



REGULAR MEETING OF THE BOARD OF DIRECTORS
AGENDA
CASCADE WATER ALLIANCE
Held at Cascade's Bellevue Office and Via Zoom Meeting
October 26, 2022
3:30 PM

	<u>Page</u>
1. CALL TO ORDER	
2. ROLL CALL	
3. PUBLIC COMMENT	
4. EXECUTIVE SESSION	
5. APPROVAL OF AGENDA	
6. CHIEF EXECUTIVE OFFICER'S REPORT	<u>3</u>
7. CONSENT ITEMS	
a. Board Meeting Minutes for September 28, 2022.	<u>14</u>
b. Motion to authorize the Chief Executive Officer to purchase equipment necessary to operate and maintain the White River - Lake Tapps Reservoir system in an amount not-to-exceed \$192,000.	<u>17</u>
c. Motion to authorize the Chief Executive Officer to execute a contract amendment with Long Building Technologies for maintenance of security equipment and related services at the White River – Lake Tapps Reservoir project by extending the contract end date from October 31, 2022, to February 28, 2023, and increasing the budget by \$40,000 from \$55,000 to \$95,000.	<u>20</u>
d. Motion to authorize the Chief Executive Officer to extend Cascade's engagement with auditing firm Clark Number to conduct annual Financial Audits and quarterly Agreed Upon Procedures (AUPs) for fiscal years 2022 through 2026.	<u>22</u>
8. OTHER ACTION ITEMS	
a. Motion to adopt Resolution No. 2022-18 adopting Cascade's 2023 Legislative and Public Policy Agenda.	<u>25</u>
9. STAFF PRESENTATIONS	
a. Alternate Membership Options – Report out on Committee Discussions – <i>no materials in packet.</i>	
10. COMMITTEE REPORTS	

- a. Executive Committee – *no meeting held.*
 - b. Finance and Management Committee – *October 18, 2022.* 32
 - c. Public Affairs Committee – *October 5, 2022.* 35
 - d. Resource Management Committee – *October 13, 2022.* 37
11. NEW BUSINESS
12. NEXT REGULAR MEETING – *November 16, 2022 – Held at Cascade Office and 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 26, 2022

