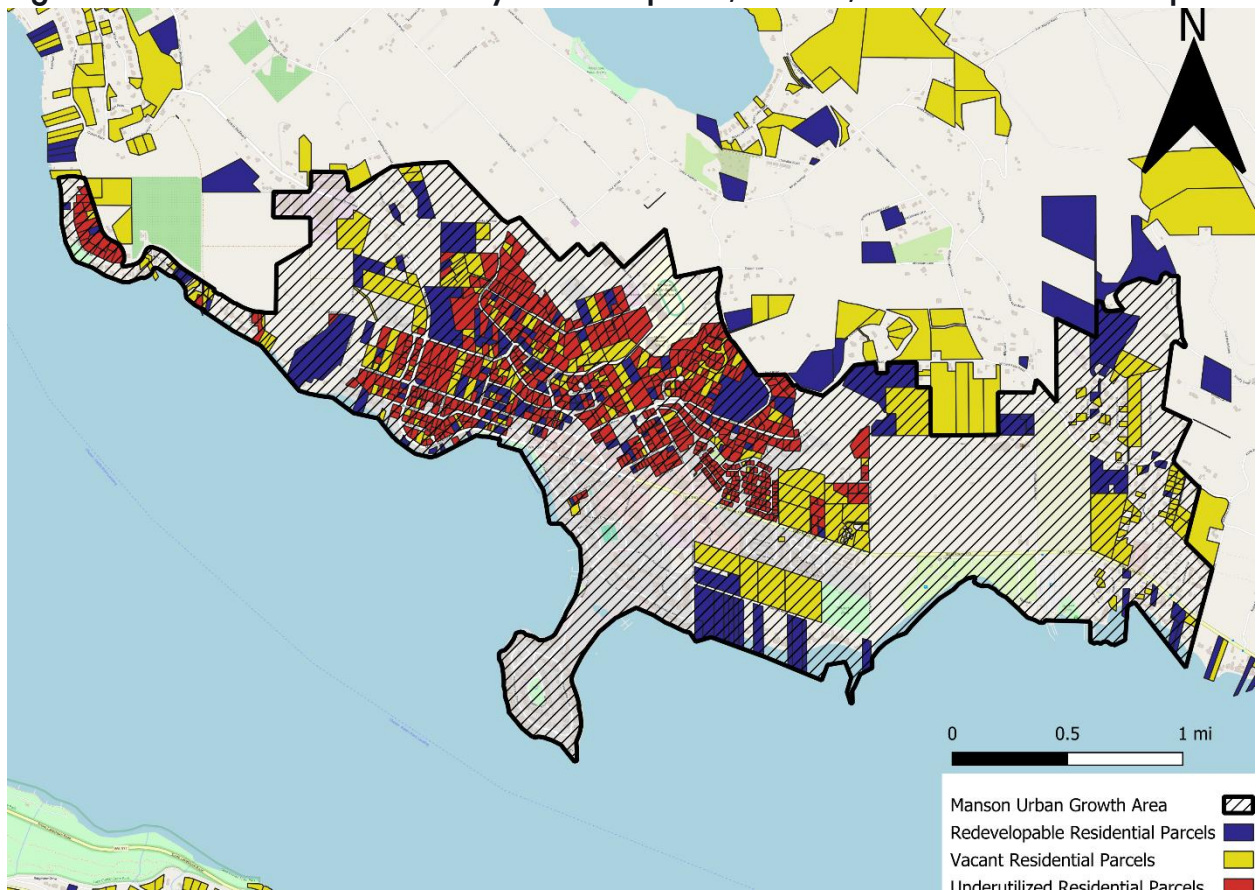
Figure A.4: County Housing Allocations by AMI Level, 2027–2046

Area	0–30%	>30–50%	>50–80%	>80–100%	>100–120%	>120%
Manson UGA	74	0	0	23	23	107
Rural	539	0	22	179	178	786

Source: *Housing for All Planning Tool, Method A*; WCRER Housing Permit Data; HUD Area Median Incomes; HUD Fair Market Rents

