



MINUTES

BELLEVUE CITY HALL

FEBRUARY 25, 2009

1. CALL TO ORDER

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

2. ROLL CALL

Board Members or Alternate Board Members from the City of Bellevue (Degginger²/Davidson), Covington Water District (Knight), the City of Issaquah (Kappler), the City of Kirkland (Burleigh), the City of Redmond (Marchione)³, Sammamish Plateau Water and Sewer District (Warren), Skyway Water and Sewer District (Ault), and the City of Tukwila (Haggerton) were present, constituting a quorum.

3. EXECUTIVE SESSION

At 3:31 p.m. Chair Warren announced that there would be an Executive Session to discuss, with Cascade's legal counsel, matters relating to litigation or potential litigation to which Cascade is, or is likely to become, a party. The meeting was closed because public knowledge of the discussion would be likely to result in adverse legal or financial consequences to Cascade. The Executive Session was expected to take approximately 20 minutes unless the time was extended by further notice.

The Executive Session adjourned at 3:48 p.m. (The Regular Meeting reconvened at 3:49 p.m.)

4. PUBLIC COMMENT

No members of the audience in attendance commented.

5. CHIEF EXECUTIVE OFFICER'S REPORT

A. Staff Reports

1. Finance and Administration
2. Conservation
3. Tacoma Cascade Pipeline
4. Planning
5. Intergovernmental and Communications

¹ The February meeting of the Cascade Water Alliance Board satisfies the requirement for an Annual meeting, as adopted by the By-laws, Section 4.04.

² Arrived at 4:28 p.m.

³ Arrived during Executive Session.

Mr. Clarke noted that an Engineer was recently added to the Cascade staff. In addition, he discussed the various contacts he has met with to discuss water right issues, among other topics.

Mr. Clarke also reported that an application is being finalized for stimulus money to be applied toward the southern portion of the pipeline route.

Mr. Clarke proposed adding Item 8B: Motion to authorize execution of Amendment No. 1 to HDR Engineering, Inc. Contract No. 8 to the meeting agenda.

6. APPROVAL OF AGENDA

Motion by Vice-Chair Burleigh and second by Mr. Haggerton to approve the proposed agenda with the following amendment:

Add Item 8B: Motion to authorize execution of Amendment No. 1 to HDR Engineering, Inc. Contract No. 8.

At the question, motion carried unanimously (8-0).

7. CONSENT ACTION ITEMS

- A. Motion to approve January 28, 2009 Regular Board Meeting Minutes.
- B. Motion to approve payment of warrants, including payroll, for the month of February 2009.
- C. Motion authorizing execution of an amendment to the AECOM contract for Lake Tapps Operations Assessment extending the Phase 1 completion date to March 31, 2009.
- D. Motion authorizing modifications to the 401(a) retirement plan to allow employees to contribute more than 4% of pre-tax earnings, not to exceed allowable IRS limits.

Motion by Mr. Haggerton and second by Vice-Chair Burleigh to approve Consent Action Items A-D. Motion carried unanimously (8-0).

8. OTHER ACTION ITEMS

- A. Motion adopting Resolution Number 2009-01 amending Cascade's Human Resources Policies and Procedures Manual, to include guidelines and criteria for Cascade staff merit pay increases.

Mr. Clarke clarified that the proposed policy is modeled after Bellevue's policy. Further information was included in the Board Packet.

Motion by Mr. Haggerton and second by Mr. Marchione to adopt Resolution Number 2009-01 amending Cascade's Human Resources Policies and Procedures Manual, to include guidelines and criteria for Cascade staff merit pay increases. Motion carried unanimously (8-0).

- B. Motion to authorize execution of Amendment No. 1 to HDR Engineering, Inc. Contract No. 8.

Motion by Vice-Chair Burleigh and second by Mr. Haggerton to authorize execution of Amendment No. 1 to HDR Engineering, Inc. Contract No. 8, increasing the maximum compensation amount by \$453,829, to a total of \$503,829, for the second phase of the engineering/environmental activities associated with the preparation of Cascade's 2010 Transmission and Supply Plan.

Mr. Clarke clarified that the proposed contract amount is consistent with the proposed budget. In addition, there was a discussion regarding distributing various components of the contract to other firms. Mr. Clarke confirmed that other portions of the contract will be bid out. Further information was included in the Desk Packet.

At the question, motion carried unanimously (8-0).

9. STAFF PRESENTATION

A. Conservation

Mr. Brent provided a background of the 2008 Cascade Conservation Program and discussed the following:

- Program Goals
- 2008 Conservation Measures (Hardware)
- 2008 Conservation Measures (Public Education)
- Savings Per Measure for Public Education
- Overall Results of the Program
- Savings By Member
- 2009 Conservation Program

Mr. Kappler suggested including the school districts and Parks Departments in the irrigation conservation efforts.

Further information was included in the Desk Packet.

B. Overview of Long-Term Planning Process

Mr. Clarke reviewed the Cascade demand and supply planning. In particular, the following items were discussed:

- Cascade 2010 TSP: Major Milestones in Planning Process
- Actual Water Demand and Past Forecasts (for Seattle)
- Growth in Population & Water Consumption (in 75% of King County)
- Per capita Implications (actual and forecast water consumption per capita: Seattle and non-CWA)
- Impact of All Forms of Conservation on Past and Forecast Water Demand
- Demographic Forecasts
- Range of Uncertainty Around Official Demand Forecast
- Cascade Average Daily Demand

In addition, Mr. Clarke discussed the challenges when predicting water demand.

There was a general discussion regarding water rights. Further information on Mr. Clarke's presentation was included in the Desk Packet.

10. COMMITTEE REPORTS

A. Audit Committee – No meetings held.

B. Executive Committee – No meetings held.

C. Public Affairs Committee – The February 3, 2009 meeting recap was included in the Board Packet.

Mr. Degginger reported that the 2009 Washington House Bill 1332 (granting authority to a watershed management partnership to exercise powers) passed in the House. The Companion SB 5910 is awaiting floor action.

D. Resource Management Committee – The February 19, 2009 meeting recap was included in the Desk Packet.

11. NEW BUSINESS

Mr. Haggerton called attention to the upcoming Rock 'N' Roll Seattle event, which includes a marathon and one-half marathon. He noted that there are marketing/water sponsorship opportunities available at the event that Cascade should consider. The Public Affairs Committee will discuss this event at their next Committee meeting.

12. NEXT REGULAR MEETING

The next regular Board Meeting will be held March 25, 2009 at 3:30 p.m.

13. ADJOURN

The meeting was adjourned at 4:56 p.m.

APPROVED BY:

Lloyd Warren, Chair

Mary-Alyce Burleigh, Vice Chair