



MEETING MINUTES OF THE
BOARD OF DIRECTORS
VIA HYBRID
OCTOBER 23, 2024

1. CALL TO ORDER

At 3:34 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 Issaquah (Pauly), City of Kirkland (Sweet), Sammamish Plateau Water & Sewer District (Warren), and Skyway Water and Sewer District (Ault)

Board Members Absent: City of Redmond (Birney), City of Tukwila (McLeod)

Board Alternates Present: City of Redmond (Nuevacamina), City of Tukwila (Martinez), Sammamish Plateau Water & Sewer District (Hooshangi)

3. PUBLIC COMMENT

None.

4. EXECUTIVE SESSION

None.

5. APPROVAL OF AGENDA

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

6. CHIEF EXECUTIVE OFFICER'S REPORT

Ray Hoffman, Cascade CEO, reviewed the Chief Executive Officer's Report that was included in the Board Packet, and responded to questions from Board Members.

7. CONSENT ITEMS

- A. Board Meeting Minutes for September 25, 2024.
- B. Motion to authorize the Chief Executive Officer to execute a contract with Tetra Tech Inc., to provide services in updating Members' risk and resiliency assessments and emergency response plans in an amount not to exceed \$350,000.

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

8. OTHER ACTION ITEMS

- A. Motion to authorize staff to increase the contract budget with Marketplace Events from \$15,000 to \$20,000 for expanded Cascade activities at the 2025 Northwest Flower and Garden Festival.

Michael Brent, Cascade Water Efficiency Manager, said that Cascade was the prime sponsor of “Container Wars,” a high-profile, daily event at the 2024 Northwest Flower and Garden Festival (NWFGF). In January 2024, the Board authorized staff to continue with this sponsorship role at the 2025 NWFGF with a contract budget amount of \$15,000. After planning for the 2025 event began, Cascade staff and event organizers developed a proposal to expand Cascade’s role at the NWFGF. Mr. Brent discussed the additional elements of the sponsorship. These expanded elements will require more involvement and staff time on the part of Marketplace Events, which will require an additional \$5,000 to implement. Pursuant to Resolution 2009-02, any sponsorship over \$1,000 requires Board authorization.

Motion by Mr. Martinez and second by Mr. Warren to authorize staff to increase the contract budget with Marketplace Events from \$15,000 to \$20,000 for expanded Cascade activities at the 2025 Northwest Flower and Garden Festival. Motion carried unanimously (5-0).

9. STAFF PRESENTATIONS

A. Wholesale Contracts Status Update

Ray Hoffman said that two letters were drafted for review by the Public Affairs Committee and the Board: 1) letter from the Board to Seattle Mayor; 2) letter from Cascade CEO to SPU General Manager. In addition, a consultant information session was held regarding the Tacoma-Cascade Pipeline project. Approximately 25 consultants from 14 firms attended the meeting.

B. Lake Tapps Projects Update

Dave Roberts, Cascade’s Contract Administrator, provided a report about the total number of projects completed in 2023 and 2024 with a cost summary, a status report for the 2024 outage, and a look ahead for 2025-2026 anticipated projects for the Lake Tapps Project.

10. COMMITTEE REPORTS

- A. Executive Committee – no meeting held.
- B. Finance & Management Committee – no meeting held.
- C. Public Affairs Committee – no meeting held.
- D. Resource & Management Committee – Meeting held October 10, 2024. The meeting recap was included in the Board Packet.

11. NEW BUSINESS

Mr. Warren said that Sammamish Plateau & Water is dealing with the Master Builders Association and how fixture counts are metered on new housing projects. Ms. Pauly added that there is a gross misunderstanding on how impact fees are calculated, significant education is needed.

12. NEXT REGULAR MEETING

The next regularly scheduled Board meeting will be held on November 20, 2024 at 3:30 p.m.


13. ADJOURN

The meeting was adjourned at 4:34 p.m.

APPROVED BY:



Penny Sweet, Chair



Angela Birney, Vice-Chair