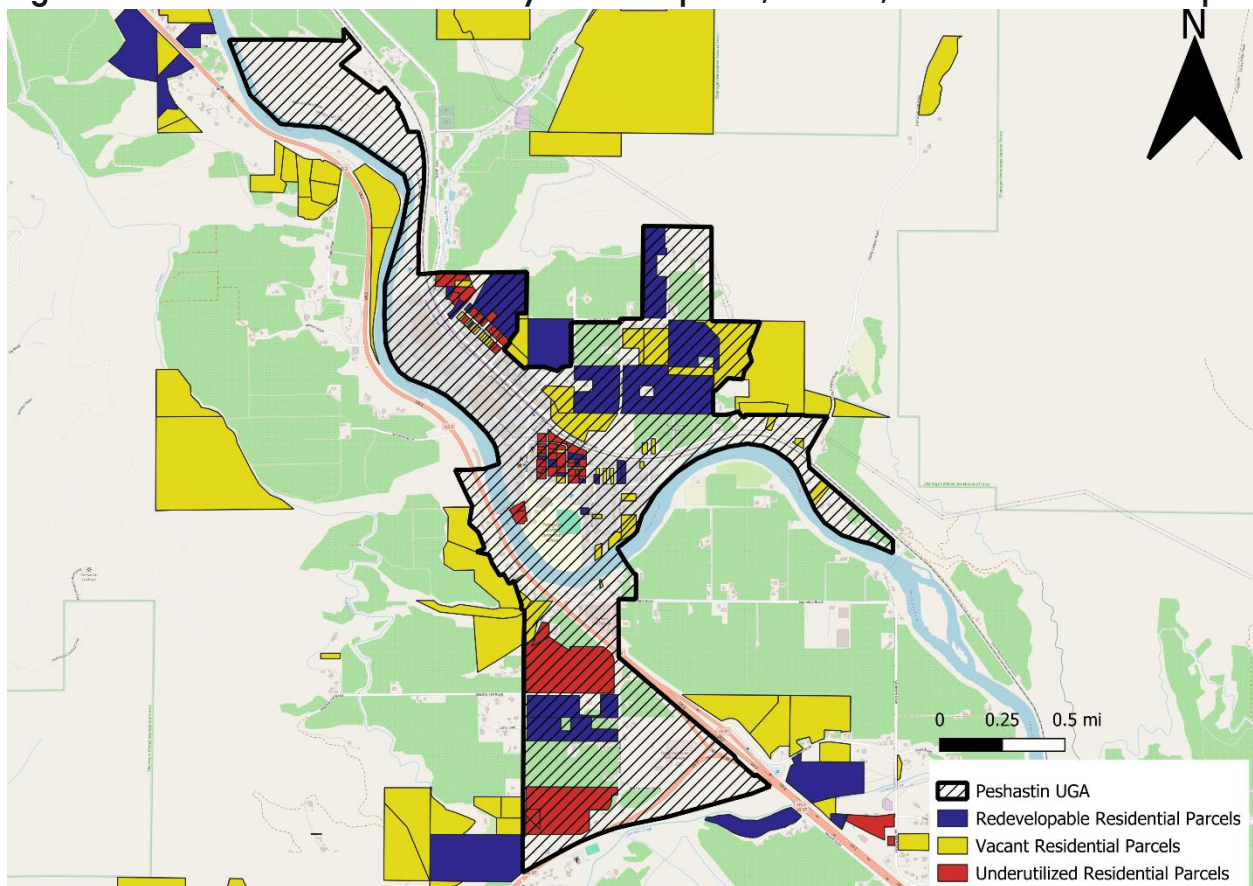
Appendix B. Maps

Figure B-1: Manson UGA Potentially Redevelopable, Vacant, and Underutilized Map



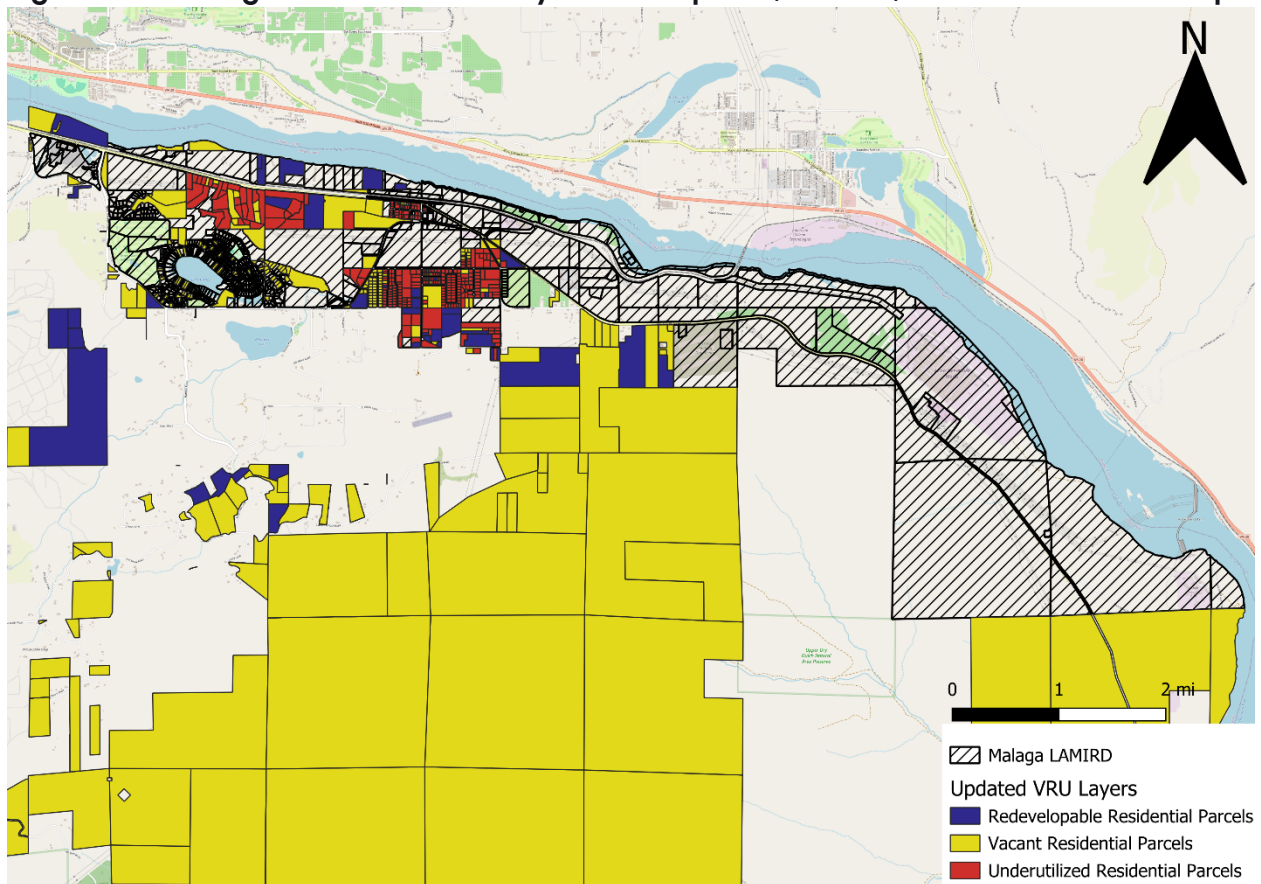
Source: Points Consulting using Data from the City and County of Chelan

Figure B-2: Peshastin UGA Potentially Redevelopable, Vacant, and Underutilized Map



