



MEETING MINUTES OF THE  
BOARD OF DIRECTORS  
VIA HYBRID MEETING  
SEPTEMBER 28, 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 Bellevue (Barksdale), the City of Kirkland (Sweet), the City of Redmond (Birney), City of Tukwila (Ekberg), Sammamish Plateau Water & Sewer District (Warren), and Skyway Water and Sewer District (Ault)

Board Member Absent: the City of Issaquah (Pauly)

Board Alternate Present: City of Redmond (Anderson), Sammamish Plateau Water & Sewer District (Hooshangi)

**3. PUBLIC COMMENT**

None.

**4. EXECUTIVE SESSION**

None.

**5. APPROVAL OF AGENDA**

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

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

Ray Hoffman, Cascade Chief Executive Officer, 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 July 28, 2022.

B. Motion to authorize the Chief Executive Officer to execute a contract with the highest-rated firm to provide On-Call Value Analysis/Value Engineering Services in an amount not to exceed \$250,000.

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

## **8. OTHER ACTION ITEMS**

A. Motion to adopt Resolution No. 2022-15 adopting the 2023-2024 Cascade Budget

Chris Paulucci, Cascade Finance and Administration Manager, said that Resolution No. 2022-15 adopting the 2023-2024 Cascade Budget is substantially in the form that was presented at the July 2022 Board meeting.

Mr. Paulucci responded to various questions from Committee Members.

**Motion by Ms. Birney and second by Mr. Warren to adopt Resolution No. 2022-15 adopting the 2023-2024 Cascade Budget. Motion carried unanimously (6-0).**

B. Motion to adopt Resolution No. 2022-16 establishing the 2023 and 2024 rates and charges

Mr. Cebron said that Cascade has proposed a recommended 2.2% rate increase per year for 2023 and 2024, which is reflected in the proposed Resolution No. 2022-16.

**Motion by Mr. Ault and second by Ms. Birney to adopt Resolution No. 2022-16 establishing the 2023 and 2024 rates and charges. Motion carried unanimously (6-0).**

C. Motion to adopt Resolution No. 2022-17 establishing the Regional Capital Facilities Charge for 2023 and 2024, at \$7,201 and \$7,454 per CERU respectively

Mr. Cebron said that Cascade staff recommends an increase in the RCFC charge to \$7,201 per CERU in 2023 and to \$7,454 per CERU in 2024. The RCFC charge is based on existing and future infrastructure divided by the customer base. Future water supply infrastructure is the primary reason RCFC rate increases are recommended. RCFC revenue contributes to Cascade's infrastructure capital funding for existing infrastructure and the proposed increases have been factored into the proposed budget biennium budget for 2023 - 2024.

**Motion by Ms. Birney and second by Mr. Warren to adopt Resolution No. 2022-17 establishing the Regional Capital Facilities Charge for 2023 and 2024, at \$7,201 and \$7,454 per CERU respectively. Motion carried unanimously (6-0).**

D. Motion to authorize the Chief Executive Officer (CEO), in consultation with legal counsel, to negotiate, finalize, and execute a lease for office space in Gateway One with an estimated commencement date of April 1, 2023

Mr. Paulucci explained Cascade's current office space lease expires on March 31, 2023. In anticipation of notice-of redevelopment from Cascade's current landlord, staff began the search for a new office in earnest earlier this year. Cascade received the notice in July 2022. Staff has been working with an office lease broker to review potential offices that meet its criteria, and the Gateway One office checks all the boxes. Mr. Paulucci discussed the criteria involved with determining the office location as well as terms negotiated.

**Motion by Ms. Birney and second by Mr. Ault to authorize the Chief Executive Officer (CEO), in consultation with legal counsel, to negotiate, finalize, and execute a lease for office space in Gateway One with an estimated commencement date of April 1, 2023. Motion carried unanimously (6-0).**

## 9. STAFF PRESENTATIONS

### A. Solar Power Update

Mike Brent, Water Resource Manager, said that Cascade successfully completed the solar power project in July. The system is operational and currently producing excess power, which goes into the grid. Mr. Brent noted that Cascade receives credit from Puget Sound Energy for the energy it puts on the grid that can be redeemed in the winter. The remaining task for the project is to train the Veolia crew on operation and maintenance of the system. Mr. Brent said that this training will occur in September.

## 10. COMMITTEE REPORTS

A. Executive Committee – no meeting held.

B. Finance & Management Committee – Meeting held September 20, 2022.

C. Public Affairs Committee – Meeting held September 7, 2022.

D. Resource & Management Committee – Meeting held September 8, 2022.

Mr. Warren noted that the Resource and Management Committee has been evaluating water quality. The findings have been interesting and will focus on making policy decisions. The information will be presented to the Resource & Management Committee at their October Committee meeting with the Board presentation expected in 2023. Chair Sweet suggested that an invitation be extended to the Board for the presentation to the Resource & Management Committee.

## 11. NEW BUSINESS

None.

## 12. NEXT REGULAR MEETING

The next regular Board meeting will be held on October 26, 2022 at 3:30 p.m.

## 13. ADJOURN

The meeting adjourned at 4:29 p.m.

APPROVED BY:



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Penny Sweet, Chair



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Angela Birney, Vice-Chair