



MEETING MINUTES OF THE
BOARD OF DIRECTORS
VIA ZOOM
APRIL 27, 2022

1. CALL TO ORDER

At 3:31 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 Issaquah (Pauly), the City of Kirkland (Sweet), the City of Redmond (Birney), Sammamish Plateau Water & Sewer District (Warren), Skyway Water and Sewer District (Ault), and the City of Tukwila (Ekberg)

Board Member Absent: the City of Bellevue (Barksdale)

Board Alternates Present: the City of Bellevue (Stokes), City of Kirkland (Pascal), City of Redmond (Anderson)

3. PUBLIC COMMENT

None.

4. EXECUTIVE SESSION

None.

5. APPROVAL OF AGENDA

Motion by Mr. Ekberg and second by Mr. Stokes to approve the meeting agenda as presented. 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. Mr. Hoffman responded to questions from Board Members.

7. CONSENT ITEM

A. Board Meeting Minutes for March 23, 2022

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

8. BOARD DISCUSSION ITEM

- A. Motion to approve a permanent General Counsel position and amend Cascade's Amended 2021-2022 Budget to add the new General Counsel position

Mr. Hoffman said that Cascade is proposing to move some legal services in-house by adding a new General Counsel position. Resolution 2020-10 adopted Cascade's 2021 - 2022 Budget and established its staffing level at 11 positions. This requested action would increase Cascade's staffing level to 12 positions for the 2022 Budget. Mr. Hoffman noted that Cascade plans to hire a General Counsel between half-time and 60 percent, rather than fulltime. In the future, the Board will have opportunities to determine if the General Counsel position should be full-time, or conversely, to return to contracting out all legal services.

Mr. Hoffman said that TC Richmond, currently Counsel contracted with VanNess, will be retiring in the near future. He proposed that Ms. Richmond be hired to assist with legal issues to retain the institutional knowledge of the organization. Then, Ms. Richmond would assist with transferring the organizational knowledge for succession planning purposes.

Motion by Ms. Birney and second by Ms. Pauly to amend the agenda to allow action to be taken on Item 8A. Motion carried unanimously (6-0).

Motion by Ms. Birney and second by Ms. Pauly to approve the recommendation to add a permanent General Counsel position and amend Cascade's Amended 2021-2022 Budget to add the new General Counsel position to the budget. Motion carried unanimously (6-0).

9. STAFF PRESENTATIONS

None.

10. COMMITTEE REPORTS

- A. Executive Committee – no meetings held
- B. Finance & Management Committee – Meeting held April 19, 2022
- C. Public Affairs Committee – Meeting held April 6, 2022
- D. Resource & Management Committee – no meetings held

11. NEW BUSINESS

None.

12. NEXT REGULAR MEETING

The next regular Board meeting will be held on May 25, 2022 at 3:30 p.m.

13. ADJOURN

The meeting adjourned at 4:07 p.m.

APPROVED BY:



Penny Sweet, Chair



Angela Birney, Vice-Chair