



MEETING MINUTES OF THE
BOARD OF DIRECTORS
VIA HYBRID
JANUARY 24, 2024

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: City of Bellevue (Hamilton), City of Kirkland (Sweet), City of Redmond (Birney), City of Tukwila (McLeod), and Skyway Water and Sewer District (Ault)

Board Members Absent: City of Issaquah (Joe), Sammamish Plateau Water & Sewer District (Warren)

Board Alternate Present: City of Bellevue (Stokes), City of Issaquah (Pauly¹), City of Tukwila (Martinez), and Sammamish Plateau Water & Sewer District (Hooshangij)

3. PUBLIC COMMENT

None.

4. APPROVAL OF AGENDA

Motion by Ms. Birney and second by Mr. Ault to approve the meeting agenda as presented. Motion carried unanimously (5-0).

5. CHIEF EXECUTIVE OFFICER'S REPORT

Ray Hoffman, Cascade CEO, reviewed the Chief Executive Officer's Report that was included in the Board Packet. Board Members requested additional information about the turf removal process.

6. CONSENT ITEMS

- A. Board Meeting Minutes for November 15, 2023.
- B. Special Board Meeting Minutes for December 11, 2023.
- C. Special Board Meeting Minutes for January 4, 2024.
- D. Motion to authorize the Chief Executive Officer to execute various 2024 Cascade sponsorship agreements for a combined total not to exceed \$40,000.
- E. Motion to authorize the Chief Executive Officer to conduct a pilot project in 2024 that allows homeowner associations and individual homeowners to utilize Cascade's Aquatic

¹ Joined the Zoom during the executive session.

Plant and Algae Management general permit when they contract directly with the contract applicator used by Cascade to chemically treat Eurasian Milfoil in the Lake Tapps Reservoir.

Motion by Ms. Birney and second by Mr. Ault to approve Consent Action Items A-E as presented. Motion carried unanimously (5-0).

7. OTHER ACTION ITEMS

- A. Motion to authorize the Chief Executive Officer to enter into Amendment No. 8 to the Consulting Agreement with HDR Engineering, Inc., to increase the maximum compensation amount by \$250,000, for a total amount not to exceed \$1,318,000

Mr. Hoffman explained that Cascade entered into a contract with HDR Engineering, Inc. (HDR) in December 2015 for consulting services for the development of the US Army Corps of Engineers' (USACE) Mud Mountain Dam Fish Passage Project (MMD FPP). The MMD FPP is a complex, multi-million-dollar, multi-year project that is composed of three Phases. Phase 1 was the construction of the barrier dam on the left side of the river and is complete, and Phase 2 was construction of the barrier dam on the right side of the river. Phase 3 is the implementation of Cascade's Intake Improvement project and is scheduled to start June 2024 (after a three-year delay).

Because of the magnitude and duration of the MMD FPP, Cascade has purposely phased-in HDR's tasks and budget over time via amendments. The HDR contract was amended in June 2016, December 2016, November 2017, December 2018, May 2019, June 2020, and July of 2021. The maximum compensation amount is currently \$1,068,000. Amendment No. 7 originally was intended to cover engineering support during construction of Phase 3 work, which was initially planned for Fall 2021. However, due to issues with the USACE's new facility, Phase 3 was delayed for three years and is now scheduled to start in June 2024. The delay provided time for Cascade and HDR to review the existing design, incorporate lessons learned from Phase 1 and Phase 2, and incorporate changes to the design, such as redesign of the drainage channel to route the surface water back to White River instead of the flume. This work used up the Amendment No. 7 budget. Proposed Amendment No. 8 will cover HDR's tasks for the entire duration of Phase 3. The main tasks for this Amendment include review, comment and approve contractor submittals, attend construction progress meetings, conduct visits to the project site, resolve design conflicts as needed, assist Cascade on construction change order requests, and interface with construction management consultant.

Mr. Hoffman responded to various questions from Board Members.

Motion by Mr. Ault and second by Ms. Birney to authorize the Chief Executive Officer to enter into Amendment No. 8 to the Consulting Agreement with HDR Engineering, Inc., to increase the maximum compensation amount by \$250,000, for a total amount not to exceed \$1,318,000. Motion carried unanimously (5-0).

8. STAFF PRESENTATIONS

No report.

9. COMMITTEE REPORTS

- A. Executive Committee – No meeting held.
- B. Finance & Management Committee – No meeting held.
- C. Public Affairs Committee – Meeting held January 3, 2024. Meeting recap included in the Board Packet.
- D. Resource & Management Committee – Meeting held January 11, 2024. Meeting recap included in the Board Packet.

10. EXECUTIVE SESSION

- A. To review the performance of a public employee.

At 4:02 p.m., Chair Sweet announced that there would be an executive session to review the performance of a public employee. The executive session was expected to take 20 minutes.

At 4:20 p.m. the executive session adjourned.

Motion by Ms. Birney and second by Mr. Ault to adjust the meeting agenda and include consideration of Resolution 2024-01. Motion carried unanimously (5-0).

Motion by Ms. Birney and second by Mr. Ault to adopt Resolution No. 2024-01, authorizing the Board Chair to take such actions as are necessary to (1) increase CEO's annual salary for 2024 by 9.5111%, effective with back pay from January 1, 2024; and (2) to amend the Employment Agreement with the CEO to provide that the CEO's annual salary shall be adjusted on January 1, each year of the Agreement beginning in 2025, at a rate equal to the cost-of-living adjustment provided to Cascade employees under CWAC 5.05.080(A). The Board may further increase the CEO's annual salary, at its discretion, pursuant to the Employment Agreement. Motion carried unanimously (5-0; with Board Alternate Pauly abstaining from the vote).

11. NEW BUSINESS

None.

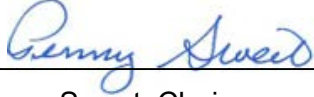
12. NEXT REGULAR MEETING

The next regularly scheduled Board meeting will be held on February 28, 2024 at 3:30 p.m.

13. ADJOURN

The meeting was adjourned at 4:28 p.m.

APPROVED BY:



Penny Sweet, Chair



Angela Birney, Vice-Chair