TO: Penny Sweet, Chair
Board of Directors

FROM: Ray Hoffman, Chief Executive Officer

SUBJECT: Chief Executive Officer's Report

Administration, Finance, and Economics

- Cascade can retire the last maturity of its 2012 bonds as of 1/1/2023. Cascade will save 3% interest on this note, while the operating funds are currently yielding less than 1.5%, a net gain of about \$20,000. Cascade can use the operating and bond reserve to fund this without significant risk.
- Regional Capital Facilities Charges (RCFCs) through the first three quarters of the year (874) are still on pace to meet or beat the 2022 budget expectations (1,000) with two Member reports missing.
- The Office of the Washington State Auditor (SAO) is in the process of completing Cascade's accountability audit and will perform a review of our financial statement audit report later this month. The SAO hopes to present the results of the audit to the Board in November.
- Clark Nuber, Cascade's outside auditing firm, will conduct a review of the third quarter of Cascade's 2022 financial transactions at the end of October. The results of the review will be reported to the Finance and Management Committee.
- Cascade purchases health insurance through the Association of Washington Cities (AWC). Cascade had budgeted an 8% increase. In October, the AWC announced their 2023 rate increases of 4.5%.
- As part of the process of planning for tenant improvements to the IT infrastructure and the future move; Cascade's IT consultant, TeamLogicIT, along with Access Telephone, toured Cascade's new office in the Gateway One office building that was approved by the Board in September.
- Staff are currently reviewing all 2022 vendor and consultant contracts in preparation for 2023. At the November Board meeting, staff will recommend that some contracts be renewed. Other contracts for continuing goods and services will be opened for competitive bidding.
- Cascade's Wellness program is participating in the Associations of Washington Cities Roam the Globe Challenge Campaign this October, encouraging employees to increase their steps, 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 SCADA/Security project is 97% complete overall. Field installation work is 99% complete. The remaining field work to be completed includes removal of obsolete equipment and repair and replacement of batteries. Training of Cascade and Veolia staff and final testing by the system integrator and contractor is underway and is estimated to be complete by end of October. This project is currently projected to be completed within the approved budget.
- Construction on the permanent, replacement, plunge-pool retaining wall has reached substantial completion in early October. The splash containment portion of the project is under review due to unforeseen structural elements discovered when contractor excavated the area near the attachment wall. It is recommended by staff to delete this portion of the work from this contract to further evaluate feasibility. Cascade is currently negotiating with its contractor to delete this work. This project is currently projected to be completed within the approved budget.
- On October 14, following completion of the plunge pool retaining wall project, Cascade opened the valves to the lake outlet and charged the penstocks in preparation for the winter lake drawdown.
- Cascade engineering staff is currently reviewing the final hydraulic report from the City of Sumner and BNSF. In addition, Cascade is negotiating with both entities on future maintenance responsibilities for the outflow channel.
- U.S. Army Corps of Engineers updated Cascade that it is still planning to start construction of Phase 3 in late summer or early fall of 2023. The start of Phase 3 is contingent on successful redesign, fabrication, and installation of equipment by its contractor and tweaking of operations for the new fish trap and haul facility.
- Cascade coordinated and hosted a virtual meeting with Seattle Public Utilities (SPU) for a presentation to Cascade and its members on key findings from SPU's recently completed Phase 2 Seismic Study. Phase 2 study includes SPU's transmission line that directly serves Cascade's eastside members. The study has resulted in adjustment and tweaks to SPU's priority list of capital projects for seismically vulnerable transmission segment.
- Cascade hosted a Bellevue-Issaquah Pipeline (BIP) Emergency Operations Response Guidelines workshop with Bellevue, Issaquah, and Sammamish Plateau. The workshop focused on coordination and emergency response in the event of an unforeseen failure on the BIP.

Water Efficiency

- Cascade had a very busy weekend at Issaquah Salmon Days distributing hundreds of water conservation items and encouraging residents to write on the water wall.
- Cascade provided a garden walking tour at the Marymoor Community Gardens on September 24.
- Cascade provided 23 classroom programs for 539 students in September.
- The Sustainability Ambassadors have developed a series of videos on stormwater impacts on salmon that will be published soon.
- Cascade held several fall gardening classes with regional sustainable gardening experts, and the classes have been well attended (attendance has been as high as 146).
- Cascade, and its vendor, Nature Vision, provided a family watershed field trip at Farrel-McWhirter Farm Park in Redmond. Attendees learned about many aspects of healthy watersheds, the salmon life cycle, and stream sampling.

- Cascade has completed a dye distribution for leaking toilets at multifamily properties in all member areas and is now following up with the properties on the effectiveness of the program.
- Cascade filmed several videos at Grey Barn Nursery to promote sustainable landscaping and gardening.
- Cascade and Tilth Alliance completed a composting/rainwater harvesting project at Emerson Elementary School.
- Several landscape assessment projects are underway or have been completed this summer in Sammamish Plateau Water, Tukwila, and Redmond.
- Cascade has increased the promotion of its classes and programs, as well as content relating to the value of water, on its social media platforms.



Intergovernmental and Communications

- Cascade continues to track legislative proposals that could impact water utilities. Attorney General Bob Ferguson announced that he and Senator Joe Nguyen, D-White Center, will propose legislation in the 2023 legislative session to ensure a utility company cannot shut off power or water if the temperature is 95 degrees or higher. Nineteen other states have similar protections in place.
- A draft wastewater bill has been proposed that requires that biosolids must be tested for PFAS and land application of biosolids that contain PFAS at a detectable level is prohibited. Although this does not directly impact water utilities, the bill does have potential future implications for reclaimed water and its use.
- The state Department of Commerce continues to implement its arrearages funding program. It is finalizing data with utilities and expects to distribute contracts and funding formulas soon. Utilities will have to provide information on spending priorities and then funding should be dispersed before the end of the year.

