



REGULAR MEETING OF THE BOARD OF DIRECTORS
AGENDA
CASCADE WATER ALLIANCE
Held at Cascade's Office and Via Zoom Meeting
October 25, 2023
3:30 PM

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1. CALL TO ORDER	
2. ROLL CALL	
3. PUBLIC COMMENT	
4. EXECUTIVE SESSION	
5. APPROVAL OF AGENDA	
6. CHIEF EXECUTIVE OFFICER'S REPORT	3
7. CONSENT ITEMS	
a. Board Meeting Minutes for September 27, 2023.	15
8. OTHER ACTION ITEMS	
a. Motion to adopt Resolution No. 2023-13 adopting Cascade's 2024 Legislative and Public Policy Agenda.	18
9. STAFF PRESENTATIONS	
a. Contract Negotiation Briefing Schedule.	26
b. Water Shortage Update – <i>no materials in packet.</i>	
c. Sumner White River Habitat Restoration Project Update – <i>no materials in packet.</i>	
10. COMMITTEE REPORTS	
a. Executive Committee – <i>October 18, 2023.</i>	27
b. Finance and Management Committee – <i>no meeting held.</i>	
c. Public Affairs Committee – <i>October 4, 2023.</i>	28
d. Resource Management Committee – <i>no meeting held.</i>	
11. NEW BUSINESS	

12. NEXT REGULAR MEETING – *November 15, 2023 – Cascade Office or Via Zoom Meeting – 3:30 p.m.*

13. ADJOURN

NOTE: AS ALLOWED BY STATE LAW, THE BOARD OF DIRECTORS MAY ADD AND TAKE ACTION ON ITEMS NOT LISTED ON THE AGENDA.

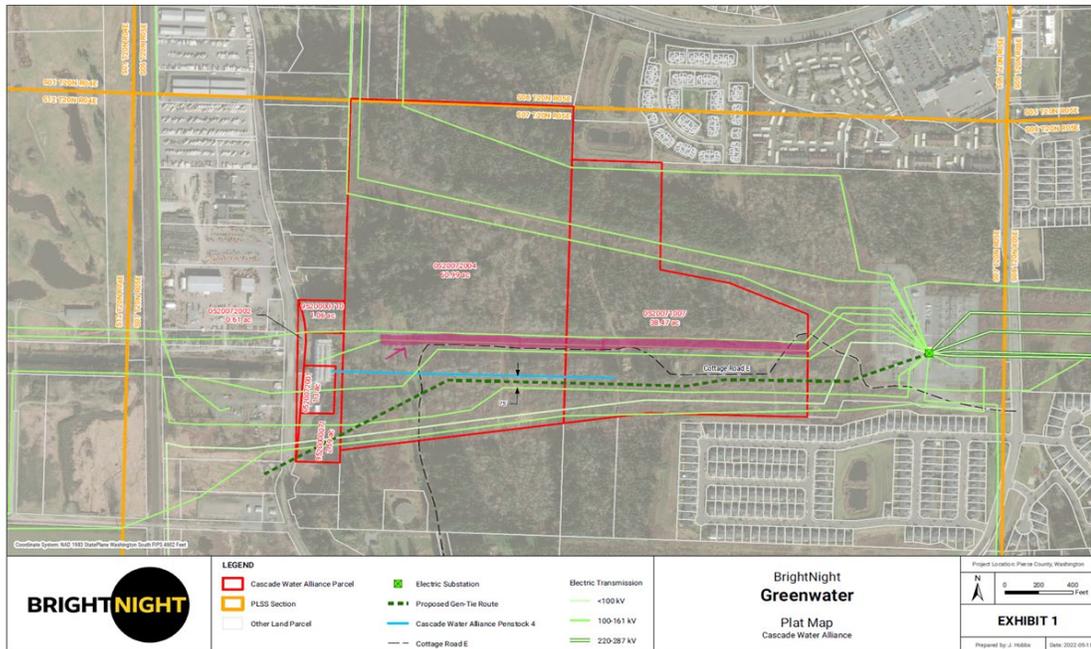


MEMORANDUM

DATE: October 25, 2023
TO: Penny Sweet, Chair
Board of Directors
FROM: Ray Hoffman, Chief Executive Officer
SUBJECT: Chief Executive Officer's Report

Administration, Finance, and Economics

- Ray Hoffman will return from his leave of absence on October 31. The Board and Cascade staff greatly appreciate Chuck Clarke serving as Acting CEO during Ray's absence. Ray plans to have Chuck stay on with Cascade, in a temporary assignment, as lead for the water supply contracts negotiations with Seattle and Tacoma.
- In October, Cascade met with BrightNight. They have requested a shift to the Right-of-Way (ROW) easement Cascade granted them last year. BrightNight would like to utilize PSE's existing deenergized transmission line and associated ROW instead of the easement granted last year. PSE has requested an earlier service date and BrightNight is hoping to have an answer from Cascade soon. Cascade is reviewing BrightNight's plans and intends to provide them with a response this month. If Cascade were to agree to the shift in alignment of the ROW, at a minimum, Cascade would request BrightNight to cover the associated attorney fees. If their project goes forward per the terms of the agreement, upon commencement of construction, Cascade will receive \$1.18 Million.



The image shows the current easement (the dotted green line) and the proposed new ROW corridor highlighted in pink.

- The Association of Washington Cities, the trust that provides Cascade's employee insurance, announced their rates for 2024. The health insurance rates increased by 4.1%, while dental had no increase. Cascade budgeted for an increase of 8% in 2024.
- Cascade met with its information technology (IT) consultant, TeamLogicIT, in October to discuss planned 2024 IT infrastructure improvements and work scheduled for Q4 2023. Fiber will be installed in the Bellevue office later this month and, once a Firewall upgrade is completed in November, Cascade should have highly reliable connectivity for the Bellevue office.
- Regional Capital Facilities Charges (RCFCs) through the first three quarters of the year (737), are on pace (983) to underperform 2022 actual (1,121) and 2023 budget expectations (1,300).
- Clark Nuber, Cascade's outside auditing firm, will conduct a review of the third quarter of Cascade's 2023 financial transactions in November. The results of the review will be reported to the Finance and Management Committee.
- Cascade's Wellness program participated in the Association of Washington Cities Recharge Challenge Campaign this October, encouraging employees to better manage stress, boosting their moods, and providing them with wellness information. The Campaign is part of the wellness committee's ongoing pursuit to meet the Association of Washington Cities Employee Benefits Trust WellCity Award Standard requirements necessary to win the WellCity Award next year.

Capital Projects and Operations

- The Lake Tapps Reservoir level is 541.92' as of October 16. Cascade seeks to maintain an end of summer/early fall lake level above 541' while beginning to adjust for fall rain events to allow for an appropriate flood pocket. Cascade will begin the reservoir drawdown in early November.
- Cascade staff attended a White River Dialogue Group meeting hosted by the City of Sumner and attended by Pierce County, Muckleshoot and Puyallup Indian Tribes and Cascade. Sumner announced that the joint Sumner and Burlington Northern Santa Fe (BNSF) railroad Flood Plain and Railroad Tracks Widening project will no longer be a joint project due to BNSF pulling out of the project. Sumner is planning on a standalone project and will work with all its stakeholders and partners on the redesign and revision of impacted agreements. Cascade is in the beginning stages of active conversation with Sumner on the impacts of the redesign and associated real estate transactions and agreements.
- After receiving comments from Cascade and others, the City of Buckley issued a modified, Mitigated Determination of Non-Significance (MDNS) on the Hinkleman Stormwater Pond and associated developments that drain into the pond. Following the issuance of the modified MDNS, developers commented on a condition included by Buckley at the request of Cascade to require the developer to enter into a maintenance agreement with Cascade. The developer commented on the ability to implement the condition and is seeking clarification. Cascade staff and legal staff are working with the developer and its legal counsel on a maintenance agreement to resolve this issue.
- Cascade has experienced an increase in trespassing activities around Cascade-owned parcels along the White River-Lake Tapps Project. Cascade and Veolia are working diligently to resolve these issues.
- Cascade has issued a notice-to-proceed to replace the Valve House Hydraulic Power Unit and final construction is expected to be completed in approximately six months due to a long lead time for the equipment.

