



MEETING MINUTES OF THE
BOARD OF DIRECTORS
VIA HYBRID MEETING
NOVEMBER 16, 2022

1. CALL TO ORDER

At 3:30 p.m. Chair Sweet called the meeting to order. Board Members confirmed that they received the meeting materials and could hear the speakers clearly.

2. ROLL CALL

Board Members Present: The City of Bellevue (Barksdale), the City of Kirkland (Sweet), the City of Redmond (Birney), Sammamish Plateau Water & Sewer District (Warren), and Skyway Water and Sewer District (Ault)

Board Members Absent: The City of Issaquah (Pauly), City of Tukwila (Ekberg)

Board Alternate Present: The City of Issaquah (Joe)

3. PUBLIC COMMENT

None.

4. EXECUTIVE SESSION

None.

5. APPROVAL OF AGENDA

Motion by Mr. Warren and second by Ms. Birney to approve the meeting agenda as presented. Motion carried unanimously (5-0).

6. STATE AUDITOR'S OFFICE PRESENTATION

Chris Paulucci, Cascade Finance and Administration Manager introduced Haji Adams, June Li, and Kevin Lee from the state Auditor's Office. Mr. Adams said the audit report described the overall results and conclusions for the areas examined. In those selected areas, Cascade operations complied, in all material respects, with applicable state laws, regulations, and its own policies, and provided adequate controls over the safeguarding of public resources.

7. CHIEF EXECUTIVE OFFICER'S REPORT

Ray Hoffman, Cascade CEO, reviewed the Chief Executive Officer's Report that was included in the Board Packet. Mr. Hoffman responded to questions from Board Members.

8. CONSENT ITEM

- A. Board Meeting Minutes for September 28, 2022.
- B. Motion to authorize the Chief Executive Officer to purchase equipment necessary to operate and maintain the White River - Lake Tapps Reservoir system in an amount not-to-exceed \$192,000.
- C. Motion to authorize the Chief Executive Officer to execute a contract amendment with Long Building Technologies for maintenance of security equipment and related services at the White River – Lake Tapps Reservoir project by extending the contract end date from November 30, 2022, to February 28, 2023, and increasing the budget by \$40,000 from \$55,000 to \$95,000.
- D. Motion to authorize the Chief Executive Officer to extend Cascade’s engagement with auditing firm Clark Number to conduct annual Financial Audits and quarterly Agreed Upon Procedures (AUPs) for fiscal years 2022 through 2026.
- E. Motion to adopt Resolution No. 2022-19 extending and revising Cascade’s water use efficiency goal through 2024.
- F. Motion to authorize the Chief Executive Officer to execute a three-year contract with the highest-rated firm to provide On-Call Civil, Structural, and Mechanical Engineering Services in an amount not to exceed \$550,000.
- G. Motion to authorize the Chief Executive Officer to execute a three-year contract with the highest-rated firm to provide On-Call Land Surveying Services in an amount not to exceed \$160,000.
- H. Motion to authorize the Chief Executive Officer to renew contracts for engineering, vendor, and consulting services as shown in the table included in the Board Packet, totaling \$1,971,275, and in accordance with the adopted 2023 – 2024 Cascade budget.

Motion by Mr. Warren and second by Ms. Birney to approve Consent Action Items A-H as presented. Motion carried unanimously (5-0).

9. OTHER ACTION ITEMS

- A. Motion to adopt Resolution No. 2022-18 adopting Cascade’s 2023 Legislative and Public Policy Agenda.

Alison Bennett, Intergovernmental & Communications Director, said that each year, Cascade develops a legislative and public policy agenda to guide its activities at the federal, state, and municipal levels of government in order to further Cascade’s and its members’ interests. This agenda builds on Cascade’s existing relationships with legislators, agency staff, state and national water industry organizations, and other partners in order to advance key interests as well as track and respond to issues as they arise during the year.

The 2023 Legislative and Public Policy Agenda, included in the Board Packet, is similar to Cascade’s 2022 agenda and continues to focus on affordability, PFAS (per- and polyfluoroalkyl substances) measures at both the state and federal levels, resiliency and continued monitoring of funding opportunities. Ms. Bennett said that new this year are provisions opposing cost shifting by the Washington State Department of Transportation and support for a water utility exemption from the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). The agenda also contains a list of issues that Cascade monitors generally, and support for new

legislative initiatives not specifically addressed by the legislative agenda would be brought back to the Public Affairs Committee and the Board for further direction.

Motion by Mr. Warren and second by Ms. Birney to adopt Resolution No. 2022-18 adopting Cascade's 2023 Legislative and Public Policy Agenda. Motion carried unanimously (5-0).

- B. (1) Motion to adopt Resolution No. 2022-20 as follows: The CEO is reappointed as the Designated Representative under Resolution 2020-15 and is re-authorized to take all steps under Resolution 2020-15 to designate the 2024 maturity of the 2012 Refunding Candidates in the principal amount of \$1,540,000 ("Refunded Bonds") to be redeemed in accordance with the provisions of Resolution 2012-22 and to take all steps to carry out such redemption. The Designated Representative is authorized and directed to provide for or cause to be provided for the payment of the principal of and interest on the Refunded Bonds on any date selected by the Designated Representative on or after January 1, 2023, by causing the deposit of cash or transfer of funds to U.S. Bank Trust Company National Association ("USBTC") as paying agent for the Refunded Bonds. In addition, the Designated Representative is authorized and directed to give or cause to be given (e.g., by so directing USBTC) notice of redemption, at the times and in the manner provided in Resolution 2012-22, to affect the prepayment and redemption of the Refunded Bonds. The Designated Representative is further authorized and directed to take any action and to execute any document as in the Designated Representative's judgment may be necessary or desirable to carry out the provisions of this resolution; and
- (2) Motion to adopt Resolution No. 2022-21 amending the 2022, 2023 and 2024 budgets.

Motion by Ms. Birney and second by Mr. Warren to remove Item 9B from the meeting agenda. Motion carried unanimously (5-0).

10. STAFF PRESENTATIONS

- A. Water Quality Policy Framework.

Mr. Hoffman presented a brief update on progress made on the water quality policy framework and responded to questions from Board Members.

- B. Milfoil Treatment Pilot Project - no materials in packet.

Mr. Hoffman presented the concept of a pilot project to allow homeowners to pay for additional milfoil treatment. Staff is working to develop a detailed implementation plan for the Board to review. Mr. Hoffman responded to questions from Board Members

- C. Alternate Membership Options - no materials in packet.

Mr. Hoffman said that the City of Sumner is no longer interested in purchasing water from Cascade. He suggested that the work conducted thus far be captured in case another agency expresses interest in purchasing water in the future.

11. COMMITTEE REPORTS

- A. Executive Committee – No meeting held.
- B. Finance & Management Committee – Meeting held November 8, 2022.
- C. Public Affairs Committee – No meeting held.
- D. Resource & Management Committee – Meeting held November 3, 2022.

12. NEW BUSINESS

None.

13. NEXT REGULAR MEETING

The next regular Board meeting will be held on December 21, 2022, at 3:30 p.m.

Motion by Ms. Birney and second by Mr. Warren to cancel the December 21, 2022 Board meeting. Motion carried unanimously (6-0).

14. ADJOURN

The meeting adjourned at 4:45 p.m.

APPROVED BY:



Penny Sweet, Chair



Angela Birney, Vice-Chair