



MEETING MINUTES OF THE  
BOARD OF DIRECTORS  
VIA HYBRID MEETING  
JULY 27, 2022

**1. CALL TO ORDER**

At 3:30 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 Bellevue (Barksdale), the City of Issaquah (Pauly), the City of Kirkland (Sweet), the City of Redmond (Birney), Sammamish Plateau Water & Sewer District (Warren), and Skyway Water and Sewer District (Ault)

Board Member Absent: City of Tukwila (Ekberg)

Board Alternate Present: City of Redmond (Anderson)

**3. PUBLIC COMMENT**

None.

**4. EXECUTIVE SESSION**

None.

**5. APPROVAL OF AGENDA**

**Motion by Ms. Pauly 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, 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 June 22, 2022.

B. Motion to adopt Resolution No. 2022-11 approving a 2-year extension of the independent supply production waiver.

C. Motion to adopt Resolution No. 2022-12 approving the expansion of Sammamish Plateau Water and Sewer District service area to include the M-Brooke service area.

- D. Motion to adopt Resolution No. 2022-14 amending Cascade’s Human Resources Policy and Procedures Manual and Cascade Water Alliance Code 5.05.080 (A) to better align the compensation and annual budget process.

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

**8. OTHER ACTION ITEMS**

- A. Motion to adopt Resolution No. 2022-13 approving the amendment of Chapter 2.05 of the Cascade Water Alliance Code, the Bylaws, regarding Board Members and Alternates and the Participation in Meetings.

Alison Bennett, Cascade Intergovernmental & Communications Director, explained that Cascade’s Bylaws, codified in Chapter 2.05 of the Cascade Water Alliance Code (“CWAC”) 2.05 were adopted by the Board and have been amended from time to time. The Public Affairs Committee recommends changes to the bylaws. The current bylaws allow multiple alternates, so a new role is recommended as an “observer.” The amendments proposed at this time are intended to clarify the roles of Board Members and Alternates and to clarify participation in Board and Standing Committee meetings.

**Motion by Ms. Birney and second by Mr. Warren to adopt Resolution No. 2022-13 approving the amendment of Chapter 2.05 of the Cascade Water Alliance Code, the Bylaws, regarding Board Members and Alternates and the Participation in Meetings. Motion carried unanimously (6-0).**

- B. Motion to authorize the Chief Executive Officer to enter into Amendment No. 1 with Aquatechnex to perform herbicide treatment for control of aquatic vegetation in the Lake Tapps Reservoir, by increasing the maximum contract amount by \$50,000, for a total amount not to exceed \$225,000.

Mr. Hoffman explained that Cascade performs aquatic vegetation control as part of its ordinary maintenance of the Lake Tapps Reservoir. Each year, Cascade’s limnology consultant recommends proposed areas and methods of control based on observations from the prior year and boat survey of milfoil growth in the spring of the current year. Cascade typically performs two rounds of treatment – the first in July and the second in August. Mr. Hoffman said that milfoil growth has been significantly more problematic this year. He showed a bar chart that demonstrated the differences between the amounts budgeted for treatment versus the amounts actually spent. The 2022 actual amount of \$122,544 only reflects the first round of treatment. Cascade and Aquatechnex are in the process of estimating the costs for the second round of treatment based on the recent boat survey. These costs are likely to exceed the remaining contract amount of \$52,456. Given this, Cascade is requesting an increase to the budget of \$50,000, for a total not-to-exceed amount of \$225,000 (inclusive of Washington State sales tax and reserve for contingency). While Cascade doesn’t expect to spend the entire \$225,000, this amount will provide Cascade with flexibility to treat the most impacted areas.

**Motion by Ms. Pauly and second by Mr. Warren to authorize the Chief Executive Officer to enter into Amendment No. 1 with Aquatechnex to perform herbicide treatment for control of aquatic vegetation in the Lake Tapps Reservoir, by increasing the maximum contract amount by \$50,000, for a total amount not to exceed \$225,000. Motion carried unanimously (6-0).**

**9. STAFF PRESENTATIONS**

- A. Water Supply Development Fund Report

Ed Cebron, Chief Economist/Treasurer, provided a Water Supply Development Fund update. He said that the WSDF was introduced during the 2021-22 budget planning process. Cascade code calls for a biennial review of WSDF progress and status. While implemented 8 months ago, the intent is for biennial review in conjunction with the budget/rates process. This first review will help to establish a reporting structure and format. The WSDF purpose includes support future supply development; mitigate rate impacts of major projects; and satisfy Cascade fiscal policies. Overall, staff recommends that the current course be maintained until the supply strategy is resolved and then reevaluate the WSDF.

B. Budget and Rates

Chris Paulucci, Cascade Finance and Administration Manager, and Ed Cebron, Cascade Chief Economist/Treasurer, explained that the recovery of true-up amounts is proposed to be spread over the biennium rather than recovered wholly in the first year based on review with member staff. While all members continue to pay their allocated share of costs and Cascade's revenues do not change overall, this will help smooth out member rate impacts so that year-to-year volatility is reduced.

**10. COMMITTEE REPORTS**

- A. Executive Committee – no meeting held
- B. Finance & Management Committee – Meeting held June 21 and July 19, 2022
- C. Public Affairs Committee – Meeting held July 6, 2022
- D. Special Resource & Management Committee – Meeting held July 14, 2022

**11. NEW BUSINESS**

None.

**12. NEXT REGULAR MEETING**

**Motion by Ms. Birney and second by Mr. Barksdale to cancel the August 24, 2022, Cascade Water Alliance Board meeting. Motion carried unanimously (6-0).**

The next regular Board meeting will be held on September 28, 2022 at 3:30 p.m.

**13. ADJOURN**

The meeting adjourned at 4:47 p.m.

APPROVED BY:



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Penny Sweet, Chair



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Angela Birney, Vice-Chair