Attachments

1. Budget to Actual Expenditure Report through September 30, 2022.
2. Statement of Revenues and Expenditures through September 30, 2022.
3. Statement of Net Position as of September 30, 2022.
4. Contract Status Summary.
5. Monthly Warrants Listing.
6. Monthly Treasurer's Report as of September 30, 2022.

Cascade Water Alliance
 Budget to Actual Expenditure Report
 January 1- September 30, 2022
 75% of the year completed

Administration	Budget	Actual	Balance	% Expended
Salaries	\$ 1,015,001	\$ 890,097	124,903	87.7%
Benefits	251,845	235,424	16,421	93.5%
Wellness program	5,000	206	4,794	4.1%
Prof. Fee (Technical)	232,000	57,555	174,445	24.8%
Prof. Fee (Legal)	885,000	593,112	291,888	67.0%
Prof. Fee (Audit)	100,900	77,822	23,078	77.1%
Prof. Fee (Other)	50,000	4,639	45,361	9.3%
Seismic Resiliency	100,000	5,412	94,588	5.4%
Meetings Expense	11,000	2,095	8,905	19.0%
Telephone/Internet	37,000	35,047	1,953	94.7%
Office Rent	241,749	202,119	39,630	83.6%
Office Supplies Admin.	20,000	4,841	15,159	24.2%
Equip. and Furniture	10,000	4,877	5,123	48.8%
Bank Fees	600	228	372	37.9%
Dues & Subscriptions	55,000	14,679	40,321	26.7%
Taxes/Licenses	16,000	10,703	5,297	66.9%
Travel	12,000	5,203	6,797	43.4%
Professional Dev.	25,200	25,136	64	99.7%
Computer Equipment	25,000	11,192	13,808	44.8%
Software Licenses	38,000	9,738	28,262	25.6%
Postage & Delivery	3,000	1,396	1,604	46.5%
Printing & Repro.	10,000	0	10,000	0.0%
Insurance	132,963	122,088	10,876	91.8%
Contingency	237,198	0	237,198	0.0%
Total	\$ 3,514,456	\$ 2,313,608	\$ 1,200,848	65.8%

Debt Service	Budget	Actual	Balance	% Expended
Bond Debt Service	9,779,981	9,774,591	5,390	99.9%
Total	\$ 9,779,981	\$ 9,774,591	\$ 5,390	99.9%

Conservation	Budget	Actual	Balance	% Expended
Salaries	\$ 168,466	\$ 86,275	\$ 82,191	51.2%
Benefits	46,908	21,982	24,926	46.9%
Prof. Fee (Technical)	35,000	11,140	23,860	31.8%
Rebate Reimb. Com.	75,000	21,426	53,575	28.6%
Irrigation Audit	25,000	4,352	20,648	17.4%
Comm. and Public I	312,500	293,977	18,523	94.1%
Misc. Serv. and Sup.	82,000	24,205	57,795	29.5%
Total	\$ 744,874	\$ 463,357	\$ 281,517	62.2%

Com. and Intergovern	Budget	Actual	Balance	% Expended
Salaries	\$ 118,571	\$ 101,347	\$ 17,224	85.5%
Benefits	26,410	24,365	2,044	92.3%
Prof. Fee (Technical)	15,000	10,350	4,650	69.0%
Prof. Fee (Other)	165,000	119,545	45,455	72.5%
Sponsorships	30,000	18,825	11,175	62.8%
Comm. and Public I	280,000	81,814	198,186	29.2%
Total	\$ 634,981	\$ 356,246	\$ 278,735	56.1%

Operations-General	Budget	Actual	Balance	% Expended
Wholesale Water	\$ 22,730,886	\$ 16,510,756	\$ 6,220,130	72.6%
Salaries	26,043	19,739	6,304	75.8%
Benefits	10,265	4,762	5,502	46.4%
BIP O&M	88,000	87,531	470	99.5%
Pipeline Prop. O&M	15,000	683	14,318	4.6%
PWTF Loan Debt	40,461	40,263	197	99.5%
Total	\$ 22,910,654	\$ 16,663,733	\$ 6,246,921	72.7%

Cascade Water Alliance
 Budget to Actual Expenditure Report
 January 1- September 30, 2022
 75% of the year completed