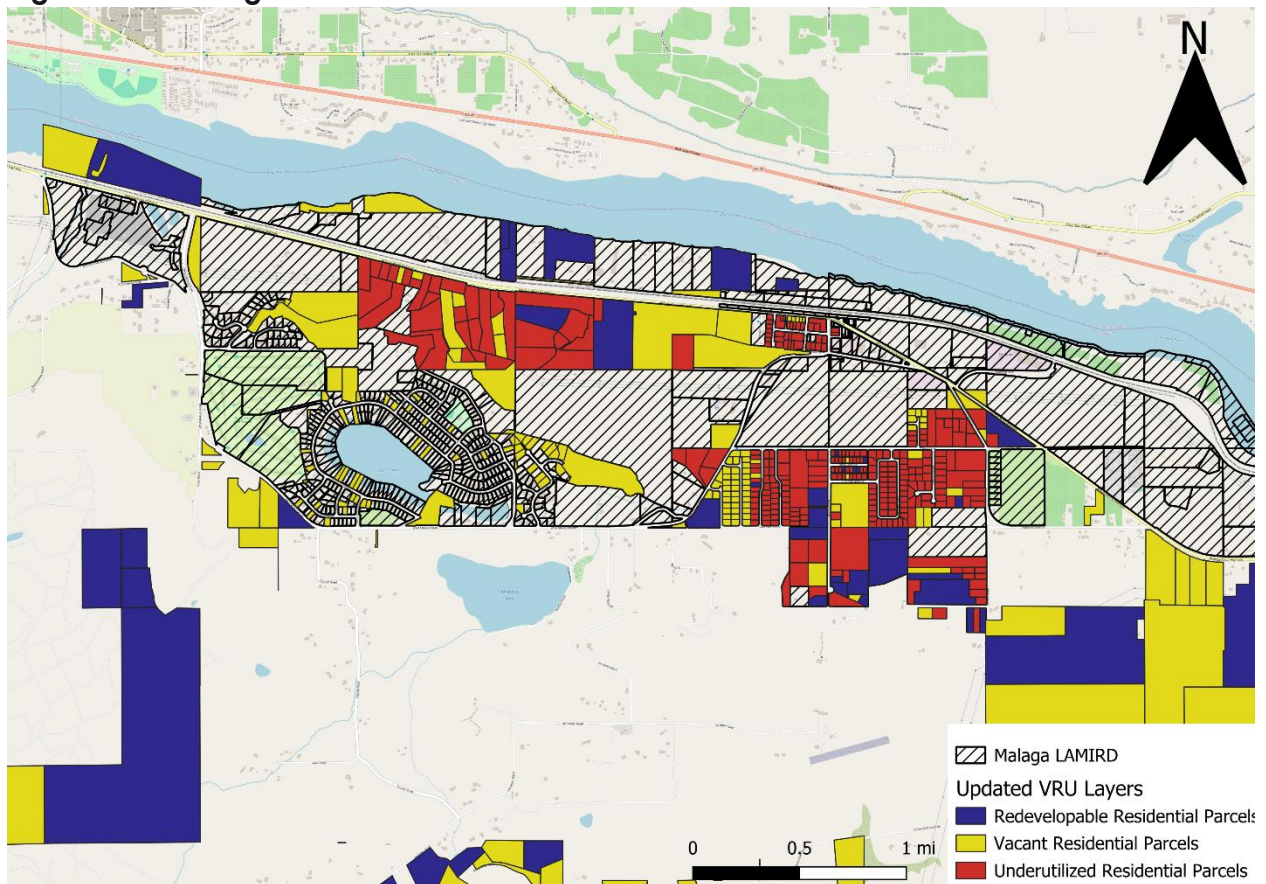
Source: Points Consulting using Data from the City and County of Chelan

Figure B-3: Malaga LAMIRD Potentially Redevelopable, Vacant, and Underutilized Map



Source: Points Consulting using Data from the City and County of Chelan

Figure B-4: Malaga LAMIRD Zoomed In



Source: Points Consulting using Data from the City and County of Chelan

Appendix C. Malaga UGA LCA

At the request of the County, PC conducted an LCA on the land available in the Malaga LAMIRD. The Malaga LAMIRD currently follows the County zoning code and has multiple areas of residential development. A detailed map of the Malaga LAMIRD can be found in [Appendix B](#).

Table C.1: Malaga LAMIRD Vacant Land

Zone	Adjusted Acreage	Housing Unit Potential
RC	4	2
RR5	5	1
RRR	42	42
RV	56	169
Total	107	214

Source: City and County of Chelan, 2024

Table C.2: Malaga LAMIRD Potentially Redevelopable Land

Zone	Adjusted Acreage	Housing Unit Potential
RR5	6	1
RV	19	57
Total	25	58

Source: City and County of Chelan, 2024

Table C.3: Malaga LAMIRD Underutilized Residential Land

Zone	Adjusted Acreage	Housing Unit Potential
RV	92	277

Source: City and County of Chelan, 2024