Clearview Water Supply Agency (CWSA)

Date: December 17, 2025

CWSA BOARD MEETING MINUTES

Attendees:

- John Warner, CWSA Board
- Dean Lotz, CWSA Board President
- Warren Schott, CWSA Board - Absent
- John McClellan, AWWD
- Mike Johnson, CVWD
- Curt Brees, SLWD
- Paul Richart, AWWD
- Ashley Rindero, AWWD
- Tyler Gardner, AWWD
- Devin Hancock, AWWD
- Caryn Saban, AWWD
- Tyan Schreck, AWWD
- Seth Richards, AWWD

1. CALL TO ORDER

The meeting was called to order at 3:02 pm.

2. ROLL CALL

Roll call was taken. Board Members Warner and Lotz were present. Board Member Schott was absent.

3. PUBLIC COMMENT

There were no public comments.

4. ADDITIONS TO OR DELETIONS FROM THE AGENDA

Agenda item 10.A. deleted.

5. CONSENT AGENDA

A. Minutes

I. November 19, 2025

B. Disbursements – In the amount of **$0**

C. Vouchers – In the amount of **$293,693.61**

MOTION: CWSA Board Member Warner moved to approve the consent agenda as presented. The motion was seconded by Board Member Lotz. The motion passed 2-0.

6. NEW BUSINESS – None

7. UNFINISHED BUSINESS

A. 2026 CWSA Budget
Alexis Dickie, Finance Manager

Alexis Dicke provided a summary requesting approval of the 2026 CWSA Budget.

MOTION: CWSA Board Member Warner moved to approve the CWSA 2026 Budget in the amount of $8,126,252 as presented. The motion was seconded by Board Member Lotz. The motion passed 2-0.

Cross Valley District General Manager Mike Johnson stated that the 2026 Budget approved was the incorrect amount and requested a review. Financial Analysts Tyan Schreck and Seth Richards stated that the packet included the incorrect budget amount and that the correct amount should be $11,282,239.

MOTION: CWSA Board Member Warner moved to amend the original motion and approve the corrected CWSA 2026 Budget in the amount of $11,282,239 as presented. The motion was seconded by Board Member Lotz. The motion passed 2-0.

8. REPORTS

A. Maintenance and Operations Report
Tyler Gardner, M&O Superintendent

Tyler Gardner provided a summary of the monthly Maintenance & Operations report. There were no emergency callouts. Staff performed general landscaping, site safety, exercised the generator, serviced the air compressor and UPS, replaced a fitting on an air-vac that was leaking, and provided routine maintenance. Staff hired a vendor to complete a tree assessment, and two trees need attention.

B. Financial Report
Alexis Dickie, Finance Manager

Alexis Dickie provided a summary of the monthly financial report. She reviewed the Key Bank balance, LGIP balance, combined monetary assets balance, expenses, and water consumption. Expenses were higher due to the insurance renewal payment of $31,800.

C. Engineering & Development Report
Paul Richart, Engineering & Development Director

Paul Richart provided a summary of the work being done by Kennedy Jenks on the design of our long-range facility plan. The first two phases are pump station upgrades and corrosion assessment of our pipeline. They are close to 30% mark of the predesign phase of the pump stations, and they have made some initial recommendations. They have performed a close integral survey on the corrosion side of the Clearview transmission mains, which is 80% complete, and they will also conduct a corrosion survey on the Clearview Reservoir in the future.

9. NEXT MEETING DATE

January 21, 2026

10. EXECUTIVE SESSION

A. Potential Litigation RCW 42.30.110 section (1)(i)

This item was deleted from the agenda.

11. ADJOURNMENT

The meeting was adjourned at 3:25 pm.

Minutes Submitted by,

Caryn Saban, Executive Assistant AWWD

DEAN LOTZ

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Dean Lotz
Board President