

WOODINVILLE WATER DISTRICT
Regular Meeting
February 3, 2026

ATTENDANCE:

Commissioners: Julie Belt, Chuck Clarke, Aleksandra Kachakov, Pam Maloney, and Preeti Shridhar (virtual)

Staff: Kathy Curry, Sandra Tachibana, Christian Hoffman, Crystil Wooldridge, Darcie McAlister, Todd Young (virtual), Marci Chew (virtual), Brandi Higgins (virtual) and Matthew Sienkewich

General Counsel: Christopher Pirnke

Consultants: Ed Cebron

Special Counsel: Hillary Evans, Kenyon Disend

CALL TO ORDER:

Commissioner Kachakov called the meeting to order at 4:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Commissioners Belt, Clarke, Kachakov, Maloney, and Shridhar (virtual) were present.

ITEMS FROM THE PUBLIC: None.

ADDITIONS OR DELETIONS TO THE AGENDA: None.

MEETING AGENDA APPROVAL:

It was moved by Commissioner Belt and seconded by Commissioner Clarke to approve the February 3, 2026, Regular Meeting Agenda. Vote 5-0-0. Motion carried. So ordered.

EXECUTIVE SESSION:

7 (a) **20-Minute Executive Session Pursuant to RCW 42.30.110(1)(i) to discuss potential litigation**

The Board convened an Executive Session starting at 4:32 p.m., with an initially announced conclusion of 4:52 p.m., to discuss potential litigation per RCW 42.30.110(1)(i). The executive session was attended by Kathy Curry, Sandra Tachibana, Crystil Wooldridge, Christian Hoffman, Darcie McAlister, Todd Young, Attorney Hillary Evans, consultant Ed Cebron, and the Board.

It was publicly announced that the Executive Session was extended from 4:52 p.m. to 5:02 p.m.

The Executive Session concluded at 5:02 p.m.

MINUTES APPROVAL:

8 (a) January 20, 2026, Regular Meeting Minutes

It was moved by Commissioner Maloney and seconded by Commissioner Clarke to approve the January 20, 2026, Regular Meeting Minutes. Vote 5-0-0. Motion carried. So ordered.

CONSENT AGENDA:

9 (a) Consent Agenda Approval - Monthly Vouchers Sign Monthly Vouchers

• Water Maintenance Fund (09-104-0010)	\$	706,715.54
• Sewer Maintenance Fund (09-104-0510)	\$	423,859.84
• Water Construction Fund (09-104-3010)	\$	60,373.00
• Sewer Construction Fund (09-104-3510)	\$	132,471.35
Grand Total	\$	1,323,419.73

- Payroll Voucher #2315 through #2354
- Payroll Vendor #1331 through #1343

AP Voucher-Fund 701 #70102097 through #70102148

Board Meeting Date: 2/3/2026 AP Warrant Date: 2/9/2026 Payroll Warrant Date: 1/27/2026

It was moved by Commissioner Clarke and seconded by Commissioner Belt to approve the Consent Agenda. Vote 5-0-0. Motion carried. So ordered.

ITEMS REMOVED FROM THE CONSENT AGENDA: None.

OLD BUSINESS:

11 (a) Board Officers

Interim Vice President and Secretary Commissioner Maloney asked that the Board consider Commissioner Belt's offer she made at the January 20, 2026, meeting to serve as the interim Secretary.

It was moved by Commissioner Maloney and seconded by Commissioner Clarke to approve Commissioner Belt as Interim Secretary of the Board of Commissioners. Vote 5-0-0. Motion carried. So ordered.

NEW BUSINESS:

12 (a) Resolution No. 4131 – Changing the Time of the Regular Meeting

The Board previously discussed amending the regular meeting start time at the January 20, 2026, meeting and directed staff to bring back the attached resolution by changing the meeting start time from 4:30 p.m. to 5:00 p.m.

It was moved by Commissioner Shridhar and seconded by Commissioner Belt to approve Resolution No. 4131 amending the Regular Meeting start time of the Board of Commissioners to 5:00 p.m. and repealing Resolution No. 4105. Vote 5-0-0. Motion carried. So ordered.

12 (b) Excess Capacity Charge Discussion

The District's current rate structure was adopted in 2013. When the new rate structure was established, it included an "Excess Capacity Charge" (ECC), which was envisioned as a tool to collect from rate payers that placed a burden on the system in excess of what their original connection charge was designed to recover.

As of November 2025, the District has billed approximately \$789,100 in Excess Capacity Charges and with December billings still outstanding, will finish the year with just over \$808,000.