- Cascade staff are evaluating alternatives to increase automated control of water diversion at the headgate without local operations as part of Phase 3 of Cascade's Headworks Intake Modifications project.
- The fish screen has several pieces of mechanical and electrical equipment that demonstrated signs of impending failure or have failed. Cascade is working with its consultant, RH2, to investigate and come up with a repair/replacement plan.
- Following a successful emergency operations tabletop exercise with regional partners on a simulated Lake Tapps Reservoir dike failure, Cascade staff are developing a list of recommendations to increase Cascade's operational response and emergency management capability in the event of a dike failure.

Water Efficiency

- Cascade provided 500 water bottles for students at Issaquah High School (IHS) who took a pledge to avoid single-use plastic water bottles. The bottles were distributed at school and at IHS's homecoming on September 22.
- Cascade began its fall series of Cascade Gardener with an in-person class at Bellevue Nursery and a garden walking tour at Gully Gardens in Tukwila. Several more classes and events are planned for September and October.
- Cascade and Tilth Alliance completed a rainwater harvesting / rain garden project at Emerson High School in Kirkland.
- Planning is underway for Cascade to be the prime sponsor of the 2024 Northwest Flower and Garden Show.
- Cascade and Kirkland are providing a Trees and Grass workshop on October 22.
- Cascade's partner, Sustainability Ambassadors, have created or added to several curriculum units and impact projects on topics such as Shorter Shower Data Stories, The Great American Lawn, Economics of Water, and Trees are Cool.
- Cascade had a very busy station at the Issaquah Salmon Days festival and debuted its redesigned Water Wall, which asks residents to write why water is important and how they conserve in several languages.
- Cascade continues to post content on its We Need Water platforms on the regional water shortage, irrigation efficiency, member activities, podcasts, and more.

Intergovernmental and Communications

- Board members, alternates, and member staff were asked to provide feedback on Cascade's intergovernmental, communications, and outreach programs and plans for 2024 through a member survey. Results were incorporated into a 2024 Intergovernmental, Communications and Outreach Plan that was supported by the Public Affairs Committee in October.
- Seattle Public Utilities (SPU) activated the voluntary stage of its Water Shortage Contingency Plan on September 21. In support of SPU's efforts, Cascade and its members then activated their Water Shortage Management Plans at the voluntary stage. SPU has reported that water consumption has dropped from an average of 149 mgd on September 18 to 109 mgd on October 16. Despite the recent rain, SPU continues to ask for voluntary use reductions because their reservoir levels remain low and have not been replenished after the extremely dry summer. Cascade and its members continue to message the need for saving water until sustained rainfall returns.

Planning

- Cascade expects to receive final water supply contract proposals from both Tacoma and Seattle later this month. In anticipation of that, Cascade staff plan to present both proposals to the Board at its November 15 meeting. This will be followed by another “deep dive” session on November 16 to review the proposals in greater detail.
- The contract with Herrera Environmental Consultants to develop a Water Quality Management Plan has been signed. The consultant’s first task is to create high-level qualitative forecasts of future phosphorus loadings associated with planned and anticipated changes within the Lake Tapps watershed.
- The climate change impacts analysis project continues to make progress. To date, the consultants have produced streamflow impacts data from the glacial melt model and about half of the down-scaled climate scenarios. This month the consultant will begin to input the streamflow impacts data into the Lake Tapps System Model to predict specific climate change impacts on the White River-Lake Tapps system. This includes meteorological impacts (e.g. changes in precipitation), hydrologic impacts (i.e. changes in streamflow characteristics), and safe yield and other water system metrics.

Attachments

1. Budget to Actual Expenditure Report through September 30, 2023.
2. Statement of Revenues and Expenditures through September 30, 2023.
3. Statement of Net Position as of September 30, 2023.
4. Contract Status Summary.
5. Monthly Warrants Listing.
6. Monthly Treasurer’s Report as of September 30, 2023.

Cascade Water Alliance
 Budget to Actual Expenditure Report
 January 1- September 30, 2023
 75% of the year completed

Administration	Budget	Actual	Balance	% Expended
Salaries	\$ 1,237,002	\$ 1,055,801	181,201	85.4%
Benefits	\$ 339,460	279,569	59,891	82.4%
Wellness program	5,000	105	4,895	2.1%
Prof. Fee (Technical)	260,000	100,201	159,799	38.5%
Prof. Fee (Legal)	645,000	385,257	259,743	59.7%
Prof. Fee (Audit)	84,500	68,100	16,400	80.6%
Prof. Fee (Other)	55,000	54,496	504	99.1%
Seismic Resiliency	100,000	0	100,000	0.0%
Meetings Expense	11,000	8,534	2,466	77.6%
Telephone/Internet	45,000	27,829	17,171	61.8%
Office Rent	430,152	61,655	368,497	14.3%
Office Supplies Admin.	15,000	9,765	5,235	65.1%
Equip. and Furniture	135,000	134,196	804	99.4%
Bank Fees	600	200	400	33.3%
Dues & Subscriptions	25,000	16,010	8,990	64.0%
Taxes/Licenses	15,000	6,831	8,169	45.5%
Travel	10,000	6,891	3,109	68.9%
Professional Dev.	10,000	7,708	2,292	77.1%
Computer Equipment	15,000	11,913	3,087	79.4%
Software Licenses	45,000	35,476	9,524	78.8%
Postage & Delivery	3,000	711	2,289	23.7%
Printing & Repro.	5,000	1,536	3,464	30.7%
Insurance	150,900	134,007	16,893	88.8%
Contingency	142,000	0	142,000	0.0%
Total	\$ 3,783,614	\$ 2,406,790	\$ 1,376,824	63.6%

Debt Service	Budget	Actual	Balance	% Expended
Bond Debt Service	9,199,941	8,798,441	401,500	95.6%
Total	\$ 9,199,941	\$ 8,798,441	\$ 401,500	95.6%

Conservation	Budget	Actual	Balance	% Expended
Salaries	\$ 138,910	\$ 76,386	\$ 62,524	55.0%
Benefits	34,705	20,468	14,237	59.0%
Prof. Fee (Technical)	35,000	16,559	18,441	47.3%
Prof. Fee (Legal)	75,000	0	75,000	0.0%
Dues & Subscriptions	20,000	709	19,291	3.5%
Rebate Reimb. Com.	75,000	47,951	27,049	63.9%
Irrigation Audit	25,000	1,936	23,064	7.7%
Comm. and Public I	312,500	279,052	33,448	89.3%
Misc. Serv. and Sup.	82,000	29,995	52,005	36.6%
Total	\$ 798,115	\$ 473,055	\$ 325,060	59.3%