Operations-Lake Tapps	Budget		Balance		% Expended
Salaries	\$ 471,830	\$ 281,691	\$ 190,139		59.7%
Benefits	71,667	71,039	628		99.1%
Prof. Fee (Technical)	795,600	364,225	431,375		45.8%
Prof. Fee (Other)	15,000	0	15,000		0.0%
Meetings Expense	4,000	3,319	681		83.0%
Telephone/Internet	1,500	586	914		39.1%
Office Supplies	19,700	0	19,700		0.0%
Equipment & Furn.	29,000	23,888	5,112		82.4%
Taxes/Licenses	14,100	13,925	175		98.8%
Travel	17,000	11,409	5,591		67.1%
Professional Dev.	3,000	2,844	156		94.8%
Software Licenses	28,500	28,388	112		99.6%
Permitting Costs	8,800	8,773	27		99.7%
Misc. Serv. and Sup.	34,000	7,816	26,184		23.0%
LT Operator	2,296,120	1,451,775	844,345		63.2%
Unplanned O&M	313,500	313,021	479		99.8%
Misc. Facility Repairs	102,000	60,933	41,067		59.7%
USGS Joint Fund	337,500	235,199	102,302		69.7%
Construction Management	100,000	0	100,000		0.0%
Outage	200,000	0	200,000		0.0%
Milfoil Control	225,000	180,717	44,283		80.3%
Vendor Services	36,000	29,558	6,442		82.1%
Water Quality Management	150,000	32,747	117,253		21.8%
Dike and Roads Maintenance	33,000	19,167	13,833		58.1%
Total	\$ 5,306,817	\$ 3,141,019	\$ 2,034,713		59.2%
Total Operating Budget	\$ 42,891,763	\$ 32,712,554	\$ 10,048,123		76.3%
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Capital Projects (multi-yr bdgt not shown)	Budget		Actual		% Expended
Upper Conveyance Projects	\$ 740,000		29,138	710,862	3.9%
Lower Conveyance Projects	500,000		305,859	194,141	61.2%
Meters	50,000		0	50,000	0.0%
Equipment	350,000		13,593	336,407	3.9%
Facilities	290,000		285,330	4,670	98.4%
Security and SCADA	695,000		675,010	19,990	97.1%
Tacoma Agreement	5,975,463		5,975,463	0	100.0%
Capital Risk	500,000		0	500,000	0.0%
IT Infrastructure	35,000		0	35,000	0.0%
Total CIP Budget	\$ 9,135,463	\$ 7,284,393	\$ 1,851,070		79.7%
Total Overall Budget	\$ 52,027,226	\$ 39,996,947	12,030,279		76.9%

Cascade Water Alliance
Statement of Revenues and Expenditures
From 1/1/2022 Through 9/30/2022

Attachment 2

Operating Revenue	
Water sales	\$ 31,676,232
Administrative dues	3,741,337
Conservation program	603,344
Total Operating Revenue	<u>36,020,913</u>
Operating Expenses	
Cost of water sold	16,510,756
Salaries and benefits	1,884,627
Professional services	1,247,468
Conservation program	25,778
Depreciation and amortization	2,934,078
Communication and public information	373,603
Office expenses	315,869
Operations	1,742,023
Bank charges	228
Rent	21,620
Maintenance	676,702
Dues and subscriptions	18,124
Miscellaneous	25,489
Total Operating Expenses	<u>25,776,365</u>
Operating Income	10,244,548
Non-Operating Revenue (Expenses)	
Interest income	468,197
Other income	186,671
Interest expense, net of amount capitalized	(3,946,511)
Total Non-Operating Revenue (Expenses)	<u>(3,291,644)</u>
Capital Contributions	
Regional Capital Facilities Charges	3,706,825
Increase in Net Assets	10,659,729
Net Assets, Beginning of Year	122,312,527
Net Assets, End of Year	\$ 132,972,256

