



SPECIAL MEETING MINUTES OF THE  
BOARD OF DIRECTORS  
CASCADE WATER ALLIANCE'S OFFICE  
NOVEMBER 29, 2017

**1. CALL TO ORDER**

At 2:06 p.m. Chair Butler called the Special Meeting to order.

**2. ROLL CALL**

Board Members or Alternate Board Members from the City of Bellevue (Stokes), the City of Issaquah (Butler), the City of Kirkland (Sweet<sup>1</sup>), the City of Redmond (Birney), Sammamish Plateau Water & Sewer District (Warren), and Skyway Water and Sewer District (Ault) were present constituting a quorum.

**3. PUBLIC COMMENT**

None.

**4. EXECUTIVE SESSION**

At 2:06 p.m. Chair Butler announced that there would be an Executive Session to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. Chair Butler also announced that there would be an Executive Session to review the performance of a public employee. Both Executive Sessions were expected to take approximately 30 minutes unless the time was extended by further notice.

At 2:30 p.m. the Executive Session was extended until 3:15 p.m. The Executive Session adjourned at 3:15 p.m.

**5. APPROVAL OF AGENDA**

Motion by Mr. Ault and second by Mr. Warren to approve the meeting agenda as presented in the Desk Packet. Motion carried unanimously (6-0).

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

In addition to the Chief Executive Officer's Report included in the Board packet, Chuck Clarke discussed the following:

- Progress is being made with the King County Investment Pool. Participation in the Pool Plus Option is anticipated in first quarter 2018.
- Progress is being made with the U.S. Army Corps of Engineers on the Barrier structure.

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<sup>1</sup> Via conference call; joined during the Executive Session.

- The current 2017 - 2018 Cascade budget is tracking as expected.
- Progress continues regarding the Reclaimed Water Rule.
- Work continues on penstock #3. This is necessary because of the wet area that was discovered on the slope above the powerhouse where penstocks are buried. Other penstocks have been repaired as well. Originally, Cascade and Veolia investigated and located the source of the leak. An emergency was declared when the original leaks were discovered. The emergency is still in effect.

**7.- CONSENT ACTION ITEM**

- A. Board Meeting Minutes for October 25, 2017.
- B. Motion to authorize the Chief Executive Officer to extend Cascade's engagement with auditing firm Clark Nuber to conduct annual audits for fiscal years 2017 through 2021 for fees of \$51,500, \$52,500, \$53,500, \$54,500, and \$55,500, respectively.
- C. Motion to authorize the Chief Executive Officer to execute a contract with GeoEngineers, Inc. to provide dam engineering, geotechnical, and hydrology services, in an amount not to exceed \$150,000.
- D. Motion to authorize the Chief Executive Officer to enter into a contract with a contractor to repair the USGS lake gauge facility on the Wilkerson property for an amount not to exceed \$44,000.

**Motion by Mr. Warren and second by Mr. Stokes to approve Consent Action Items A-D as presented. Motion carried unanimously (6-0).**

**8. OTHER ACTION ITEMS**

- A. Motion to authorize the Chief Executive Officer to renew contracts for engineering, vendor, and consulting services, as shown in the Board packet table, totaling \$1,527,070, and in accordance with the adopted 2017 - 2018 Cascade budget.

Mr. Clarke reviewed the table included in the Board packet that detailed the engineering, vendor, and consulting services with which Cascade is contracting for services during 2018 whose current contract expires on December 31, 2017, and for which staff recommends renewal for 2018. The total amount for these contracts is \$1,527,070, and is in accordance with the adopted 2017 - 2018 Cascade budget.

**Motion by Ms. Sweet and second by Mr. Stokes to authorize the Chief Executive Officer to renew contracts for engineering, vendor, and consulting services, as shown in the Board Packet table, totaling \$1,527,070, and in accordance with the adopted 2017-2018 Cascade budget. Motion carried unanimously (6-0).**

- B. Motion to authorize the Chief Executive Officer to amend Cascade's 2017 agreement with legal firm Van Ness Feldman, to increase maximum 2017 compensation by \$100,000, from \$800,000 to \$900,000.