Com. and Intergovern	Budget	Actual	Balance	% Expended
Salaries	\$ 140,746	\$ 118,158	\$ 22,588	84.0%
Benefits	\$ 31,009	30,859	150	99.5%
Prof. Fee (Technical)	13,500	12,660	840	93.8%
Prof. Fee (Other)	165,000	127,760	37,240	77.4%
Sponsorships	30,000	13,600	16,400	45.3%
Comm. and Public I	260,000	100,021	159,979	38.5%
Total	\$ 640,255	\$ 403,058	\$ 237,197	63.0%

Operations-General	Budget	Actual	Balance	% Expended
Wholesale Water	\$ 23,969,287	\$ 19,415,120	\$ 4,554,167	81.0%
Salaries	50,542	37,627	12,915	74.4%
Benefits	10,336	9,946	389	96.2%
BIP O&M	80,000	79,096	904	98.9%
Pipeline Prop. O&M	83,000	82,133	867	99.0%

Cascade Water Alliance
Statement of Revenues and Expenditures
From 1/1/2023 Through 9/30/2023

Attachment 2

Operating Revenue	
Water sales	\$ 32,385,360
Administrative dues	3,776,170
Conservation program	642,826
Total Operating Revenue	36,804,356
Operating Expenses	
Cost of water sold	19,415,120
Salaries and benefits	2,232,424
Professional services	1,153,128
Conservation program	49,887
Depreciation and amortization	3,022,562
Communication and public information	373,511
Office expenses	457,307
Operations	1,959,016
Bank charges	200
Rent	61,655
Maintenance	368,796
Dues and subscriptions	22,188
Miscellaneous	40,747
Total Operating Expenses	29,156,541
Operating Income	7,647,815
Non-Operating Revenue (Expenses)	
Interest income	1,062,407
Other income	37,324
Interest expense, net of amount capitalized	(1,981,041)
Total Non-Operating Revenue (Expenses)	(881,310)
Capital Contributions	
Regional Capital Facilities Charges	3,649,113
Increase in Net Assets	10,415,617
Net Assets, Beginning of Year	136,694,238
Net Assets, End of Year	\$ 147,109,855

Cascade Water Alliance
Statement of Net Position
As of 9/30/2023

Attachment 3

Assets	
Current Assets	
Cash and cash equivalents	\$ 34,772,443
Accounts receivable	6,684,526
Prepaid expenses	2,464,603
Total Current Assets	43,921,572
Capital Assets	
Equipment and furniture	2,286,448
Seattle water contract	22,267,611
Bellevue Issaquah pipeline	22,276,944
Tacoma water contract	119,740,687
Less accumulated depreciation and amortization	(61,129,920)
Total Capital Assets	105,441,770
Projects in process and assets not yet in service	
Lake Tapps	105,954,205
Tacoma Cascade pipeline	26,539,385
Total Projects in process and assets not yet in service	132,493,590
Restricted cash and cash equivalents	17,604,694
Total Assets	299,461,626
Liabilities	
Current liabilities	
Payables and accrued liabilities	3,280,200
Retroactive water credit	466,681
Accrued interest	342,568
Long-term debt current portion	
Bonds Payable-Current Portion	8,210,000
Other	39,474
Total Long-term debt current portion	8,249,474
Total Current liabilities	12,338,923
Long-term Liabilities	
Long-term debt	77,624,474
Tacoma contract	53,897,110
Seattle contract	5,000,000
Bond premium, net of amortization	3,290,459
Total Long-term Liabilities	139,812,044
Total Liabilities	152,150,967
Net Assets	
Restricted for debt service	103,953,371
Unrestricted	43,357,288
Total Net Assets	147,310,659
Total Liabilities & Net Assets	\$ 299,461,626