Cascade Water Alliance
Statement of Net Position
As of 9/30/2022

Attachment 3

Assets	
Current Assets	
Cash and cash equivalents	\$ 21,630,026
Accounts receivable	7,182,261
Prepaid expenses	250,150
Total Current Assets	<u>29,062,436</u>
Capital Assets	
Equipment and furniture	2,045,247
Seattle water contract	22,267,611
Bellevue Issaquah pipeline	22,276,944
Tacoma water contract	119,740,687
Less accumulated depreciation and amortization	(55,708,295)
Total Capital Assets	<u>110,622,193</u>
Projects in process and assets not yet in service	
Lake Tapps	105,173,651
Tacoma Cascade pipeline	26,539,385
Total Projects in process and assets not yet in service	<u>131,713,036</u>
Restricted cash and cash equivalents	25,362,677
Total Assets	<u><u>296,760,343</u></u>
Liabilities	
Current liabilities	
Payables and accrued liabilities	1,577,772
Accrued interest	399,222
Long-term debt current portion	
Bonds Payable-Current Portion	6,315,000
Other	39,474
Total Long-term debt current portion	<u>6,354,474</u>
Total Current liabilities	<u>8,331,467</u>
Long-term Liabilities	
Long-term debt	85,317,365
Tacoma contract	59,992,082
Seattle contract	5,000,000
Bond premium, net of amortization	4,510,859
Total Long-term Liabilities	<u>154,820,306</u>
Total Liabilities	<u>163,151,773</u>
Net Assets	
Restricted for debt service	103,686,766
Unrestricted	29,921,804
Total Net Assets	<u>133,608,570</u>
Total Liabilities & Net Assets	<u><u>\$ 296,760,343</u></u>