Mr. Clarke explained that Van Ness Feldman has been providing general counsel services to Cascade for years and has consistently done a good job of anticipating, managing, and tracking Cascade's legal projects and expenditures. Reaching agreements between Cascade and the USACE in negotiations on required real estate transactions and funding issues, reclaimed water rule research, and response and franchise work were not anticipated in the originally agreed upon terms for Van Ness Feldman and required greater services than were anticipated in November 2016 when the 2017 budget for Van Ness Feldman's services was approved.

**Motion by Ms. Sweet and second by Ms. Birney to authorize the Chief Executive Officer to amend Cascade's 2017 agreement with legal firm Van Ness Feldman, to increase maximum 2017 compensation by \$100,000, from \$800,000 to \$900,000. Motion carried unanimously (6-0).**

- C. Motion to authorize the Chief Executive Officer to execute Amendment 4 with Carollo Engineers to provide engineering during construction for the White River – Lake Tapps Reservoir Security Improvements Phase 1 project, in an amount not to exceed \$10,000, for a total contract amount of \$178,000.**

Mr. Clarke reminded Board Members that there have been three amendments to the Carollo Engineers contract to provide engineering during construction for the White River. The requested amendment seeks an additional \$10,000 for Carollo Engineers, as the project is approximately two months past the contract end date, and the issues that have arisen during the project have far exceeded what was originally anticipated. At this time, liquidated damages are up to \$27,000, due by the contractor, and they will be used to pay the additional consultant costs.

**Motion by Ms. Sweet and second by Mr. Stokes to authorize the Chief Executive Officer to execute Amendment 4 with Carollo Engineers to provide engineering during construction for the White River – Lake Tapps Reservoir Security Improvements Phase 1 project, in an amount not to exceed \$10,000, for a total contract amount of \$178,000. Motion carried unanimously (6-0).**

- D. Motion to authorize the Chief Executive Officer to execute a contract amendment, increasing the budget by \$10,000, with Magnan Consulting, Inc., to provide construction management services.**

**Motion by Mr. Warren and second by Mr. Stokes to authorize the Chief Executive Officer to execute a contract amendment, increasing the budget by \$10,000, with Magnan Consulting, Inc., to provide construction management services. Motion carried unanimously (6-0).**

- E. Election of incoming Board Chair effective January 1, 2018.**

Since Chair Butler will no longer be part of the Issaquah City Council, his term on the Cascade Board will end effective January 1, 2018.

**Motion by Mr. Warren and second by Mr. Ault to appoint Mr. Stokes as the Board Chair. Motion carried unanimously (6-0).**

Mr. Stokes read a Proclamation to recognize Chair Butler's service to the Board. In addition, Chair Butler was presented with a token of appreciation.

## **9. STAFF PRESENTATIONS**

None.

## **10. COMMITTEE REPORTS**

- A. Executive Committee – No meetings held.**
- B. Finance and Management Committee – Meeting held November 8, 2017. The meeting recap was included in the Board packet.**
- C. Public Affairs Committee – Meeting held November 1, 2017. The meeting recap was included in the Board packet.**
- D. Resource and Management Committee – No meetings held.**

**11. NEW BUSINESS**

Mr. Michelson provided a more detailed report regarding the pipe #3 repairs. He noted that staff is in the process of obtaining bids to repair the pipes with concrete. He also reported that the inspection is complete for the Lake Tapps Reservoir Security Improvements Phase 1 project. The system passed the inspection and is ready for operation.

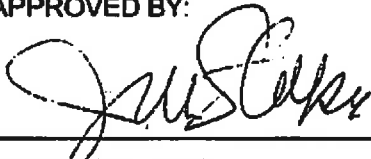
**12. NEXT REGULAR MEETING**

The next regular Board meeting will be held on a date to be determined in January 2018. The December 20, 2017, Board meeting has been cancelled.

**13. ADJOURN**

The meeting was adjourned at 3:42 p.m.

APPROVED BY:



John Stokes, Chair



Penny Sweet, Vice Chair