Consultant and Other Vendor Contract Status Summary

Attachment 4

Open contracts											
Vendor	Contract number	Contract title	Cascade manager	Effective date	End date	Status date	Percent work completed	Contract amount, including	Amount invoiced	Percent invoiced	Contract balance
Aspect	1	Water Supply Modeling	R. Hoffman	5/6/2020	N/A	10/12/2023	60%	\$ 24,900	\$ 14,888	60%	\$ 10,012
Aspect	2	Water Resources Services	R. Hoffman	8/17/2018	N/A	10/12/2023	98%	\$ 60,000	\$ 58,251	97%	\$ 1,749
Aspect	3	Climate Change Analysis	R. Hoffman	9/7/2022	12/31/2024	10/12/2023	8%	\$ 150,000	\$ 7,878	5%	\$ 142,122
Ben Bernstein Music	1	Podcast production	M. Brent	12/20/2022	12/31/2023	10/12/2023	30%	\$ 5,000	\$ 1,450	29%	\$ 3,550
BHC Consulting	1	Planning & Permit Assistance	T. Richmond	4/24/2023	12/31/2023	10/12/2023	10%	\$ 25,000	\$ 2,490	10%	\$ 22,510
Brilliant Marketing	1	We Need Water Strategy Planning	M. Brent	11/4/2022	12/31/2023	10/12/2023	65%	\$ 49,500	\$ 31,451	64%	\$ 18,049
Clark Nuber	1	Annual Financial Audit and Quarterly AUPs	R. Hoffman	1/1/2023	N/A	10/12/2023	92%	\$ 82,900	\$ 68,100	82%	\$ 14,800
Colehour and Cohen	1	Staffing for classes and events	M. Brent	1/1/2023	12/31/2023	10/12/2023	70%	\$ 98,000	\$ 68,861	70%	\$ 29,139
David Evans	1	On-call Land Surveyor	H. Chen	11/18/2022	12/31/2025	10/12/2023	25%	\$ 160,000	\$ 36,010	23%	\$ 123,990
David McGrath	1	Irrigation Efficiency Assistance	M. Brent	12/21/2022	12/31/2023	10/12/2023	7%	\$ 30,000	\$ 1,936	6%	\$ 28,064
Environmental Science Assoc (ESA)	1	Aquatic Plant Management	H. Chen	11/17/2022	12/31/2023	10/12/2023	90%	\$ 35,000	\$ 31,991	91%	\$ 3,009
GeoEngineers Inc.	1	Dam Engineering/Hydrology/Geotech	H. Chen	1/1/2023	12/31/2023	10/12/2023	35%	\$ 170,000	\$ 56,189	33%	\$ 113,811
Gordon Thomas Honeywell	1	State legislative outreach	A. Bennett	1/1/2023	12/31/2023	10/12/2023	75%	\$ 84,000	\$ 63,000	75%	\$ 21,000
Herrera	1	On-call limnology services	M. Thung	12/1/2022	12/31/2025	10/12/2023	5%	\$ 45,000	\$ -	0%	\$ -
Herrera	2	Water Quality Management Plan	M. Thung	10/9/2023	12/31/2024	10/12/2023	5%	\$ 165,000	\$ -	0%	\$ 165,000
HDR	1	MMD Fish Passage Design Review	H. Chen	12/1/2015	N/A	10/12/2023	99%	\$ 1,041,100	\$ 1,040,562	100%	\$ 538
HDR	2	Conservation Plan Potential Assessment	M. Brent	5/21/2021	N/A	10/12/2023	99%	\$ 18,900	\$ 18,870	100%	\$ 30
Industrial Fab and Repair	1	Valve house control system improvements	D. Roberts	8/28/2023	5/3/2024	10/12/2023	5%	\$ 88,118	\$ -	0%	\$ 88,118
Jacobs Engineering Group	1	Demand Forecast Model Support Services	M. Thung	8/20/2021	N/A	10/12/2023	5%	\$ 5,000	\$ -	0%	\$ 5,000
Jennergy	1	Website assistance	A. Bennett	1/1/2023	12/31/2023	10/12/2023	35%	\$ 36,500	\$ 12,660	35%	\$ 23,840
Johansen Excavating	1	Emergency Headgate Repair	H. Chen	5/5/2021	N/A	10/12/2023	95%	\$ 100,947	\$ 92,358	91%	\$ 8,589
Johansen Excavating	2	Flowline Outage Maintenance	J. Shimada	8/12/2021	N/A	10/12/2023	98%	\$ 540,000	\$ 387,899	72%	\$ 152,101
Johansen Excavating	5	Headgate actuator repair	J. Shimada	1/2/2023	3/31/2023	10/12/2023	100%	\$ 42,455	\$ 42,455	100%	\$ -
Johansen Excavating	4	Plunge Pool retaining wall	J. Shimada	7/2/2022	N/A	10/12/2023	98%	\$ 576,750	\$ 558,515	97%	\$ 18,235
Johansen Excavating	5	2022 Powerhouse overhead door	J. Shimada	7/22/2022	N/A	10/12/2023	100%	\$ 13,610	\$ 13,610	100%	\$ -
Johansen Excavating	6	Rock Bollards Relocation	M. Thung	7/24/2023	8/31/2023	10/12/2023	100%	\$ 3,500	\$ -	0%	\$ 3,500
John Labadie	1	EAP Tabletop Exercise Facilitation	M. Thung	7/23/2023	12/31/2023	10/12/2023	80%	\$ 5,000	\$ 3,900	78%	\$ 1,100
Langton Spieth	1	Community relations	A. Bennett	1/1/2023	12/31/2023	10/12/2023	75%	\$ 78,000	\$ 58,500	75%	\$ 19,500
Long Building Tech	1	Security Maintenance	H. Chen	6/1/2023	12/31/2024	10/12/2023	5%	\$ 120,000	\$ -	0%	\$ 120,000
Media for International Development	1	WeNeedWater Video Production	A. Bennett	1/1/2023	12/31/2023	10/12/2023	30%	\$ 35,000	\$ 9,500	27%	\$ 25,500
Nature Vision	1	Classroom Water Education	M. Brent	1/1/2023	12/31/2023	10/12/2023	75%	\$ 100,000	\$ 74,891	75%	\$ 25,109
Okamoto Strategies, LLC	1	Capital Projects and Strategic Planning	H. Chen	6/21/2023	6/21/2024	10/12/2023	10%	\$ 25,000	\$ 1,856	7%	\$ 23,144
Pacifica Law	1	Legal Assistance	H. Chen	1/1/2023	12/31/2023	10/12/2023	8%	\$ 25,000	\$ -	0%	\$ 25,000
Parametrix	1	On Call Civ/Mech/Structural Eng	H. Chen	1/1/2023	12/31/2025	10/12/2023	20%	\$ 550,000	\$ 93,229	17%	\$ 456,771
Performance Dimensions	2	Executive Coaching Services	M. Thung	3/14/2022	12/31/2023	10/12/2023	70%	\$ 15,000	\$ 7,875	53%	\$ 7,125
Puget Sound Energy	1	Water Efficiency Rebates	M. Brent	1/1/2023	12/31/2023	10/12/2023	95%	\$ 50,000	\$ 47,951	96%	\$ 2,049
RH2	2	On-Call Electrical Engineering Svcs	H. Chen	1/1/2023	12/31/2023	10/12/2023	50%	\$ 125,000	\$ 48,403	39%	\$ 76,597
RH2	1	Security and SCADA	H. Chen	1/16/2020	N/A	10/12/2023	99%	\$ 494,807	\$ 494,795	100%	\$ 12
RH2	3	Wholesale Master Meter Eval	H. Chen	1/21/2020	3/31/2023	10/12/2023	8%	\$ 24,500	\$ 1,342	5%	\$ 23,158
Robinson Noble	1	Water Audits	E. Cebron	10/3/2019	N/A	10/12/2023	85%	\$ 135,060	\$ 114,849	85%	\$ 20,211
Ryatt Construction	1	Ford Property Demolition	C. Paulucci	5/25/2023	8/31/2023	10/12/2023	100%	\$ 70,000	\$ 69,936	100%	\$ 64
Sammamish Plateau Water	1	GIS support services	H. Chen	12/6/2022	N/A	10/12/2023	15%	\$ 50,000	\$ 7,980	16%	\$ 42,020
Sazan	1	On-call value analysis/engineering	J. Shimada	10/23/2023	10/23/2025	10/12/2023	30%	\$ 250,000	\$ 73,371	29%	\$ 176,629
SC Words & Pictures Inc.	1	Design Services	A. Bennett	1/1/2023	12/31/2023	10/12/2023	30%	\$ 24,000	\$ 7,000	29%	\$ 17,000

Vendor	Contract number	Contract title	Cascade manager	Effective date	End date	Status date	Percent work completed	Contract amount, including	Amount invoiced	Percent invoiced	Contract balance
Seattle Public Utilities	1	Garden Hotline	M. Brent	1/1/2023	12/31/2023	10/12/2023	67%	\$ 15,000	\$ 7,500	50%	\$ 7,500
SMC Consulting	1	Water Efficiency Consultant	M. Brent	1/1/2023	12/31/2023	10/12/2023	75%	\$ 24,500	\$ 15,109	62%	\$ 9,391
Sustainable Water	1	Teacher Fellows program	M. Brent	1/1/2023	12/31/2023	10/12/2023	50%	\$ 60,000	\$ 26,764	45%	\$ 33,236
Tacoma Pierce County HD	1	Tappswise monitoring at Lake Tapps	A. Bennett	1/1/2023	12/31/2023	10/12/2023	65%	\$ 120,000	\$ 76,274	64%	\$ 43,726
TeamLogic IT	1	Info Technology Consulting	C. Paulucci	1/1/2023	12/31/2023	10/12/2023	70%	\$ 136,275	\$ 94,107	69%	\$ 42,168
TechniArt	1	Website Orders	M. Brent	1/1/2023	12/31/2023	10/12/2023	65%	\$ 15,900	\$ 9,785	62%	\$ 6,115
Tilth Association	1	Garden Water Efficiency	M. Brent	1/1/2023	12/31/2023	10/12/2023	80%	\$ 24,500	\$ 19,240	79%	\$ 5,260
Upstream PBC	1	HydroForecast-Glacier Climate Change Analysis	M. Thung	11/1/2022	N/A	10/12/2023	50%	\$ 49,900	\$ 40,000	80%	\$ 9,900
Upstream PBC	2	HydroForecast Subscription Service	M. Thung	8/9/2023	10/31/2024	10/12/2023	5%	\$ 24,000	\$ -	0%	\$ 24,000
USGS	1	Joint Funding Agre-Streamgaging	H. Chen	1/1/2023	12/31/2023	10/12/2023	75%	\$ 323,468	\$ 323,468	100%	\$ -
Transpo Group	1	GIS Program Technical Support	J. Shimada	2/3/2022	7/31/2023	10/12/2023	95%	\$ 49,000	\$ 40,023	82%	\$ 8,978
Vanir Construction Management, Inc.	1	On-call Construction Management	J. Shimada	5/1/2021	12/31/2024	10/12/2023	50%	\$ 560,000	\$ 170,595	30%	\$ 389,405
VanNess Feldman	1	General Counsel	R. Hoffman	1/1/2023	12/31/2023	10/12/2023	65%	\$ 600,000	\$ 382,084	64%	\$ 217,916
Veolia	1	White River-Lake Tapps Reservoir Project Operations and Maintenance Agreement \$2,133,533 Fixed, \$364,632 Var	J. Shimada	1/1/2023	12/31/2023	10/12/2023	67%	\$ 2,508,165	\$ 1,517,363	60%	\$ 990,802
Water Value	1	Climate Study Advisory Services	M. Thung	6/16/2022	12/31/2023	10/12/2023	35%	\$ 22,500	\$ 7,340	33%	\$ 15,161
Winterbauer and Diamond	1	Legal Assistance	R. Hoffman	1/1/2023	12/31/2023	10/12/2023	17%	\$ 20,000	\$ 2,139	11%	\$ 17,861

