



MEETING MINUTES OF THE
BOARD OF DIRECTORS
VIA ZOOM
JULY 22, 2020

1. CALL TO ORDER

At 3:35 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 (Pauly¹), the City of Kirkland (Sweet), the City of Redmond (Anderson), the City of Tukwila (Ekberg²), Sammamish Plateau Water & Sewer District (Warren), and Skyway Water and Sewer District (Ault) were present via conference call.

3. PUBLIC COMMENT

None.

4. EXECUTIVE SESSION

None.

5. APPROVAL OF AGENDA

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

6. CHIEF EXECUTIVE OFFICER'S REPORT

Ray Hoffman discussed the following during his Chief Executive Officer's Report:

- RCFCs continue to drop with approximately half of the 2020 budget expectations.
- AquaTechnex is in the process of applying Phase 1 of milfoil treatment to the Lake Tapps Reservoir.
- There has been a large increase in recreational activities on the dikes at Lake Tapps Reservoir. Staff are closely monitoring the situation.
- Staff continues to work with King County Wastewater and Seattle Public Utilities on development of a draft master agreement for the potential use of reclaimed water.
- Cascade continues to work on Pierce County's draft stormwater manual update requesting that additional water quality provisions be added for the Lake Tapps sub basin.

¹ Departed at 4:32 p.m.

² Arrived at 4:30 p.m.

- After a break due to COVID-19, Cascade and Pierce County staff began meeting again to discuss the development of a recreational trail along the flume and twin pipelines. The group will continue to draft a trail easement agreement, and Pierce County will work with Cascade to secure consultant assistance for trail design.
- The Governor's Open Public Meetings Act was extended until August 1, 2020. Cascade will continue to monitor COVID-19 developments to ensure Cascade's operations and meetings comply with all proclamations and rules.

7. CONSENT ACTION ITEM

- A. Board Meeting Minutes from June 24, 2020.
- B. Motion to authorize the Chief Executive Officer to exercise the option for an additional one-year term and renew a contract with Long Building Technologies for maintenance of security equipment and related services at the White River – Lake Tapps Reservoir project in an amount not-to-exceed \$55,000.
- C. Motion to authorize the Chief Executive Officer to execute a contract with SAZAN Environmental Services not to exceed \$50,000 to conduct a Lake Tapps Solar Feasibility Study.
- D. Motion to authorize the Chief Executive Officer to execute a Contract Amendment with David Evans and Associates, Inc. to provide On-Call Land Surveying Services in the amount of \$60,000, increasing the maximum not-to-exceed amount from \$30,000 to \$90,000.
- E. Motion to authorize the Chief Executive Officer to enter into a contract for the provision and installation of two floating booms to collect debris in the water flowing through Dingle Basin in an amount not-to exceed \$105,000.

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

8. OTHER ACTION ITEMS

- A. Motion to adopt Resolution No. 2020-07 adopting amendments to the Lake Tapps Reservoir Property Management Policy, Cascade Water Alliance Code 7.05.

Motion by Mr. Warren and second by Ms. Pauly to approve Resolution No. 2020-07 as presented. Motion carried unanimously (6-0).

9. STAFF PRESENTATIONS

- A. Budget/Rates/RCFCs Presentation

Ray Hoffman, Ed Cebren, and Chris Paulucci provided an overview of the 2021 - 2022 proposed budget and rates. The following information was reviewed:

- 2021 - 2022 Budget Process
- COVID-19 Effects on the Budget
- 2021 Fixed vs. Variable Operating Budget Breakdown
- Operating Budget 2020 to 2022
- Operating Budget Trends 2012 - 2022
- Seattle Water Costs
- 2021 Fixed vs. Variable CIP Budget Breakdown
- CIP Variable Budget Breakdown
- Capital Improvement Program

- Member Revenue Summary
- Revenue Summary
- RCFC History 2003 - 2019
- Member Rates
- Administrative Charges as Percent of All Charges (except RCFC)
- Impacts of Alternate Rate Scenarios
- Comparison of Rate Scenario Impacts of Cascade Rates on Member Rates

Board Members were asked to ponder the following questions:

- Is the Board comfortable with a staff recommendation for “Shared Benefit” with 2.2% per year (projected to apply for 5 years)?
- Does the Board support committing RCFCs entirely to construction until Lake Tapps development?
- Would the Board again adopt 2 years of rates (with 3rd year true-up)?
- Would the Board adopt 2 years of RCFCs (at \$6,807 and \$6,950)?
- Should staff develop a policy proposal to create a Lake Tapps Equity fund for safeguarding funds, monitoring progress and providing transparency and accountability?

Board Members would like staff to evaluate other ways to reduce expenses, particularly with the operating budget. They also discussed other sources for consideration (i.e., CARES Act funds).

A special meeting will be held in August to continue budget and rate discussions.

10. COMMITTEE REPORTS

- A. Executive Committee – No meetings held.
- B. Finance and Management Committee – Meeting held July 15, 2020. The meeting recap was included in the Board packet.
- C. Public Affairs Committee – Meeting held July 1, 2020. The meeting recap was included in the Board packet.
- D. Resource and Management Committee – Meeting held July 9, 2020. The meeting recap was included in the Board packet.

11. NEW BUSINESS

None.

12. NEXT REGULAR MEETING

A Special Board meeting will be held in the middle of August. The August 26, 2020 regular meeting has been canceled.

13. ADJOURN

The July 22, 2020, Board meeting adjourned at 5:01 p.m.

APPROVED BY:



John Stokes, Chair



Penny Sweet, Vice-Chair