Consultant and Other Vendor Contract Status Summary

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
Artisan Electric	1	Powerhouse Solar Energy Project	M. Brent	10/1/2021	12/31/2022	10/13/2022	100%	\$ 273,000	\$ 236,184	87%	\$ 36,816
Aquatechnex	1	2022 Aquatic Plant Management	J. Shimada	8/8/2022	8/31/2022	10/13/2022	100%	\$ 175,000	\$ 167,724	96%	\$ 7,276
Aspect	1	Water Supply Modeling	R. Hoffman	5/6/2020	N/A	10/13/2022	35%	\$ 24,900	\$ 8,613	35%	\$ 16,288
Aspect	2	Water Resources Services	R. Hoffman	8/17/2018	N/A	10/13/2022	98%	\$ 60,000	\$ 58,251	97%	\$ 1,749
Aspect	3	Climate Change Analysis	R. Hoffman	9/7/2022	12/31/2024	10/13/2022	3%	\$ 150,000	\$ -	0%	\$ 150,000
Brilliant Marketing	1	We Need Water Strategy Planning	M. Brent	3/16/2022	12/31/2022	10/13/2022	55%	\$ 22,500	\$ 20,850	93%	\$ 1,650
Clark Nuber	1	Annual Financial Audit and Quarterly AUPs	R. Hoffman	1/1/2022	N/A	10/13/2022	70%	\$ 70,500	\$ 56,759	81%	\$ 13,741
Colehour and Cohen	1	Staffing for classes and events	M. Brent	1/1/2022	12/31/2022	10/13/2022	90%	\$ 89,990	\$ 77,358	86%	\$ 12,632
David Evans	1	On-call Land Surveyor	H. Chen	1/1/2022	12/31/2022	10/13/2022	8%	\$ 75,000	\$ 3,746	5%	\$ 71,254
David McGrath	1	Irrigation Efficiency Assistance	M. Brent	1/1/2022	12/31/2022	10/13/2022	20%	\$ 20,500	\$ 4,352	21%	\$ 16,148
Environmental Science Assoc (ESA)	1	Aquatic Plant Management	H. Chen	1/1/2022	12/31/2022	10/13/2022	20%	\$ 24,900	\$ 12,993	52%	\$ 11,907
GeoEngineers Inc.	1	Dam Engineering/Hydrology/Geotech	H. Chen	1/1/2022	12/31/2022	10/13/2022	45%	\$ 160,000	\$ 136,093	85%	\$ 23,907
Gordon Thomas Honeywell	1	State legislative outreach	A. Bennett	1/1/2022	12/31/2022	10/13/2022	50%	\$ 84,000	\$ 63,000	75%	\$ 21,000
Herrera Environmental	2	WQ Monitoring Program	H. Chen	8/19/2019	N/A	10/13/2022	100%	\$ 495,000	\$ 495,000	100%	\$ -
Holocene	1	Plunge Pool Timber Wall Drilling	J. Shimada	1/22/2022	N/A	10/13/2022	100%	\$ 6,772	\$ 6,772	100%	\$ 0
HDR	1	MMD Fish Passage Design Review	H. Chen	12/1/2015	N/A	10/13/2022	98%	\$ 1,041,100	\$ 950,972	91%	\$ 90,129
HDR	2	Conservation Plan Potential Assessment	M. Brent	5/21/2021	N/A	10/13/2022	99%	\$ 18,900	\$ 18,870	100%	\$ 30
Jacobs Engineering Group	1	Demand Forecast Model Support Services	M. Thung	8/20/2021	12/31/2022	10/13/2022	5%	\$ 5,000	\$ -	0%	\$ 5,000
Jennergy	1	Website assistance	A. Bennett	1/1/2022	12/31/2022	10/13/2022	46%	\$ 15,000	\$ 10,350	69%	\$ 4,650
Johansen Excavating	1	Emergency Headgate Repair	H. Chen	5/5/2021	N/A	10/13/2022	98%	\$ 100,947	\$ 92,358	91%	\$ 8,589
Johansen Excavating	2	Flowline Outage Maintenance	J. Shimada	8/12/2021	N/A	10/13/2022	75%	\$ 540,000	\$ 387,899	72%	\$ 152,101
Johansen Excavating	3	Emergency Landslide Remediation	J. Shimada	1/18/2022	3/31/2022	10/13/2022	96%	\$ 216,000	\$ 207,367	96%	\$ 8,633
Johansen Excavating	4	Plunge Pool retaining wall	J. Shimada	7/2/2022	N/A	10/13/2022	5%	\$ 576,750	\$ 195,110	34%	\$ 381,640
Johansen Excavating	5	2022 Powerhouse overhead door	J. Shimada	7/22/2022	N/A	10/13/2022	5%	\$ 13,000	\$ -	0%	\$ 13,000
Langton Spieth	1	Community relations	A. Bennett	1/1/2022	12/31/2022	10/13/2022	75%	\$ 72,000	\$ 54,000	75%	\$ 18,000
Lake Tapps Construction	1	Valve House Improvements	J. Shimada	12/2/2020	N/A	10/13/2022	100%	\$ 30,978	\$ 30,978	100%	\$ -
Long Building Tech	1	Security Maintenance	H. Chen	8/12/2019	10/31/2022	10/13/2022	80%	\$ 55,000	\$ 43,047	78%	\$ 11,953
Media for International Development	1	WeNeedWater Video Production	A. Bennett	1/1/2022	12/31/2022	10/13/2022	45%	\$ 24,500	\$ 20,500	84%	\$ 4,000
Nature Vision	1	Classroom Water Education	M. Brent	1/1/2022	12/31/2022	10/13/2022	65%	\$ 95,000	\$ 67,433	71%	\$ 27,567
Pacifica Law	1	Legal Assistance	H. Chen	1/1/2022	12/31/2022	10/13/2022	8%	\$ 25,000	\$ -	0%	\$ 25,000
Parametrix	1	On Call Civ/Mech/Structural Eng	H. Chen	1/1/2022	12/31/2022	10/13/2022	45%	\$ 250,000	\$ 175,035	70%	\$ 74,965
Performance Dimensions	2	Executive Coaching Services	M. Thung	3/14/2022	12/31/2022	10/13/2022	35%	\$ 15,000	\$ 2,800	19%	\$ 12,200
Puget Sound Energy	1	Water Efficiency Rebates	M. Brent	1/1/2022	12/31/2022	10/13/2022	25%	\$ 72,000	\$ 21,591	30%	\$ 50,410
RH2	2	On-Call Electrical Engineering Svcs	H. Chen	1/1/2022	12/31/2022	10/13/2022	45%	\$ 100,000	\$ 53,928	54%	\$ 46,072
RH2	1	Security and SCADA	H. Chen	1/16/2020	N/A	10/13/2022	95%	\$ 494,807	\$ 487,232	98%	\$ 7,575
RH2	3	Wholesale Master Meter Eval	H. Chen	1/21/2020	3/31/2023	10/13/2022	8%	\$ 24,500	\$ 1,342	5%	\$ 23,158
Robinson Noble	1	Water Audits	E. Cebtron	10/3/2019	N/A	10/13/2022	80%	\$ 135,060	\$ 112,378	83%	\$ 22,682
Sazan	2	Solor Power Project	M. Brent	5/25/2021	N/A	10/13/2022	100%	\$ 10,000	\$ 10,000	100%	\$ -
SC Words & Pictures Inc.	1	Design Services	A. Bennett	1/1/2022	12/31/2022	10/13/2022	15%	\$ 24,000	\$ 2,545	11%	\$ 21,455
Seattle Public Utilities	1	Garden Hotline	M. Brent	1/1/2022	12/31/2022	10/13/2022	67%	\$ 12,000	\$ 6,000	50%	\$ 6,000
SMC Consulting	1	Water Efficiency Consultant	M. Brent	1/1/2022	12/31/2022	10/13/2022	30%	\$ 24,500	\$ 11,140	45%	\$ 13,360