Closed Contracts

Vendor	Closed contract number	Contract title	Cascade manager	Effective Date	End date	Status date	Percent work completed	Contract amount, including amendments	Amount invoiced	Percent invoiced	Contract balance
A Advanced Septic	1	Relief house septic system services	J. Shimada	1/11/2023	N/A	10/12/2023	100%	\$ 3,739	\$ 3,739	60%	\$ 1,500
Aquatechnex	1	Aquatic Plant Maintenance Program	J. Shimada	3/1/2023	12/31/2023	10/12/2023	100%	\$ 150,000	\$ 149,973	100%	\$ 27
Artisan Electric	1	Powerhouse Solar Energy Project	M. Brent	10/1/2021	12/31/2022	10/12/2023	100%	\$ 273,000	\$ 236,184	87%	\$ 36,816
Catalyst Workspace Activation	1	Bellevue Office Audio/Visual Installation	C. Paulucci	5/19/2023	N/A	10/12/2023	100%	\$ 49,901	\$ 49,901	100%	\$ -
Lake Tapps Construction	1	Rodent Odor Mitigation	J. Shimada	5/25/2022	3/31/2023	10/12/2023	100%	\$ 26,843	\$ 26,111	97%	\$ 732
Long Building Tech	1	Security Maintenance	H. Chen	8/12/2019	10/31/2022	10/12/2023	100%	\$ 55,000	\$ 46,509	85%	\$ 8,491
Source Electric LLC	1	SCADA Improvements Project	H. Chen	5/1/2021	2/1/2022	10/12/2023	100%	\$ 809,122	\$ 809,122	100%	\$ -

Payment Authorization Warrants and Wire Transfers 10/25/23

Attachment 5

WHOLESALE WATER

WIRE	Seattle Contract Payment 10/23	\$1,677,850.00
		<u>\$1,677,850.00</u>

CONSULTANTS

31078	Aspect Consulting	\$1,041.50
31084	RH2 Engineering, Inc.	\$2,607.49
31085	Sammamish Plateau Water & Sewer Distri	\$536.03
31094	David Evans and Associates Inc.	\$2,142.60
31098	Inslee, Best, Doezie & Ryder	\$423.00
31099	John R. Labadie	\$3,900.00
31100	Parametrix	\$12,358.50
31101	Robinson Noble	\$1,988.10
31102	Sazan Environmental Services	\$8,108.75
31104	Tacoma Pierce County Health Department	\$7,312.96
31105	Vanir Construction Management Inc.	\$162.00
31106	Van Ness Feldman, LLP	\$36,365.00
31114	David Evans and Associates Inc.	\$67.50
31115	Gordon Thomas Honeywell Govern. Affair	\$7,000.00
31116	John R. Labadie	\$2,400.00
31118	Langton/Spieth	\$6,500.00
31125	Aspect Consulting	\$1,764.00
31133	Sammamish Plateau Water & Sewer Distri	\$665.00
31135	TeamLogic IT of Bellevue, WA	\$13,908.35
31136	Transpo Group	\$5,031.25
31138	Van Ness Feldman, LLP	\$25,233.50
		<u>\$139,515.53</u>

SALARY, BENEFITS AND EXPENSE REIMBURSEMENTS

	Payroll (September)	\$152,816.16
31079	AWC Employee Benefit Trust	\$22,134.71
31088	MissionSquare-107080	\$42,830.79
31089	MissionSquare-304525	\$22,524.75
31096	Paula Anderson	\$312.12
31097	HRA VEBA Trust	\$1,372.00
		<u>\$241,990.53</u>

CONSERVATION

31081	Colehour and Cohen	\$9,989.72
31086	Techniart C S D	\$433.79
31103	SMC Consulting LLC	\$2,337.50
31109	BRILLIANT MARKETING LLC	\$2,702.50
31119	Nature Vision, Inc.	\$2,787.24
31128	Colehour and Cohen	\$10,459.90
31131	Makarios Communications	\$500.00
31134	Tilth Alliance	\$10,341.63
		<u>\$39,552.28</u>

GENERAL

31080	Bellevue Gateway One Equities, LLC	\$8,127.48
31082	Lakemont Business Services Inc.	\$240.00
31083	Pacific Office Automation	\$281.52
31087	Washington State Department of Rev	\$459.15
31090	Bellevue Gateway One Equities, LLC	\$1,334.96
31091	CIT	\$2,187.84
31092	Comcast	\$536.64
31108	Bellevue Gateway One Equities, LLC	\$8,127.48
31112	CLEARFLY	\$543.11
31113	Covington Water District	\$93.00
31117	King County Treasury	\$5,050.06
31121	Puget Sound Regional Council	\$748.00
31124	Verizon Wireless	\$135.03
31127	CIT	\$2,326.94
31129	Daily Journal of Commerce	\$140.25
31137	U.S. BANK	\$3,894.10
		<u>\$34,225.56</u>

EQUIPMENT, COMPUTER, AND SOFTWARE

31077	Abila	\$272.67
		<u>\$272.67</u>

CONSTRUCTION

31122	Ryatt Construction, LLC	\$6,433.83
		<u>\$6,433.83</u>

LAKE TAPPS

31093	Corliss Resources	\$495.98
31095	US Geological Survey (USGS)	\$107,822.66
31107	Veolia Water North America	\$355,588.84
31110	Certified Hydraulics	\$9,249.04
31111	Cintas Corporation	\$137.97
31120	Puget Sound Energy	\$88.45
31123	Veolia Water North America	\$195,057.33
31126	Cintas Corporation	\$7.83
31130	Environmental Science Associates (E	\$4,376.75
31132	Robblee's Total Security, Inc.	\$425.41
		<u>\$673,250.26</u>

DESTROYED AND VOIDED CHECKS:

31099		
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Total Warrants	\$1,135,240.66
Total Wires	\$1,677,850.00
Total warrants/wire transfers authorized for October 2023	<u>\$2,813,090.66</u>

