



MEETING MINUTES OF THE
BOARD OF DIRECTORS
VIA HYBRID
NOVEMBER 19, 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 Issaquah (Pauly), City of Kirkland (Sweet), City of Redmond (Birney), Sammamish Plateau Water & Sewer District (Warren), Skyway Water and Sewer District (Ault), City of Tukwila (McLeod)

Board Alternates Present: City of Kirkland (Pascal), City of Issaquah (Joe), City of Redmond (Nuevacamina), Sammamish Plateau Water & Sewer District (Hooshangi)

3. PUBLIC COMMENT

None.

4. EXECUTIVE SESSION

None.

5. APPROVAL OF AGENDA

Motion by Ms. Birney and second by Mr. Warren to approve the meeting agenda as presented.

Motion by Ms. Birney and second by Mr. Warren to amend the meeting agenda and move Item 6: *Chief Executive Officer Report* to Item 8 (after Consent Items). Motion carried unanimously (7-0).

At the question, motion carried unanimously (7-0) to approve the meeting agenda as amended.

6. CONSENT ITEM

- A. Board Meeting Minutes for October 22, 2025.
- B. Motion to adopt Resolution No. 2025-14 adopting Cascade's 2026 Legislative and Public Policy Agenda.
- C. Motion to authorize the Chief Executive Officer to advertise a request for proposals for a firm to provide operations and maintenance services for the White River – Lake Tapps Reservoir Project.

- D. Motion to authorize the Chief Executive Officer to pay Colehour + Cohen (“C+C”) up to the maximum compensation amount in their 2025 contract (\$116,065), which is \$5,315 over the amount approved by the Board at its November 2024 meeting (\$110,750).
- E. Motion to authorize the Chief Executive Officer to renew contracts for engineering, vendor, and consulting services totaling \$2,552,831 and in accordance with the adopted 2025-2026 Cascade budget.

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

7. ACTION ITEM

- A. Motion to adopt three resolutions regarding the 2025 Water System Plan:

Melina Thung, Cascade Interim CEO, said that state law requires public water systems to have a Water System Plan that includes a Water Shortage Response Plan, Water Use Efficiency Program, and a Water Use Efficiency Savings Goal. Additionally, the Cascade Water Alliance Joint Municipal Utility Services Agreement requires adoption of a Water Supply Plan, a Shortage Management Plan, and a Conservation Management Plan. Cascade has finalized the 2025 Water System Plan to serve as its Water Supply Plan, and included its updated Shortage Management Plan, Water Efficiency Program, and Water Use Efficiency Savings Goal in the Water System Plan. The Water Efficiency Program and Water Use Efficiency Savings Goal collectively serve as Cascade’s Conservation Management Plan.

Ms. Thung responded to questions from Board Members.

- Resolution No. 2025-15 approving the 2025 Water System Plan.

Motion by Ms. Birney and second by Mr. McLeod to approve Resolution No. 2025-15 adopting the 2025 Water System Plan as presented. Motion carried unanimously (7-0).

- Resolution No. 2025-16 replacing the Cascade Shortage Management Plan.

Motion by Ms. Birney and second by Mr. Ault to approve Resolution No. 2025-16 replacing the Cascade Shortage Management Plan as presented. Motion carried unanimously (7-0).

- Resolution No. 2025-17 adopting the Cascade’s Water Efficiency Program and the 2020-2029 Water Use Efficiency Goal.

Motion by Ms. Birney and second by Mr. Ault to approve Resolution No. 2025-17 approving the Cascade Water Efficiency Program and the 2020-2029 Water Use Efficiency Goal, as presented. Motion carried unanimously (7-0).

- B. Motion to adopt Resolution No. 2025-18 approving the Guidelines Regarding Management Agreements and Five-Year Reviews of the Tacoma Wholesale Supply Agreements.

Ms. Thung reminded Board Members that in January 2025, the Board approved Resolution 2025-01, authorizing finalization and execution of two new supply agreements with the City of Tacoma

("Tacoma"): 1) the Agreement for Market-Priced Wholesale Water Supply ("Market-Priced Agreement"); and 2) the Agreement for Wholesale Water Supply ("Wholesale Agreement"). Both Agreements with Tacoma allow for the creation of management agreements and require five-year reviews of the Agreements. As part of Resolution 2025-01, the Board directed staff to define the Board's role in these activities. This action meets the requirement set forth in Resolution 2025-01, Section 2:

"Section 2. Governance and Oversight. By December 31, 2025, Cascade staff shall present, for approval of the Board, guidelines for the role of Board regarding the five (5) year reviews and the Management Agreements."

Motion by Ms. Birney and second by Mr. Warren to approve Resolution No. 2025-18 adopting the Guidelines Regarding Management Agreements and Five-Year Reviews of the Tacoma Wholesale Supply Agreements as presented. Motion carried unanimously (7-0).

C. Motion to adopt Resolution No. 2025-19 appointing vacant officer positions.

Alison Bennett, Cascade Interim Chief of Staff and Director of Intergovernmental & Communications, stated that Chair Penny Sweet and Secretary/Treasurer Mary Lou Pauly did not seek reelection to their mayoral positions, resulting in vacancies in two of Cascade's three officer positions. As of January 1, 2026, Cascade will have only one Executive Committee member and no Finance and Management Committee chair.

The Board is scheduled to appoint new officers at the February 2026 Board meeting, creating a two-month interim period with only one officer. Staff recommend that the Board delegate officer roles effective January 1, 2026, until new officers are appointed for a two-year term at the 2026 annual meeting, typically held in February, as follows:

- Appoint Vice Chair Angela Birney as Chair,
- Appoint Board Member Tom McLeod as Vice Chair, and
- Appoint Board Member Dave Hamilton to serve as the Secretary/Treasurer and the Finance and Management Committee Chair.

Motion by Ms. Pauly second by Ms. Birney to approve Resolution No. 2025-19 appointing vacant officer positions as presented. Motion carried unanimously (7-0).

Mr. Warren emphasized that future board officer appointments should follow a formal, transparent nomination process. The current situation was noted as unusual because two officers were leaving at the same time, but the point was made that board positions traditionally involve member check-ins and nominations before recommendations are presented.

8. CHIEF EXECUTIVE OFFICER REPORT

Ms. Thung reviewed the Chief Executive Officer's Report that was included in the Board Packet, and responded to questions from Board Members. Ms. Thung gave a shout out to Chris Paulucci, Cascade Finance Director, for another clean audit with the state auditor.

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 and November 13, 2025. The meeting recap was included in the Board Packet.
- C. Public Affairs Committee – Meeting held October 22, 2025. The meeting recap was included in the Board Packet.
- D. Resource & Management Committee – Meeting held November 6, 2025. The meeting recap was included in the Board Packet.

11. NEW BUSINESS

- A. Board Recognition of Mary Lou Pauly

Chair Sweet read a Resolution recognizing Mary Lou Pauly for outstanding contributions to Cascade.

- B. Board Recognition of Penny Sweet

Mr. McLeod read a Resolution recognizing Chair Sweet for outstanding contributions to Cascade.

12. NEXT REGULAR MEETING

Motion by Mr. Hamilton and second by Ms. Birney to cancel the December 17, 2025 Cascade Water Alliance Regular Board Meeting. Motion carried unanimously (7-0).

The next regularly scheduled Board meeting will be held on January 28, 2026 at 3:30 p.m.

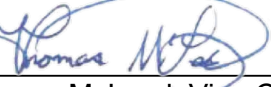
13. ADJOURN

The meeting adjourned at 4:18 p.m.

APPROVED BY:



Angela Birney, Chair



Thomas McLeod, Vice-Chair