



MEETING MINUTES OF THE
BOARD OF DIRECTORS
CASCADE WATER ALLIANCE'S OFFICE
JULY 27, 2016

1. CALL TO ORDER

At 3:31 p.m. Mr. Butler called the meeting to order.

2. ROLL CALL

Board Members or Alternate Board Members from the City of Bellevue (Stokes¹/Slatter), the City of Issaquah (Butler), the City of Kirkland (Sweet), the City of Redmond (Marchione), the City of Tukwila (Duffie), Sammamish Plateau Water (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

Motion by Mr. Warren and second by Mr. Ault to approve the meeting agenda as presented. Motion carried unanimously (7-0).

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:

- Cascade is preparing a fact sheet about aquatic plants to provide community members at the Lake Tapps Reservoir. This will inform the community about Cascade's responsibilities for milfoil mitigation, along with homeowner responsibilities. A diver harvesting of milfoil will be conducted in the near future.
- Cascade is monitoring and mitigating temporary structures that have been placed on many of the dikes around the Lake Tapps Reservoir.
- A redesign of the new valve at the powerhouse is scheduled for October and November, 2016.

¹ Departed at 4:25 p.m.

7. CONSENT ACTION ITEM

- A. Board Meeting Minutes of June 22, 2016.
- B. Authorize the Chief Executive Officer to amend the existing contract with Colehour + Cohen to include a pilot social marketing program to support Cascade's "*We need water because...*" campaign, for an additional \$47,500, and to fund additional field and program support for \$19,250, raising the total contract amount by \$66,750, from \$60,000 to \$126,750.

Motion by Mr. Warren and second by Ms. Sweet to amend the meeting agenda and move Item 7B Consent Action Item (Authorize the Chief Executive Officer to amend the existing contract with Colehour + Cohen) to Other Action Items 8B. At the question, motion carried unanimously (7-0).

Motion by Mr. Warren and second by Ms. Sweet to approve Consent Action Item A as presented. Motion carried unanimously (7-0).

8. OTHER ACTION ITEMS

- A. Motion to adopt Resolution No. 2016-13 amending the 2016 Budget and the 2015 - 2021 Capital Improvement Program (CIP), to increase the 2016 Operating budget by \$491,201 and the 2016 CIP budget by \$1,250,000.

Mr. Clarke explained that there are two recommendations for budget adjustments:

- Amend the adopted 2016 Operating budget to authorize \$491,201 of additional expenditures to pay the Seattle Public Utilities (SPU) "true up" of Cascade's 2014 water contract obligations.
- Amend the adopted 2016 CIP budget to authorize \$1,250,000 of additional Construction Fund expenditures to cover capital expenditures for White River – Lake Tapps Reservoir improvement projects.

Motion by Ms. Sweet and second by Mr. Stokes to adopt Resolution No. 2016-13 amending the 2016 Budget and the 2015 - 2021 Capital Improvement Program, to increase the 2016 Operating budget by \$491,201 and the 2016 CIP budget by \$1,250,000. Motion carried unanimously (7-0).

- B. Authorize the Chief Executive Officer to amend the existing contract with Colehour + Cohen to include a pilot social marketing program to support Cascade's "*We need water because...*" campaign, for an additional \$47,500, and to fund additional field and program support for \$19,250, raising the total contract amount by \$66,750, from \$60,000 to \$126,750.

Elaine Kraft explained that Cascade has a contract with Colehour + Cohen for staffing and support of the Cascade Gardener program, Cascade's participation in community events, assistance with rainwater harvesting and drip irrigation projects, and general program support. The requested increase in the budget of \$19,250 will be used for additional field and program support in 2016.

Mr. Clarke clarified that the additional \$47,500 requested to provide additional funding for a pilot social marketing program will be discussed/requested at a later time. Currently, the request is for additional field and program support.

Motion by Mr. Marchione and second by Mr. Stokes to authorize the Chief Executive Officer to amend the existing contract with Colehour + Cohen to fund additional field and program support for \$19,250, raising the total contract amount from \$60,000 to \$79,250. Motion carried unanimously (7-0).

9. STAFF PRESENTATIONS

A. Lake Washington Institute of Technology Project Update.

Mike Brent introduced Dr. Amy Goings (President) and Don Marshall (Instructor) from Lake Washington Institute of Technology. Cascade and Lake Washington Institute of Technology partnered to infuse water efficiency into the broader water concept of sustainable landscape management.

Dr. Goings discussed the state-of-the-art irrigation system installed by Lake Washington Institute of Technology Environmental Horticulture students, under Cascade's supervision. He added that the partnership is an illustration of Lake Washington Technical Institute's workforce mission in action.

Cascade is also working with the Lake Washington Institute of Technologies to create a new Sustainable Landscape Technologies class series. This series includes smart irrigation, rain gardens, plant selection, low impact development, basic design, and business operations. It is being created for industry professionals and students who want to further their marketability and learn how to manage landscapes more sustainably. The class is set to debut this fall.

B. 2017 - 2018 Budget and Rates Presentation.

Mr. Clarke reviewed Cascade's budget trends. The proposed average rate increase for 2017 remains at 3.0%. Mr. Clarke noted that projected rates over the next several years hinge mainly on RCFC growth forecasts and the pending \$12 million payment due to Seattle Public Utilities in 2018.

10. COMMITTEE REPORTS

A. Executive Committee – No meetings held.

B. Finance and Management Committee – Meeting held June 16, 2016.

C. Public Affairs Committee – Meeting held July 6, 2016. The meeting recap was included in the Board packet.

D. Resource Management Committee – No meetings held.

11. NEW BUSINESS

None.

12. NEXT REGULAR MEETING

The August 2016 Board meeting has been canceled. The next regular Board meeting will be held September 28, 2016, at 3:30 p.m.

13. ADJOURN

The meeting was adjourned at 4:52 p.m.

APPROVED BY:



Fred Butler, Chair



John Stokes, Vice-Chair