Approved: _____ Date: _____

Edward Cebron, Chief Economist/Treasurer

Approved: _____ Date: _____

Allan Ekberg, Secretary/Treasurer

**Cascade Water Alliance
Monthly Treasurer's Report
September 2023**

	Operating Fund	Construction Fund	Bond Fund	RCFC Fund	Water Supply Development Fund	Rate Stabilization Fund	US Bank Payroll Account	All Funds
Beginning Balances, September 1	\$ 20,496,347	\$ 9,331,214	\$ 12,864,529	\$ -	\$ 10,767,422	\$ 2,193,205	\$ -	\$ 55,652,717
Additions:								
Cash received	\$ 6,052,904	\$ 26,703	\$ 16,277	\$ -	\$ 11,393	\$ 6,276	\$ -	\$ 6,113,552
Transfers from other Cascade funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 154,385	\$ 154,385
Total additions	\$ 6,052,904	\$ 26,703	\$ 16,277	\$ -	\$ 11,393	\$ 6,276	\$ 154,385	\$ 6,267,938
Subtractions:								
Bank fees, payroll, and bond payments	\$ 1,410	\$ 559	\$ 3,660,917	\$ -	\$ 774	\$ 131	\$ 154,385	\$ 3,818,178
Warrants paid	\$ 470,019	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 470,019
Wire and other electronic payments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
King Co. Investment Pool impairment (realized)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
King Co. Investment Pool impairment (retained)	\$ (57)	\$ (48)	\$ (26)	\$ -	\$ -	\$ (7)	\$ -	\$ (139)
Transfers to other Cascade funds	\$ 154,385	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 154,385
Total subtractions	\$ 625,757	\$ 511	\$ 3,660,891	\$ -	\$ 774	\$ 124	\$ 154,385	\$ 4,442,443
Ending Balances, September 30, 2023	\$ 25,923,494	\$ 9,357,406	\$ 9,219,914	\$ -	\$ 10,778,041	\$ 2,199,357	\$ -	\$ 57,478,212



MEETING MINUTES OF THE
BOARD OF DIRECTORS
VIA HYBRID
SEPTEMBER 27, 2023

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 (Barksdale), City of Issaquah (Joe), City of Kirkland (Sweet), 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 Alternates 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

Chuck Clarke, Cascade Acting CEO, reviewed the Chief Executive Officer's Report that was included in the Board Packet.

7. CONSENT ITEMS

A. Board Meeting Minutes for July 26, 2023.

B. Motion to authorize the Chief Executive Officer to execute a contract with Herrera Environmental Consultants, Inc. to develop a Water Quality Management Plan in an amount not to exceed \$165,000.

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

8. OTHER ACTION ITEM

- A. Motion to adopt Resolution No. 2023-12 authorizing Cascade’s Acting Chief Executive Officer to continue activation of the Cascade Shortage Management Plan at the Voluntary stage of curtailment, to take additional action, in consultation with the Water Shortage Management Committee, pursuant to the Cascade Shortage Management Plan, and to report on such action at the next Board meeting following such action.

Mr. Clark said that the Board adopted the revised Cascade Water Alliance Shortage Management Plan (“Cascade SMP”/Resolution 2016-18), which is now Appendix A of the 2019 Transmission and Supply Plan (“TSP”) Extension.

Seattle Public Utilities (“SPU”) supplies Cascade with water supply under the 2013 2nd Amended and Restated Declining Block Water Supply Agreement Between the City of Seattle and Cascade Water Alliance (“Block Contract”). Both the TSP and the Cascade SMP address coordination with SPU during water shortages. The Cascade SMP provides in part: “When SPU activates its Water Shortage Contingency Plan, the Cascade CEO may activate the SMP and determine the appropriate stage of curtailment, and at its next meeting, the Cascade Board will take action to end or continue activation at the appropriate stage of curtailment.”

Mr. Clark discussed the four water shortage stages of the Cascade SMP. On September 8, 2023, SPU activated the Advisory (planning only) stage of its Water Shortage Contingency Plan. On September 21, 2023, SPU moved to the second level, or Voluntary stage, of curtailment. Neither the Block Contract nor the Cascade SMP requires Cascade to activate the Cascade SMP or to take action based on SPU’s actions. However, declining to take similar action may promote confusion within the region and erode Cascade’s and SPU’s partnership.

On September 21, 2023, Mr. Clark activated the Cascade SMP at the Voluntary stage of curtailment. Pursuant to the SMP. He also designated a Water Shortage Management Committee consisting of Cascade staff and Member staff to advise on implementation of the SMP for the duration of the water shortage.

Motion by Mr. Warren and second by Ms. Birney to adopt Resolution No. 2023-12 authorizing Cascade’s Acting Chief Executive Officer to continue activation of the Cascade Shortage Management Plan at the Voluntary stage of curtailment, to take additional action, in consultation with the Water Shortage Management Committee, pursuant to the Cascade Shortage Management Plan, and to report on such action at the next Board meeting following such action. Motion carried unanimously (6-0).

9. STAFF PRESENTATIONS

- A. Seattle and Tacoma Contract Negotiations Status Update.

Mr. Clarke provided an update on the recent contract negotiations with Seattle and Tacoma. Tacoma is developing another proposal for Cascade to consider; Seattle expressed interest in a markedly different option. Updates will be provided as needed.

10. COMMITTEE REPORTS

- A. Executive Committee – No Meetings Held.
- B. Finance & Management Committee – Meeting held September 19, 2023. Meeting recap included in the Board Packet.
- C. Public Affairs Committee – Meeting held September 6, 2023. Meeting recap included in the Board Packet.
- D. Resource & Management Committee – Meeting held September 14, 2023. Meeting recap included in the Board Packet.

11. NEW BUSINESS

None.

12. NEXT REGULAR MEETING

Chair Sweet announced that the next regular Board meeting will be held on October 25, 2023 at 3:30 p.m.

13. ADJOURN

The meeting was adjourned at 4:13 p.m.

APPROVED BY:

Penny Sweet, Chair

Angela Birney, Vice-Chair

AGENDA MEMORANDUM

SUBJECT

Motion to adopt Resolution No. 2023-13 adopting Cascade's 2024 Legislative and Public Policy Agenda.

BACKGROUND

Each year, Cascade develops a legislative and public policy agenda to guide its activities at the federal, state, and municipal levels of government in order to further Cascade's and its members' interests. This agenda builds on Cascade's existing relationships with legislators, agency staff, state and national water industry organizations, and other partners in order to advance key interests as well as track and respond to issues as they arise during the year.

The 2024 Legislative and Public Policy Agenda (attached) is similar to Cascade's 2023 agenda and continues to focus on affordability, PFAS (per- and polyfluoroalkyl substances) measures at both the state and federal levels, resiliency and continued monitoring of funding opportunities. New this year are additional provisions regarding utility relocation costs, support for the development of a state program for low-income household water assistance, and monitoring specific rulemaking by the Department of Ecology for opportunities to advocate for Cascade's interests. The agenda also contains a list of issues that Cascade monitors generally, and support for new legislative initiatives not specifically addressed by the legislative agenda would be brought back to the Public Affairs Committee and the Board for further direction.

The agenda is presented in track changes so the Board can easily see the changes from last year. The Public Affairs Committee has reviewed and supports the 2024 Legislative and Public Policy Agenda.

PROCUREMENT PROCESS

N/A

FISCAL IMPACT

N/A

OPTIONS

1. Motion to adopt Resolution No. 2023-13 adopting Cascade's 2024 Legislative and Public Policy Agenda.
2. Do not adopt Resolution No. 2023-13 adopting Cascade's 2024 Legislative and Public Policy Agenda and provide alternate direction to staff.

RECOMMENDED ACTION

Motion to adopt Resolution No. 2023-13 adopting Cascade's 2024 Legislative and Public Policy Agenda.

ATTACHMENTS

1. Resolution No. 2023-13.
2. Cascade's 2024 Legislative and Public Policy Agenda.



CASCADE WATER ALLIANCE
RESOLUTION NO. 2023-13

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CASCADE WATER ALLIANCE,
A WASHINGTON MUNICIPAL CORPORATION, ADOPTING THE 2024 LEGISLATIVE AND PUBLIC POLICY
AGENDA

WHEREAS, the Cascade Water Alliance (“Cascade”) is a Washington municipal corporation formed under authority of the Joint Municipal Utilities Authority Act (Chapter 39.106 RCW) to provide water supply to its Members;

WHEREAS, the Cascade staff in consultation with the Public Affairs Committee has drafted a 2024 Legislative and Public Policy Agenda to guide Cascade’s activities and legislative efforts in the federal, state and municipal levels of government to advance Cascade’s and its members’ interests.