Staff recommended using the ECC collections as follows:

- 1) Cover the cost of the 2025 low-income rate program. Estimated cost \$79,200.
- 2) Transfer the remaining balance of approximately \$728,800 to the District's Capital Fund.

It was moved by Commissioner Maloney and seconded by Commissioner Shridhar to approve the Excess Capacity Charge distribution recommended by staff to cover the 2025 low-income rate program and transfer the remaining balance to the District's Capital Fund in a manner consistent with the Board of Commissioner's directive. Vote 5-0-0. Motion carried. So ordered.

REPORTS:

13 (a) Quarterly Reports

Staff provided third quarter department updates.

Commissioner Maloney shared how happy she is to see staff rewards in the Report.

Kathy Curry, General Manager, highlighted staff cross-training efforts described in the quarterly report and also information that describes staff work to meet WCAG requirements. Commissioner Clarke shared his support for cross training and asked about how this is working in the Operations Department. The General Manager and Todd Young, Operations Director, shared that cross training is also occurring in the Operations Department and that it will continue as a means to make sure that all essential work can be covered even when staff are off from work for any number of reasons.

13 (b) General Manager's report

The General Manager shared that the District had staff attend an online meeting set up by the King County Wastewater Division to provide an overview of the County's communication plan for the coming sewer rate increase.

The General Manager also shared that she and IT Director, Darcie McAlister, met with Sammamish Plateau Water District leaders to discuss how their IT, GIS, and Asset Management bodies of work are managed to inform our future succession planning for our District's IT and GIS Department. The District plans to meet with several other similarly sized districts over the next year as part of this effort.

Finally, the General Manager asked the Board if it would like to cancel the regular meeting on April 7 as there is the Board Retreat on April 6. Additionally, Kathy asked the Board if it would like to have a special meeting on April 14 and then cancel the April 21 meeting. The Board will provide a response at the next meeting.

13 (c) Committee Reports & Attorney Report

- Metropolitan Water Pollution Abatement Advisory Committee (MWPAAC)
 - o Next Meeting: Rate & Finance February 5th at 8:30 a.m.
 - o Next Meeting: General Meeting February 25th at 10:00 a.m.
 - o At the January 20 meeting, MWPAC had elections and discussed the three future 2027 rate scenarios.
- Seattle Water Operating Board
 - o Next Meeting: February 5th at 1:00 p.m.
- Washington Association of Sewer and Water District (WASWD)
 - o Next Section IV Meeting: February 16th at 7:00 p.m.
- WASWD Government Relations Committee
 - o Next Meeting: February 12th at 10:00 a.m.
 - o Commissioner Shridhar shared a handout showing the different bills WASWD is interested in.
- Washington Water Utilities Council (WWUC)
 - o Next Meeting: February 27th at 9:30 a.m.
 - o Commissioner Belt shared Ecology has been watching water supply conditions, and they have concluded we are in warm snow drought.

- Attorney Report – None.

COMMISSIONER’S COMMENTS: None.

COMMISSIONER CALENDARS:

All Commissioners expect to be available for the February 17, 2026, Regular Meeting. Commissioner Kachakov will not be attending the regular meeting on March 3, 2026.

ITEMS FROM THE PUBLIC: None.

EXECUTIVE SESSION:

18 (a) 10-minute executive session to discuss personnel issues per RCW 42.30.110(1)(g)

The Board convened an Executive Session starting at 6:05 p.m., with an initially announced conclusion of 6:15 p.m., to discuss personnel issues per RCW 42.30.110(1)(g). The executive session was attended by the Board and General Counsel, Christopher Pirnke.

It was publicly announced that the Executive Session was extended from 6:15 p.m. to 6:20 p.m.

It was publicly announced that the Executive Session was extended from 6:20 p.m. to 6:25 p.m.

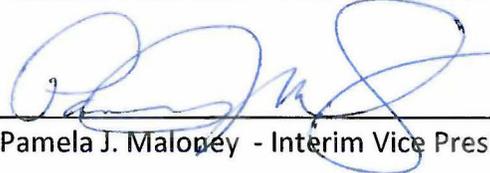
The Executive Session concluded at 6:25 p.m. with no action taken, and the open public meeting was reconvened.

ADJOURNMENT:

Commissioner Kachakov adjourned the meeting at 6:26 p.m.



Aleksandra Kachakov - Interim President



Pamela J. Maloney - Interim Vice President

ATTEST:



Julie Belt - Interim Secretary



Julie Belt - Interim Secretary



Chuck Clarke - Commissioner

Preeti Shridhar - Commissioner

Minutes: Matthew Sienkiewich