



MEETING MINUTES OF THE
BOARD OF DIRECTORS ANNUAL MEETING
VIA ZOOM
FEBRUARY 23, 2022

1. CALL TO ORDER

At 3:31 p.m., Vice-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), City of Tukwila (Ekberg), Sammamish Plateau Water & Sewer District (Warren), and Skyway Water and Sewer District (Ault)

Board Member Absent: the City of Issaquah (Pauly)

Board Alternates Present: the City of Bellevue (Stokes), the City of Issaquah (Joe), the City of Kirkland (Pascal)

3. PUBLIC COMMENT

None.

4. APPROVAL OF AGENDA

Motion by Ms. Birney and second by Mr. Warren t to approve the meeting agenda as presented. Motion carried unanimously (6-0).

5. ACTION ITEMS

A. Motion to adopt Resolution No. 2022-01 to appoint Board Officers

Motion by Mr. Warren and second by Ms. Birney to adopt Resolution No. 2022-01 to appoint the following Board Officers:

Chair: Penny Sweet

Vice-Chair: Angela Birney

Secretary/Treasurer: Allan Ekberg

At the question, motion carried unanimously (6-0).

B. Motion to adopt Resolution No. 2022-02 to appoint Standing Committee Membership

Motion by to adopt Resolution No. 2022-02 to appoint the following chairpersons and members of the standing committees:

Finance and Management Committee

Chair: Allan Ekberg

Members: Penny Sweet, Jeremy Barksdale, Jeralee Anderson, John Stokes, Russell Joe

Resource Management Committee

Chair: Lloyd Warren

Members: Penny Sweet¹, Lloyd Warren, Allan Ekberg, Jon Ault, Mary Lou Pauly, Jon Pascal, John Stokes, Ryika Hooshangi

Public Affairs Committee

Chair: Angela Birney

Members: Penny Sweet, Angela Birney, John Stokes, Ryika Hooshang

At the question, motion carried unanimously (6-0).

6. CHIEF EXECUTIVE OFFICER'S REPORT

Ray Hoffman, Cascade CEO, reviewed the Chief Executive Officer's Report that was included in the Board Packet.

7. CONSENT ITEMS

A. Board Meeting Minutes for January 26, 2022.

B. Motion to adopt Resolution No. 2022-03 containing acknowledgements necessary for Cascade's participation in the King County Pool-Plus investment program for the newly created Water Supply Development Fund (WSDF) and designating Cascade staff who are authorized to provide transaction instructions to King County.

Motion by Ms. Birney and second by Mr. Warren to approve Consent Action Items A-B as presented in the Board Packet. Motion carried unanimously (6-0).

8. OTHER ACTION ITEMS

A. Motion to adopt Resolution No. 2022-05 adopting amendments to Cascade Water Alliance Code 2.05.380; 2.05.390; and 5.60.020.

Ed Cebron explained that Resolution No. 2022-05 increases the delegated authority of the CEO to contract without direct Board authorization. The authorization is currently \$25,000, a level set at Cascade's inception over 20 years ago. In the intervening time, the construction cost index has more than doubled, suggesting a material reduction in CEO authority. Mr. Cebron said that the proposed changes would increase the delegated authority to the CEO to \$50,000. Existing procurement practices related to competitive bids and proposals and seeking Board authority if a contract is amended to a level above the threshold, would remain in place

Motion by Mr. Warren and second by Mr. Ault to adopt Resolution No. 2022-05 adopting amendments to Cascade Water Alliance Code 2.05.380; 2.05.390; and 5.60.020. Motion carried unanimously (6-0).

¹ Adhoc Committee Member

- B. Motion to adopt Resolution No. 2022-06 adopting amendments to Cascade Water Alliance Code 5.05.030; 5.05.040; 5.05.050; 5.05.100; 5.10.020; 5.20.060; and 5.65.040.

Ed Cebron, Cascade's Chief Economist/Treasurer, explained that in December 2021, the Board authorized creation and implementation of the Water Supply Development Fund (WSDF), including new code section 5.70. Based on review and discussions, Cascade staff conducted a broader review of code to reconcile various overlapping areas. Mr. Cebron said that through the course of this "housekeeping" review, several revisions have also been brought forward for consideration for implementation of the WSDF.

Mr. Cebron noted that the changes related to WSDF adoption primarily reconcile the role of the new WSDF and now deactivated RCFC Fund throughout the financial code. By approving Resolution No. 2022-06, Board Members would excise references to the RCFC Fund and add language regarding the WSDF establishing linkages across sections of code. Mr. Cebron said that the revised language Section 5.05.040.D removes the RCFC fund as the repository, and directs the funds based on Board adopted direction for use of RCFC revenues (currently set at 100% to the Construction Fund). Mr. Cebron added that when the Board adopted the WSDF, it amended the "Cascade Funds Management Matrix" in CWAC 5.65.040 that guides budgeting and administration of funds. Because this matrix is date-sensitive, the amendment proposed in Resolution No. 2022-06 would retain the matrix, but shift future amendments to the budget process, where the Board would approve the updated matrix each biennium.

Motion by Ms. Birney and second by Mr. Warren to adopt Resolution No. 2022-06 adopting amendments to Cascade Water Alliance Code 5.05.030; 5.05.040; 5.05.050; 5.05.100; 5.10.020; 5.20.060; and 5.65.040. Motion carried unanimously (6-0).

9. STAFF PRESENTATIONS

None.

10. COMMITTEE REPORTS

- A. Executive Committee – no meetings held.
- B. Finance & Management Committee – Meeting held February 15, 2022.
- C. Public Affairs Committee – Meeting held February 2, 2022.
- D. Resource & Management Committee – Meeting held February 10, 2022.

11. EXECUTIVE SESSION

At 4:00 p.m., Chair Sweet announced that there would be an executive session to review the performance of a public employee. The executive session was expected to take 20 minutes.

Chair Sweet extended the executive session for 30 minutes.

At 4:44 p.m. the executive session adjourned.

12. NEW BUSINESS

None.

13. NEXT REGULAR MEETING

The next regular Board meeting will be held on March 23, 2022 at 3:30 p.m.

14. ADJOURN

The meeting adjourned at 4:46 p.m.

APPROVED BY:



Penny Sweet, Chair



Angela Birney, Vice-Chair