WHEREAS, the Cascade Board of Directors now desires to adopt the 2024 Legislative and Public Policy Agenda.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF CASCADE WATER ALLIANCE as follows:

Section 1. Adoption of Cascade’s 2024 Legislative and Public Policy Agenda. The Board hereby adopts the 2024 Legislative and Public Policy Agenda (Attachment 2).

Section 2. Effect. This Resolution shall be in full force and effect on the date of its adoption.

ADOPTED AND APPROVED by the Board of Directors of the Cascade Water Alliance at a meeting thereof, held on the 25th day of October 2023.

CASCADE WATER ALLIANCE

Penny Sweet, Chair

Attest – Chuck Clarke, Chief Executive Officer

Angela Birney, Vice Chair

Allan Ekberg, Secretary/Treasurer

Members

Yes _____

No _____

Demand Share

Yes _____%

No _____%

Include in CWAC?

Yes

No



2024~~3~~ Legislative and Public Policy Agenda

Cascade supports measures at all levels of government that enhance Cascade’s ability to provide safe, clean, reliable water in a cost-effective, environmentally sensitive manner. Cascade’s strategy is to develop and implement an overall legislative and public policy plan that will continue already established positive relationships at all governmental levels to further Cascade and its members’ interests.

FEDERAL

The plan includes outreach as appropriate to Cascade’s Congressional delegation, as well as key committees, agencies such as the Departments of the Interior and Energy, the Environmental Protection Agency and the Corps of Engineers. Cascade will seek opportunities to have a presence at key industry and/or policy meetings and events by staff and/or members.

2024~~3~~ Federal Agenda:

- Mud Mountain Dam operations:
 - Fish Passage and Barrier Structure: Ensure necessary funding is available to keep this project on track to meet federal biological opinion requirements and monitor project testing progress.
 - Multi-Purpose Study: Study the possibility of expanding the flood control purpose of the Corps of Engineers’ Mud Mountain Dam to include storage of water for later use supporting in-stream flows, recreation and water supply with other key stakeholders in the Lake Tapps community.
 - Gauging/Ongoing Monitoring on the White River: Continue Cascade’s commitment to accurate gauging and monitoring on the White River.
- Infrastructure and Study Funding: Continue Cascade’s commitment to resilience (seismic, water quality, climate, wildland fire protection) and monitor water utility funding opportunities for infrastructure, studies, analyses, and forecasting.
- Water Affordability Programs and Funding: Monitor and support water affordability programs and funding.
- PFAS. Cascade will monitor PFAS (per- and polyfluoroalkyl substances) legislation and rulemaking that impact water utilities, including wastewater and reclaimed water proposals, and work with members on advocacy as needed. Cascade urges Congress and the Environmental Protection Agency to:
 - Use transparent, best available science to set a National Primary Drinking Water Regulation for PFAS that is not based on the recently issued water health advisories that are below levels of detection and quantification.

Adopted _____

- Undertake a complete financial impact analysis of any proposed PFAS regulations that incorporates a cost analysis for any treatment construction and operation, remediation, and disposal costs that may burden ratepayers with significant rate increases.
 - Support a Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) exemption for water utilities engaged in PFAS treatment and remediation.
 - Support source control and manufacturer liability to mitigate costs to water utilities.
 - Support funding for water utilities to comply with federal mandates regarding PFAS in drinking water supplies.
- Lead and Copper Rule: Track the implementation of EPA’s Lead and Copper Rule and compliance requirements for members.
 - High Efficiency Water Standards: Support legislation and rulemaking that promote high efficiency water standards for fixtures, appliances or products.

STATE

Cascade will continue to grow its strong existing relationships at both the legislative, executive and staff levels as well as with key water industry associations.

2024~~3~~ State Agenda:

Legislative Priorities:

- Cost Responsibility for Utility Relocations: Oppose the Washington State Department of Transportation (WSDOT) proposal that would prohibit WSDOT from funding utility relocations, effectively shifting cost responsibility for state project utility relocations from taxpayers to ratepayers. [Monitor the Public Works Board study of utility relocation costs. Support state funding for utility relocation costs due to state transportation projects.](#)
- PFAS. Cascade will monitor PFAS (per- and polyfluoroalkyl substances) legislation and rulemaking that impact water utilities, including wastewater and reclaimed water proposals, and work with members on advocacy as needed. Cascade urges the state to:
 - Use transparent, best available science to set state regulations for PFAS that are not based on the recently issued federal water health advisories that are below levels of detection and quantification.
 - Undertake a complete financial impact analysis of any proposed PFAS regulations that incorporates a cost analysis for any treatment construction and operation, remediation, and disposal costs that may burden ratepayers with significant rate increases.
 - Support source control and manufacturer liability to mitigate liability and costs to water utilities.
 - Support funding for water utilities to comply with state mandates regarding PFAS in drinking water supplies.
 - Require the Department of Ecology to identify sites and locations of known PFAS contamination potentially impacting a public water supply system to be classified as “listed sites” under the Model Toxics Control Act (MTCA) to ensure there is a public process, including SEPA, which will include engagement of

Adopted _____

stakeholders in any proposed remediation plans, while exempting the public water supply systems from MTCA.

- ~~Resiliency Funding: Work as a member of the Water Supply Forum to develop and implement a multi-year seismic resiliency funding strategy.~~
- Affordability Measures: Support continued funding of the Department of Commerce Connecting Housing to Infrastructure Program (CHIP) that reimburses utility connection charges. Support streamlining the program to reduce the administrative burden on utilities. Consider actions and/or legislation to allow utilities to address affordability issues, as directed by the board. Support the development and state funding of a low-income household water assistance program.
- Funding opportunities under the Climate Commitment Act (CCA): The state has raised \$1.3 billion so far through the CCA, the state's cap and trade program. Proceeds will be used to increase climate resiliency, fund alternative-transportation grant programs and help Washington transition to a low-carbon economy. Cascade will monitor opportunities for Cascade and its members to access funding from the program.
- Municipal Water Law: Support the Washington Water Utilities Council (WWUC) review and comments on the Department of Ecology's revised draft policy 2030 that interprets the state municipal water law.
- Collection Flexibility: Protect existing authority and provide flexibility and new tools to allow utilities to work with impacted customers on payment plans to preserve the financial viability of the utility and avoid raising rates on other customers, including an extension of the ability to collect outstanding debt related to waiver of late fees and shut offs.
- ~~Milfoil Prevention: Support state action to follow the example of California and Oregon and restrict boater access to state waters without a boat inspection.~~

Legislation/Rulemaking Cascade is monitoring and/or supporting as appropriate:

- Promote Cascade and Members' Presence at Legislature as Industry Leader/Problem Solver:
 - Review, and, if appropriate, support members' 2024~~3~~ legislative agendas.
 - Work with other agencies of which Cascade is a member – support and promote approved issues on agendas of groups like the Water Supply Forum, Washington Water Utilities Council (WWUC), and Washington Association of Sewer and Water Districts (WASWD).
 - Support existing industry organizations – Continue to further common water-policy interests, legislative goals, technical fixes as needed, conservation, etc.
- Climate Change: Monitor climate change proposals that have implications for water supply planning and resiliency.
- Shoreline Management/Bulkhead Heights: Monitor the Department of Ecology's work on shoreline management and standards for bulkhead height for opportunities to address raising bulkhead heights at the Lake Tapps Reservoir.
- Resiliency Planning: Continue to lead resiliency planning for members on issues as needed, including resiliency funding efforts by the Water Supply Forum.
- Milfoil Prevention: Support state action to follow the example of California and Oregon and restrict boater access to state waters without a boat inspection.
- Water Efficiency Measures: Review and support legislation that promotes high efficiency water standards for fixtures, appliances or products.