Source Electric LLC	1	SCADA Improvements Project	H. Chen	5/1/2021	2/1/2022	10/13/2022	95%	\$ 774,823	\$ 770,324	99%	\$ 4,499
Sustainable Water	1	Teacher Fellows program	M. Brent	1/1/2022	12/31/2022	10/13/2022	55%	\$ 60,000	\$ 51,389	86%	\$ 8,611
Tacoma-Pierce County	1	LakeWise	A. Bennett	1/1/2022	12/31/2022	10/13/2022	25%	\$ 120,000	\$ 61,587	51%	\$ 58,413
TeamLogic IT	1	Info Technology Consulting	C. Paulucci	1/1/2022	12/31/2022	10/13/2022	35%	\$ 104,000	\$ 56,917	55%	\$ 47,083
TechniArt	1	Website Orders	M. Brent	1/1/2022	12/31/2022	10/13/2022	25%	\$ 15,900	\$ 4,238	27%	\$ 11,662
Tetra Tech	1	AWIA Risk and Resiliency	M. Thung	11/18/2019	12/31/2022	10/13/2022	75%	\$ 700,000	\$ 503,107	72%	\$ 196,893
Tilth Association	1	Garden Water Efficiency	M. Brent	1/1/2022	12/31/2022	10/13/2022	45%	\$ 24,500	\$ 19,304	79%	\$ 5,196
Transpo Group	1	GIS Program Technical Support	J. Shimada	2/3/2022	7/31/2023	10/13/2022	45%	\$ 24,000	\$ 13,196	55%	\$ 10,804
USGS	1	Joint Funding Agre-Streamgaging	H. Chen	1/1/2022	12/31/2022	10/13/2022	25%	\$ 327,380	\$ 235,199	72%	\$ 92,182
Vanir Construction Management, Inc.	1	On-call Construction Management	J. Shimada	5/1/2021	12/31/2022	10/13/2022	15%	\$ 560,000	\$ 136,938	24%	\$ 423,062
VanNess Feldman	1	General Counsel	R. Hoffman	1/1/2022	12/31/2022	10/13/2022	50%	\$ 850,000	\$ 590,405	69%	\$ 259,596
Veolia	1	White River-Lake Tapps Reservoir Project Operations and Maintenance Agreement \$2,027,110 Fixed, \$403,926 Var	J. Shimada	1/1/2022	12/31/2022	10/13/2022	50%	\$ 2,431,036	\$ 1,513,395	62%	\$ 917,641
Washington Crane and Hoist Co	1	Fish Screen Gantry Crane Inspection	J. Shimada	2/9/2022	N/A	10/13/2022	10%	\$ 2,122	\$ 2,104	99%	\$ 18
Water Value	1	Climate Study Advisory Services	M. Thung	6/16/2022	12/31/2023	10/13/2022	5%	\$ 22,500	\$ 4,262	19%	\$ 18,238
Winterbauer and Diamond	1	Legal Assistance	R. Hoffman	1/1/2022	12/31/2022	10/13/2022	15%	\$ 20,000	\$ 2,708	14%	\$ 17,293

