



MEETING MINUTES
OF THE BOARD OF
DIRECTORS VIA
HYBRID
OCTOBER 22, 2025

1. CALL TO ORDER

At 3:30 p.m. Chair Sweet called the meeting to order.

2. ROLL CALL

Board Members Present: City of Bellevue (Hamilton), City of Kirkland (Sweet), City of Redmond (Birney), City of Tukwila (McLeod), Sammamish Plateau Water & Sewer District (Warren), and Skyway Water and Sewer District (Ault)

Board Members Absent: City of Issaquah (Pauly)

Board Alternates Present: City of Issaquah (Joe), City of Redmond (Nuevacamina)

3. PUBLIC COMMENT

None.

4. EXECUTIVE SESSION

None.

5. APPROVAL OF AGENDA

Motion by Mr. Hamilton and second by Mr. Joe to approve the meeting agenda as presented. Motion carried unanimously (7-0).

6. CHIEF EXECUTIVE OFFICER REPORT

Melia Thung, Cascade Interim CEO, reviewed the Chief Executive Officer's Report that was included in the Board Packet and shared information recently received from SPU regarding its water supply status. She also introduced Cascade's new Operations Director, John Holmes.

7. CONSENT ITEM

A. Board Meeting Minutes for September 24, 2025.

- B. Motion to authorize the Chief Executive Officer to amend the current contract with Vanir Construction Management, Inc. and increase maximum compensation by \$150,000, from \$640,000 to \$790,000.

Motion by Mr. Hamilton and second by Mr. Warren to approve Consent Action Items A-B as presented. Motion carried unanimously (7-0).

8. ACTION ITEM

- A. Motion to authorize the Chief Executive Officer to execute a contract with Stantec Consulting Services, Inc. (Stantec) to provide Program and Engineering Support services for the Cascade Supply Program, with an initial contract maximum not to exceed \$1,000,000.

Brian Bartle, Cascade Supply Program Executive, gave a presentation on the proposed master services agreement (MSA) for the Program and Engineering Support (PES) consultant. The MSA contract is finalized and ready to be signed upon Board approval.

The MSA establishes standard terms and conditions and provides long-term support for the Cascade Supply Program. The initial budget request of \$1,000,000 for the contract would allow work to begin on the program's first three work assignments.

Motion by Mr. Hamilton and second by Mr. McLeod to authorize the Chief Executive Officer to execute a contract with Stantec Consulting Services, Inc. (Stantec) to provide Program and Engineering Support services for the Cascade Supply Program, with an initial contract maximum not to exceed \$1,000,000. Motion carried unanimously (7-0).

- B. Motion to direct staff to prepare an adaptive program oversight structure for the Cascade Supply Program which shall be drafted and presented for consideration to the Board no later than June 30, 2026.

Brian Bartle, Cascade Supply Program Executive, shared a general timeline of the program and examples of the future decisions the Board will need to weigh in on for the CSP. Ms. Birney noted the possibility for some of these discussions to take place in Executive Sessions.

Motion by Mr. Hamilton and second by Ms. Birney to direct staff to prepare an adaptive program oversight structure for the Cascade Supply Program which shall be drafted and presented for consideration to the Board no later than June 30, 2026. Motion carried unanimously (7-0).

9. STAFF PRESENTATIONS

None.

10. COMMITTEE REPORTS

- A. Executive Committee – No meetings held since the last Board meeting.
- B. Finance & Management Committee – Meeting held October 21, 2025. The meeting recap was covered by Chair Sweet.
- C. Public Affairs Committee – Meeting held October 22, 2025. The meeting recap was covered by Chair Sweet.
- D. Resource & Management Committee – Meeting held September 11, 2025. The meeting recap was included in the Board Packet.

11. NEW BUSINESS

None.

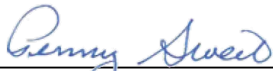
12. NEXT REGULAR MEETING

The next regularly scheduled Board meeting will be held on November 19, 2025 at 3:30 p.m.


13. ADJOURN

The meeting adjourned at 4:06 p.m.

APPROVED BY:



Penny Sweet, Chair



Angela Birney, Vice-Chair