Adopted _____

- State funding options for infrastructure and investments: Cascade will continue to monitor proposals regarding water infrastructure investments.
- Initiate and Participate in Legislative Workshops and Committees: Cascade will promote responsible, environmental water use/regional governance at workshops/committee hearings.
- Monitor Other Key Industry Issues: Watch progress on pending or emerging issues.
- Tours: Offer legislators/staff tours of the Lake Tapps Reservoir to educate them on critical issues there.

MUNICIPAL

Cascade works with all cities and counties in our service area and the Lake Tapps/Pierce County area and will continue to hold regular meetings with the Four Cities (Bonney Lake, Buckley, Sumner and Auburn), Lake Tapps communities, Pierce County and other related agencies. Cascade will continue to identify and address issues as they arise.

2024~~3~~ Municipal Agenda:

- Support Cascade members' legislative agendas as appropriate.
- On-going monitoring of King County legislation, regulations or permits that may have an impact on Cascade members, including the Clean Water Plan's elements that involve reclaimed water.
- Ongoing monitoring and engagement in (Pierce County, Bonney Lake, Buckley, Sumner) local land use (comprehensive plans, shoreline management plans), stormwater, water quality and other issues that may impact Cascade's operations in the White River and Lake Tapps area.

Adopted _____

Preliminary Supply Contracts Schedule (10.11.23)

The following preliminary schedule is based on receiving final proposals from Seattle and Tacoma by October 30. This schedule will be updated as needed to accommodate the Board’s availability and address other emergent issues.

Monday	Tuesday	Wednesday	Thursday	Friday
10/30 SPU and TPU final proposals	10/31	11/01 Public Affairs Meeting (Tentative)	11/02 RMC Meeting	11/03
11/06 Member Staff meeting	11/07	11/08	11/09	11/10
11/13	11/14 FMC Meeting (Tentative)	11/15 Board Meeting Presentation of Final Proposals by Cascade (no Board decision)	11/16 Hold - Deep Dive #3	11/17
11/20 <i>Ed out thru 11/28</i>	11/21	11/22	11/23 Thanksgiving	11/24
11/27	11/28	11/29	11/30	12/1
12/4	12/5	12/6	12/7 - Deep Dive #4 Member Staff Meeting	12/8
12/11	12/12	12/13 – Special Board Meeting Presentations by SPU & TPU? (no Board decision)	12/14	12/15
12/18 Holidays Schedule	12/19	12/20	12/21	12/22
12/25 Christmas	12/26	12/27	12/28	12/29
1/1 New Year’s	1/2	1/3 Public Affairs Meeting	1/4	1/5
Special Board Meeting on 1/3, 1/4 or 1/5? (no Board decision)				
1/8 <i>Ed out thru 2/20</i>	1/9	1/10	1/11 RMC Meeting	1/12
<i>Meet with Council and Commissions in Jan/Feb</i>	1/16 FMC Meeting	1/17	1/18	1/19
1/22	1/23	1/24 Board Meeting (no Board decision)	1/25	1/26
1/29	1/30	1/31	2/1 Member Staff Meeting	2/2
2/5	2/6	2/7 Public Affairs Meeting	2/8	2/9
2/12	2/13	2/14	2/15 RMC Meeting	2/16
2/19	2/20 FMC Meeting	2/21	2/22	2/23
2/26	2/27	2/28 Board Meeting	2/29	3/1



EXECUTIVE COMMITTEE

Penny Sweet, Chair, City of Kirkland
Angela Birney, Vice Chair, City of Redmond
Allan Ekberg, Secretary/Treasurer, City of Tukwila

**Meeting Recap
Wednesday, October 18, 2023
9:00 AM – 9:30 AM
Held via Zoom**

Discussion Items.

- A. CEO's Return from Leave.** Ray Hoffman, CEO, has been on a leave of absence and is returning to work effective October 31, 2023. He is requesting to work 50% rather than 80% through the end of the year. Chuck Clarke's role as Acting CEO will end upon Ray Hoffman's return.

Recap: The Committee supports the CEO's request to work 50% from October 31 until the end of 2023. No further Board action is needed regarding the CEO's schedule.

- B. Chuck Clarke's continued employment.** Ray Hoffman's intent is to appoint Chuck Clarke to continue to work at Cascade as a part-time term-limited employee to lead the water supply contract negotiations.

Recap: The Committee supports the CEO's plan for Chuck Clarke's term-limited employment. No Board action is needed.



PUBLIC AFFAIRS COMMITTEE
Angela Birney, Chair, City of Redmond
Penny Sweet, City of Kirkland
Ryika Hooshangi, Sammamish Plateau Water
Russell Joe, City of Issaquah

Meeting RECAP
Wednesday, October 4, 2023
9:00 AM – 10:00 AM
Held at Cascade's Office and via Zoom

1. **Chair Comments.**
2. **Executive Session.**
3. **Items Recommended for Action at the October 25, 2023, Board Meeting.**

A. Draft 2024 Legislative and Public Policy Agenda. Committee review and feedback is requested on the draft 2024 legislative agenda. Staff updated the agenda based on input from last month's committee meeting. The attached document is presented in track changes to highlight the proposed changes from last year's legislative agenda. (Attachment)

Recap: The committee reviewed the draft 2024 legislative agenda and discussed a few additions to the latest draft. Staff will revise the draft based on the comments. The committee recommended the revised draft be presented for Board action as a regular action item at the next Board meeting.

4. Discussion Items.

A. Legislative Update. Staff will provide an update on state legislative activities and preparation for the 2024 legislative session. Attached for your information are the 2024 legislative agendas for the Washington Association of Sewer & Water Districts and the Association of Washington Cities. (Attachments)

Recap: Diana Carlen, Gordon Thomas Honeywell, updated the committee on state activities and preparation for the 2024 state legislative session.

B. Draft 2024 Communications and Outreach Plan. Each year Cascade surveys Board members and alternates seeking input on the evaluation of Cascade's intergovernmental, communications and outreach programs and planning for the next year. Staff will share overall results and themes from the survey. Committee review and feedback is requested on the draft outreach plan that includes communications efforts Cascade will undertake in 2024 based on member and staff input. (Attachment will be provided via separate email before the committee meeting.)

Recap: Staff shared the overall results of the member survey, as well as a few of the more detailed responses. The survey will be open until the end of the week to allow for a few more responses from Board members. Staff will share a summary of the survey results once all the responses have been compiled. The committee also reviewed the draft 2024 communications and outreach plan and supported the work plan for the year.

5. Other Issues.

Recap: Staff gave a brief update on the water shortage and shared updated information from SPU on water usage. Water use has dropped from an average of 149 mgd on September 18 to 117 mgd on October 2.

6. Next Meeting Date and Location.

The next meeting will be Wednesday, November 1, 2023, 9:00 a.m. – 10:00 a.m. at Cascade's office and via Zoom meeting.