



MEETING MINUTES OF THE  
BOARD OF DIRECTORS  
CASCADE WATER ALLIANCE'S OFFICE  
JUNE 22, 2016

1. **CALL TO ORDER**

At 3:30 p.m. Mr. Butler called the meeting to order.

2. **ROLL CALL**

Board Members or Alternate Board Members from the City of Bellevue (Stokes), the City of Issaquah (Butler), the City of Kirkland (Sweet), the City of Redmond (Birney), Sammamish Plateau Water & Sewer District (Warren), and Skyway Water and Sewer District (Ault) were present, constituting a quorum.

3. **PUBLIC COMMENT**

None.

4. **EXECUTIVE SESSION**

None.

5. **APPROVAL OF AGENDA**

Staff requested that Agenda Item 9(a) be removed from the meeting agenda (Staff Presentations/2017-2018 Budget and Rates).

**Motion by Mr. Ault and second by Mr. Stokes to approve the revised meeting agenda. Motion carried unanimously (6-0).**

6. **CHIEF EXECUTIVE OFFICER'S REPORT**

In addition to the Chief Executive Officer's Report that was included in the Board packet, Chuck Clarke provided the following report:

- Progress is being made on the new valve that is being installed at the powerhouse.
- Clark Nuber recently completed Cascade's fiscal year annual outside financial audit. Results of the audit will be presented to the Finance and Management Committee at the next Committee meeting. The audit appears to be a clean audit report.

7. **CONSENT ACTION ITEM**

- A. Board Meeting Minutes of April 27, 2016.

- B. Motion to authorize the Chief Executive Officer to enter into a contract with MRF Enterprises, Inc., in an amount not to exceed \$100,000 to provide diver hand pulling services to extract milfoil from the Lake Tapps Reservoir.

**Motion by Mr. Warren and second by Mr. Stokes to approve Consent Action Items A-B. Motion carried unanimously (6-0).**

## **8. OTHER ACTION ITEMS**

- A. Motion to authorize the Chief Executive Officer to enter into Amendment No. 1 to the Mud Mountain Dam Fish Passage Project Design Review contract with HDR Engineering, Inc., in an amount not to exceed \$300,000 (total contract amount not to exceed \$375,000).

Mr. Clarke explained that Cascade entered into a contract with HDR Engineering Inc., (HDR) in December, 2015, for consulting services required during the development of the Mud Mountain Dam Fish Passage project (MMD FPP), with a not-to-exceed amount of \$75,000. The contract scope included providing review and comment on the United States Army Corps of Engineers (USACE) design of the MMD FPP facilities and physical modelling activities, assistance in analyzing real estate needs and values, and assessing operational needs during and post construction to ensure Cascade can fully utilize its Lake Tapps water rights.

Mr. Clarke noted that the scope of the project requires an amendment to: complete the original scope tasks, develop specifications for demolition, removal, and restoration of existing trap and haul facility, and design Cascade intake modifications. These tasks are scheduled to be complete by December 31, 2016. Mr. Clarke advised Board Members that further amendments will be necessary for activities in 2017 and beyond, including review of construction bids received by the USACE and engineering services during construction.

Mr. Clarke noted that design of the Cascade intake modifications will be provided to the USACE under the terms of the Memorandum of Understanding, for inclusion into the MMD FPP construction bid documents and be included as a separate construction task for the selected contractor.

Mr. Clarke summarized that the amendment allows Cascade to keep the project moving forward, to design the proper facility and allow for adjustments, and prepare a bid-ready package. Overall, the project will have a significant positive operational impact for Cascade. Mr. Clarke explained once the project is complete a cost-sharing arrangement will be developed for allocations of costs between the USACE and Cascade.

**Motion by Mr. Stokes and second by Mr. Ault to authorize the Chief Executive Officer to enter into Amendment No. 1 to the Mud Mountain Dam Fish Passage Project Design Review contract with HDR Engineering, Inc., in an amount not to exceed \$300,000 (total contract amount not to exceed \$375,000). Motion carried unanimously (6-0).**

## **9. COMMITTEE REPORTS**

- A. Executive Committee – No meetings held.
- B. Finance and Management Committee – Meeting held June 16, 2016.
- C. Public Affairs Committee – Meeting held May 4, 2016. The meeting recap was included in the Board packet.
- D. Resource Management Committee – Meeting held June 9, 2016. The meeting recap was included in the Board packet.

**10. NEW BUSINESS**

None.


**11. NEXT REGULAR MEETING**

The next regular Board meeting will be held July 27, 2016, at 3:30 p.m.

**12. ADJOURN**

The meeting was adjourned at 4:00 p.m.

APPROVED BY:



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Fred Butler, Chair



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John Stokes, Vice-Chair