



MEETING OF THE BOARD OF DIRECTORS

MINUTES

BELLEVUE CITY HALL

MAY 28, 2008

1. CALL TO ORDER

At 3:31 p.m. Chair Lloyd Warren called the meeting to order.

2. ROLL CALL

Board Members or Alternate Board Members from the City of Bellevue, Covington Water District, the City of Issaquah, the City of Kirkland, the City of Redmond, Sammamish Plateau Water and Sewer District, Skyway Water and Sewer District and the City of Tukwila were present, constituting a quorum.

3. EXECUTIVE SESSION

At 3:32 p.m. Chair Warren announced an Executive Session to discuss acquisition of property and confidential settlements. The Executive Session adjourned at 3:50 p.m. (The Regular Meeting reconvened at 3:52 p.m.)

4. PUBLIC COMMENT

No members of the audience in attendance commented.

5. CHIEF EXECUTIVE OFFICER'S REPORT

- A. Staff Reports -- Reports from staff were referenced in the May Board packet.
- B. Tacoma Cascade Pipeline WSDOT SR 900 Road Widening Research Status – An update was provided. Further information was included in the May Board packet.
- C. New Employee Elaine Kraft was introduced as Cascade's new Intergovernmental & Communications Director.
- D. Special Meeting – There will be a special meeting in June to review/approve the settlement agreements with Puyallup Tribe of Indians and the Muckleshoot Indian Tribe.

6. APPROVAL OF AGENDA

A motion to approve the Agenda was made by Ms. Burleigh and seconded by Mr. Degginger. The CEO recruitment process was added to the agenda as New Business. At the question, motion carried unanimously.

7. CONSENT ACTION ITEMS

A motion to approve Consent Action Items A-I was made by Ms. Burleigh and seconded by Mr. Haggerton. Motion carried unanimously.

- A. Minutes of the regular Board Meeting held on April 23, 2008
- B. Amended Minutes of the regular Board Meeting held on March 26, 2008
- C. Warrant Authorization and Treasurer's Report
- D. Resolution No. 2008-09 Establishing Credit Card Issuance and Use Policy
- E. Tacoma Cascade Pipeline Reach B (Attu) Construction Bid Authorization
- F. Agreement with Burlington Northern Santa Fe Railroad Company
- G. Hainline and Associates Owner's Representative Services for the Tacoma-Cascade Pipeline
- H. Ratification of Everard Temporary Construction Easement for the Tacoma-Cascade Pipeline
- I. BPA Staging Site Temporary Construction Easement Acquisition for the Tacoma-Cascade Pipeline

8. OTHER ACTION ITEMS

- A. Resolution No. 2008-10 Adopting Employee Handbook and Authorizing the Chief Executive Officer to Adopt Amendments as Necessary or Advisable for the Efficient and Effective Administration of Human Resources

A brief presentation was provided regarding the major components of the handbook. Mr. Degginger requested further documentation to compare other city policies with the proposed policy. In addition, he would like the hours proposed converted into days. Mr. Haggerton suggested that the policy articulate the notification process for losing accumulated vacation and/or leave. This information will be provided at the next Board meeting. Resolution No. 2008-10 was not approved and will be considered for Board adoption at a subsequent meeting.

9. STAFF PRESENTATION

- A. Tacoma-Cascade Pipeline Related Policy Discussion Topics -- Updates were provided on the following items:
 - i. Franchise Agreements
 - ii. Construction Risk Management and Insurance (Further information was included in the May Board packet.)
 - iii. Draft Construction Bid Acceptance/Rejection Policy (Further information was included in the May Board packet.)

A motion to approve the Draft Construction Bid Award/Rejection Policy was made by Mr. Degginger and seconded by Ms. Burleigh.

Although the proposed policy is specific for the Tacoma-Cascade Pipeline, Board Members would like a generic version of the policy prepared for future approval.

At the question, motion carried unanimously.

- iv. Sediment Control Options (Further information was included in the May Board packet.)

Board Members concurred with the recommendation to proceed through the TCP Scoping process with two flushing stations.

- v. Interconnection Policy (Further information was included in the May Board packet.)

Chair Warren suggested clarifying a reasonable number to service the utilities rather than leaving the service open-ended. In addition, he suggested that verbiage be added to have any agreements subject to Board approval. Overall, Board Members concurred with the policy and clarification.

10. COMMITTEE REPORTS

- A. Audit Committee – No report.
- B. Executive Committee – No report.
- C. Public Affairs Committee – Meeting recap was included in the May Board packet.
- D. Resource Management Committee – Meeting recap was included in the May Board packet.

11. NEW BUSINESS

- A. CEO Recruitment Process – A recruitment process will be initiated by the CEO under the direction of the Board's Officers.

12. NEXT REGULAR MEETING

The next regular Board Meeting will be held June 25, 2008.

13. ADJOURN

The meeting was adjourned at 4:43 p.m.

APPROVED BY:

Lloyd Warren, Chair

Mary-Alyce Burleigh, Vice Chair