



MEETING MINUTES OF THE
BOARD OF DIRECTORS
CASCADE WATER ALLIANCE'S OFFICE
OCTOBER 23, 2019

1. CALL TO ORDER

At 3:30 p.m., Chair Stokes called the meeting to order.

2. ROLL CALL

Board Members or Alternate Board Members from the City of Bellevue (Stokes), the City of Issaquah (Hunt¹), the City of Kirkland (Sweet²), the City of Redmond (Birney), the City of Tukwila (Ekberg³), Sammamish Plateau Water & Sewer District (Warren), and Skyway Water and Sewer District (Ault) were present.

3. PUBLIC COMMENT

None.

4. EXECUTIVE SESSION

None.

5. APPROVAL OF AGENDA

Motion by Mr. Warren and second by Ms. Birney to approve the revised meeting agenda that was included in the Board Desk Packet. Motion carried unanimously (6-0).

6. CHIEF EXECUTIVE OFFICER'S REPORT

In addition to the Chief Executive Officer's Report, staff discussed the following:

- A Declaration of Emergency was issued for a leak located along the upper conveyance system of the White River – Lake Tapps Reservoir project. This leak was first detected in September 2019 and is more significant than originally thought. A thorough engineering investigation will be conducted to determine the magnitude of the problem.
- Temporary water proposal options for the City of Issaquah and Sammamish Plateau Water & Sewer District were discussed. A 15-year supply is anticipated with water available as early as 2020 or 2021. Staff is assessing the needs of Issaquah and Sammamish along with evaluating the legal elements of water right implications.

¹ Via conference call.

² Via conference call.

³ Via conference call; arrived at 3:35 p.m.

CONSENT ACTION ITEM

- A. Board Meeting Minutes from September 25, 2019.
- ~~B. Motion to adopt Resolution No. 2019-12 amending the Regional Capital Facilities Charge Methodology, Chapter 5.25 of the Cascade Water Alliance Code.~~
- C. Motion to approve the Cascade Rate True-up Adjustments for 2020 with payment through level, monthly adjustments to 2021 Member Charges.

Motion to remove Consent Action Item B from the meeting agenda; and to approve Consent Action Items A and C as presented in the Board Packet. Motion carried unanimously (7-0).

7. OTHER ACTION ITEMS

- A. Motion to authorize the Chief Executive Officer to execute a contract to provide services in preparing compliance crosswalks, risk and resiliency assessments, and emergency response plans in an amount not to exceed \$350,000.

Ed Cebron explained that Cascade issued a RFP for a master contract to assist with complying with the America's Water Infrastructure Act (AWIA) requirements. The AWIA requires utilities serving more than 3,300 people to conduct a Risk and Resiliency Assessment of their community water systems and develop or update a corresponding Emergency Response Plan. Mr. Cebron added that Cascade wishes to execute a master consultant contract to provide support to Cascade and Members in preparing compliance crosswalks, RRAs and ERPs, and completing other risk and resiliency infrastructure assessments as needed. Melina Thung provided an overview of the RFP process and fiscal impacts of the project. Chuck Clarke clarified that the master contract will also be available for use by public agencies that are not Cascade Members, pursuant to an interlocal agreement executed with Cascade.

Motion by Ms. Birney and second by Mr. Ault to authorize the Chief Executive Officer to execute a contract to provide services in preparing compliance crosswalks, risk and resiliency assessments, and emergency response plans in an amount not to exceed \$350,000. Motion carried unanimously (7-0).

- B. Motion to adopt Resolution No. 2019-13 authorizing the Chief Executive Officer, in consultation with legal counsel, to finalize and execute a stormwater easement to be granted by Cascade Water Alliance to Tapps Holdings, LP.

Chuck Clarke explained that in 2009, Cascade purchased from Puget Sound Energy real property adjacent to, along the shoreline, and within the lake bed of the Lake Tapps Reservoir. Prior to the transfer of property, in 1999, PSE granted a perpetual non-exclusive easement to Sound Development Corporation, a developer of a residential subdivision known as Grandview Ridge, that allowed for the construction and use of biofiltration and storm drainage system that is now partially on the Cascade-owned property and partially on PSE-owned property. Mr. Clarke added that stormwater now drains from the Grandview Ridge development through the biofiltration and storm drainage system into the Lake Tapps Reservoir near Cascade's Tunnel Intake structure.

Mr. Clarke noted that there is a new development in Pierce County, known as The Ridge, that proposes to construct 48 single-family residential lots on a 24.4-acre parcel. The developer of The Ridge, Tapps Holdings, LP, plans to detain stormwater onsite; however, excess stormwater during extreme events will be discharged from the development site into the existing biofiltration and storm drainage system into the Lake Tapps Reservoir. Mr. Clarke clarified that the 1999 easement was limited to the Grandview Ridge development and excludes the underlying property for The Ridge from the use of the existing biofiltration and storm drainage system. In 2015, Cascade communicated the need for enhanced water quality treatment and the need to amend the 1999

easement to benefit The Ridge to the Tapps Holdings teams. Mr. Clarke provided an overview of some of the easement terms.

Motion by Mr. Warren and second by Ms. Birney to adopt Resolution No. 2019-13 authorizing the Chief Executive Officer, in consultation with legal counsel, to finalize and execute a stormwater easement to be granted by Cascade Water Alliance to Tapps Holdings, LP. Motion carried unanimously (7-0).

8. STAFF PRESENTATIONS

None.

9. COMMITTEE REPORTS

- A. Executive Committee – Meetings held October 8 and October 15, 2019.
- B. Finance and Management Committee – Meeting held October 16, 2019. The meeting recap was included in the Board packet.
- C. Public Affairs Committee – Meeting held October 2, 2019. The meeting recap was included in the Board packet.
- D. Resource and Management Committee – Meeting held October 10, 2019. The meeting recap was included in the Board packet.

10. NEW BUSINESS

None.

11. EXECUTIVE SESSION

At 4:13 p.m., Chair Stokes announced that there would be an executive session to discuss the qualifications of an applicant for public employment. The executive session was expected to take 45 minutes.

At 5:00 p.m. the executive session adjourned.

Motion by Ms. Birney and second by Mr. Ault to revise the meeting agenda and add an Action Item to approve Resolution 2019-14 authorizing the Chief Executive Officer's contract. Motion carried unanimously (7-0).

Motion by Mr. Warren and second by Ms. Birney to approve Resolution 2019-14 authorizing the Chief Executive Officer's contract. Motion carried unanimously (7-0).


12. NEXT REGULAR MEETING

The next regular Board meeting will be held November 20, 2019, at 3:30 p.m.

13. ADJOURN

The meeting adjourned at 5:02 p.m.

APPROVED BY:



John Stokes, Chair



Penny Sweet, Vice-Chair