



MEETING MINUTES OF THE  
BOARD OF DIRECTORS  
VIA ZOOM  
APRIL 28, 2021

**1. CALL TO ORDER**

At 3:32 p.m. Chair Stokes 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 (Stokes), 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 Member Absent: the City of Issaquah (Pauly)

Board Alternate Present: the City of Bellevue (Lee)

**3. PUBLIC COMMENT**

None.

**4. EXECUTIVE SESSION**

None.

**5. APPROVAL OF AGENDA**

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

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

Ray Hoffman reviewed items from the Chief Executive Officer's Report that was included in the Board packet.

**7. CONSENT ACTION ITEM**

A. Board Meeting Minutes for March 24, 2021.

B. Motion to authorize the Chief Executive Officer to execute a contract with the lowest responsible responsive bidder for SCADA and Security Improvement project in an amount not to exceed \$900,000.

- C. Motion to authorize the Chief Executive Officer to execute a Master Consulting Agreement with the highest-rated firm to provide On-Call Construction Management Services in an amount not to exceed \$640,000.

Motion to adopt Resolution No. 2021-03 amending Chapter 5.50 of the Cascade Water Alliance Code and Resolutions 2010-09 and 2012-07.

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

## **8. OTHER ACTION ITEMS**

- A. Motion to adopt Resolution No. 2021-04 authorizing the Chief Executive Officer to seek an extension of time on water right permits for the Lake Tapps Municipal Supply project.

Mr. Hoffman reminded Board Members that in June 2010, the Board adopted Resolution No. 2010-11 directing the Cascade Chief Executive Officer to request the Washington State Department of Ecology approve the applications to allow Cascade to operate the Lake Tapps Reservoir for municipal water supply.

Mr. Hoffman summarized the Lake Tapps Water Rights and Supply Project timeline. In order to maintain the most flexibility, the recommendation is to seek an extension of time on water right permits for the Lake Tapps municipal supply. Cascade's legal counsel concurs with this recommendation.

**Motion by Ms. Sweet and second by Mr. Warren to adopt Resolution No. 2021-04 authorizing the Chief Executive Officer to seek an extension of time on water right permits for the Lake Tapps municipal supply. Motion carried unanimously (6-0).**

- B. Motion to adopt Resolution No. 2021-06 establishing a policy regarding potential sales of Cascade Water Alliance's water rights.

Prompted by several opportunities that have arisen for potential sale of Cascade Water Alliance's water rights or water supply capacity in support of mitigation projects in the White River, Cascade staff authored Attachment 2 in the Board Packet, Staff Memorandum dated April 28, 2021, Analysis and Recommended Policy Regarding Potential Sales of Cascade's Water Rights, setting forth background, analysis and recommendations. Based on the Staff Memorandum, it is recommended to establish a policy that will guide staff work and Board consideration on these opportunities or other future proposed sales. Mr. Cebon summarized Staff Recommendations 1-4, which were described in the Board Packet.

Mr. Cebon responded to various questions from Board Members. Items discussed included lease options/pricing, time limits, water limits, etc. Mr. Hoffman clarified that any sale or recommendation will be presented to Board Members prior to the final decision.

A decision on Resolution No. 2021-06 was postponed until the July, 2021 Board meeting.

- C. Motion to adopt Resolution No. 2021-05 recognizing Drinking Water Week.

**Motion by Ms. Birney and second by Mr. Warren to adopt Resolution No. 2021-05 recognizing Drinking Water Week. Motion carried unanimously (6-0).**

## 9. BOARD DISCUSSION

### A. Solar Power Feasibility Project

*Staff provided a briefing paper discussing in more detail the results of the solar power feasibility study, including additional information on the payback period and anticipated energy production.*

Mr. Hoffman reminded Board Members that in 2020 the Board authorized staff to undertake a solar power feasibility study to determine the potential for solar power development at selected Cascade-owned properties at the Lake Tapps/White River Project. Staff chose Sazan Environmental Services as the project consultant, who analyzed potential power generation, solar photovoltaic array options, structural and environmental considerations, and financial and funding options at four locations:

- Powerhouse
- Existing Fish Screen
- Upper Conveyance Valvehouse
- Future Water Treatment Plant Site

The study was completed in December 2020. The findings determined that the Powerhouse was found to have the best potential for solar power development of the four locations studied.

The study's 23-year payback period estimate for the Powerhouse solar project is based on conservative assumptions. Authorize Cascade staff to execute a contract with Sazan Environmental Services for the following tasks:

- Assist Cascade in RFP development and Bid Procurement
- Assist Cascade in preparing grant application materials  
Contract Budget: \$10,000
- Timeframe: Begin asap to be eligible for upcoming grant cycles.
- Establish a payback period target of 15 years.
- Investigate similar regional solar power projects.
- Promulgate RFP for solar power installation.
- Report to the Board on responses to RFP, grants, and project viability.

Mr. Hoffman and Mr. Cebron responded to various questions from Board Members.

**Motion by Mr. Warren and second by Ms. Birney to amend the meeting agenda and take action on Agenda Item 9.A. Motion carried unanimously (6-0).**

**Motion by Ms. Birney and second by Mr. Warren to authorize Cascade staff to execute a contract with Sazan Environmental Services for the following tasks:**

- **Assist Cascade in RFP development and Bid Procurement**
- **Assist Cascade in preparing grant application materials**

**Contract Budget: \$10,000**

**Timeframe: Begin as soon as possible to be eligible for upcoming grant cycles.**

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

**10. COMMITTEE REPORTS**

- A. Executive Committee – No meetings held.
- B. Finance & Management Committee – Meeting held April 20, 2021. The meeting recap was included in the Board packet.
- C. Public Affairs Committee – Meeting held April 7, 2021. The meeting recap was included in the Board packet.
- D. Resource and Management Committee – Meeting held April 8, 2021. The meeting recap was included in the Board packet.

**11. NEW BUSINESS**

None.

**12. NEXT REGULAR MEETING**

The next regular Board meeting will be held on May 26, 2021 at 3:30 p.m.

**13. ADJOURN**

The meeting adjourned at 4:45 p.m.

APPROVED BY:



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John Stokes, Chair



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Penny Sweet, Vice-Chair