



MEETING MINUTES OF THE  
BOARD OF DIRECTORS  
VIA ZOOM  
NOVEMBER 18, 2020

**1. CALL TO ORDER**

At 3:32 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 Issaquah (Pauly<sup>1</sup>), the City of Kirkland (Sweet), the City of Redmond (Birney), the City of Tukwila (Ekberg), Sammamish Plateau Water & Sewer District (Warren), and Skyway Water and Sewer District (Ault) were present.

Board Alternates Present: the City of Bellevue (Lee), the City of Issaquah (Hall), the City of Redmond (Anderson), Sammamish Plateau Water & Sewer District (Hooshangi)

**3. PUBLIC COMMENT**

None.

**4. EXECUTIVE SESSION**

None.

**5. APPROVAL OF AGENDA**

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

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

Ray Hoffman reviewed items from the November 18, 2020, Chief Executive Officer's Report.

**7. CONSENT ACTION ITEM**

A. Meeting Minutes from October 28, 2020 Board Meeting.

B. Motion to authorize the Chief Executive Officer to execute a contract with an apparent lowest, responsible, and responsive contractor for the valve house fencing project in an amount not to exceed \$42,500.

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<sup>1</sup> Joined the call at 3:47 p.m.

- C. Motion to authorize the Chief Executive Officer to execute a contract with GeoEngineers, Inc., to provide dam engineering, hydrology, and geotechnical services for the White River – Lake Tapps Reservoir project in 2021, for an amount not to exceed \$160,000.

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

## **8. OTHER ACTION ITEMS**

- A. Motion to authorize the Chief Executive Officer to execute an amendment to the existing contract with Aspect Consulting to conduct Lake Tapps System Modeling, increasing the total contract amount to \$60,000.

Ray Hoffman explained that Cascade retained Aspect Consulting in the late 2000s to develop a hydrologic model, specifically the Lake Tapps System Model (“Model”), in support of Lake Tapps Water Rights and Supply Project. Aspect Consulting completed the initial work on the Model in 2010. In August 2018, Cascade retained Aspect Consulting to update the Model to incorporate new data that was obtained over the course of Cascade’s ownership of the Lake Tapps Reservoir. Additionally, the scope of work under the 2018 contract included updating the Model to run using more current software, using the Model to analyze a range of scenarios that reflect potential future operations of the Lake Tapps System for water supply and preparing a report to summarize all of these activities.

Mr. Hoffman further explained that between August 7, 2018, and the current date, Aspect Consulting completed all the tasks specified in the contract. During the work, Cascade requested that Aspect Consulting run significantly more model scenarios (focusing on the potential use of storage behind Mud Mountain Dam and projections for glacial runoff) than originally contemplated. Cascade has determined that an additional budget in the amount of \$10,000 is necessary to compensate Aspect Consulting to complete all tasks assigned under the August 2018 contract.

**Motion by Mr. Lee and second by Mr. Warren to authorize the Chief Executive Officer to execute an amendment to the existing contract with Aspect Consulting to conduct Lake Tapps System Modeling, increasing the total contract amount to \$60,000. Motion carried unanimously (6-0).**

- B. 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 \$2,090,390, and in accordance with the adopted 2021 – 2022 Cascade budget.

Chris Paulucci explained that the vendor and consulting services table included in the Board Packet shows vendors and consultants that Cascade is contracting for services during 2020 whose current contracts expire on Dec. 31, 2020, and that staff recommends renewal for 2021. The listed vendors and consultants provide services for legal, conservation, dam engineering, community relations, information technology support, USGS joint funding agreements, and legislative outreach initiatives. Mr. Paulucci noted that all the contractors listed in the table have been evaluated positively in 2020. Prior year expenditures for each vendor and consultant were shown in the table as well.

Mr. Paulucci said that the vendor and consulting services table was reviewed and approved by the Finance and Management Committee at their November 10, 2020 meeting.

**Motion by Mr. Warren and second by Ms. Pauly 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 \$2,090,390, and in accordance with the adopted 2021 – 2022 Cascade budget. Motion carried unanimously (6-0).**

C. Motion to adopt Resolution No. 2020-17 adopting Cascade's 2021 Legislative and Public Policy Agenda.

Diana Carlen, Gordon Thomas Honeywell, and Alison Bennett explained that each year Cascade develops a legislative and public policy agenda to guide its activities at the federal, state, and municipal levels of government 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.

Ms. Bennett explained that the 2021 Legislative and Public Policy Agenda included in the Board packet focuses on COVID-19 relief, PFAS (per- and polyfluoroalkyl substances) measures at both the state and federal levels, and continued monitoring of funding opportunities, resiliency and affordability issues. 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. Ms. Bennett clarified that the Public Affairs Committee has reviewed and supports the 2021 Legislative and Public Policy Agenda.

**Motion by Ms. Pauly and second by Mr. Lee to approve Resolution No. 2020-17 adopting Cascade's 2021 Legislative and Public Policy Agenda. Motion carried unanimously (6-0).**

**9. STAFF PRESENTATIONS**

None.

**10. COMMITTEE REPORTS**

- A. Executive Committee – No meetings held.
- B. Finance & Management Committee – Meeting held November 10, 2020. The meeting recap was included in the Board packet.
- C. Public Affairs Committee – No meetings held.
- D. Resource & Management Committee – Meeting held November 5, 2020. The meeting recap was included in the Board packet.

**11. NEW BUSINESS**

None.

**12. NEXT REGULAR MEETING**

**Motion by Ms. Birney and second by Ms. Sweet to cancel all Board and Committee meetings during the month of December 2020. Motion carried unanimously (6-0).**

The next regular Board meeting will be held on January 27, 2021 at 3:30 p.m.

**13. ADJOURN**

The meeting adjourned at 4:14 p.m.

APPROVED BY:



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John Stokes, Chair



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Penny Sweet, Vice-Chair