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
Performance Dimensions	1	Executive Coaching Services	M. Thung	6/21/2021	12/31/2022	10/13/2022	100%	\$ 24,500	\$ 19,250	79%	\$ 5,250

Payment Authorization Warrants and Wire Transfers 10/26/22

Attachment 5

WHOLESALE WATER

WIRE Seattle Contract Payment 10/22 \$1,426,855.00
 \$1,426,855.00

CONSULTANTS

30287 RH2 Engineering, Inc. \$7,242.26
 30298 Herrera \$948.22
 30304 Parametrix \$3,633.75
 30308 Robinson Noble \$107.50
 30310 Tacoma Pierce County Health Department \$2,884.88
 30314 Water Value LLC \$225.00
 30317 Clark Nuber P.S. \$19,320.80
 30322 Gordon Thomas Honeywell Govern. Affair \$7,000.00
 30334 Environmental Science Associates (ESA) \$1,888.75
 30336 Langton/Spieth \$6,000.00
 30341 Transpo Group \$1,242.50
 30344 Van Ness Feldman, LLP \$51,278.00
 \$101,771.66

SALARY, BENEFITS AND EXPENSE REIMBURSEMENTS

Payroll (September) \$128,074.79
 30280 Paula Anderson \$20.58
 30292 Vantagepoint 401 Plan \$34,597.97
 30293 Vantagepoint 457 Plan \$17,053.61
 30294 AWC Employee Benefit Trust \$20,759.39
 30300 HRA VEBA Trust \$1,176.00
 30311 Melina Thung \$61.97
 30313 Michael A. Gagliardo \$330.00
 30321 Joseph Mickelson \$1,242.80
 \$203,317.11

LAKE TAPPS

30279 US Geological Survey (USGS) \$78,399.50
 30282 Johansen Construction Company, Inc. \$15,732.88
 30284 Linde Gas & Equipment Inc. \$351.42
 30286 Pape Machinery Inc. \$61.24
 30289 Vanir Construction Management Inc. \$22,194.00
 30299 Honey Bucket \$187.15
 30301 Leavitt Machinery \$4,789.35
 30303 Pape Machinery Inc. \$168.45
 30305 Puget Sound Energy \$113.55
 30312 Puget Sound Energy \$741.82
 30323 Johansen Construction Company, Inc. \$1,478.89
 30326 Pierce County Budget & Finance \$5,771.18
 30329 Veolia Water North America \$246,735.01
 30333 Department of Ecology \$682.00
 30337 Linde Gas & Equipment Inc. \$348.39
 \$377,754.83

GENERAL

30277 AT&T FirstNet \$407.20
 30278 DIRECTV \$100.24
 30281 Greater Issaquah Chamber of Comm \$350.00
 30283 Lakemont Business Services Inc. \$256.00
 30285 Pacific Office Automation \$265.36
 30290 JG 520 Building LLC \$20,588.76
 30295 Beautify Bonney Lake \$500.00
 30297 Comcast \$525.12
 30307 Puget Sound Regional Council \$719.00
 30318 Code Publishing Co. \$541.95
 30319 Covington Water District \$46.50
 30324 King County Treasury \$3,540.63
 30328 Staples Advantage \$91.76
 30331 CIT \$2,064.00
 30332 Comcast \$539.37
 30335 JG 520 Building LLC \$20,588.76
 30338 MOODY'S INVESTORS SERVICE \$2,000.00
 30342 U.S. BANK \$3,229.96
 30343 Utilities Underground Location Cente \$15.48
 30345 Verizon Wireless \$225.05
 \$56,595.14

CONSERVATION

30288 Techniart C S D \$462.42
 30296 Christina Pfeiffer \$400.00
 30302 Lisa Taylor \$900.00
 30306 Puget Sound Energy \$1,600.00
 30309 SMC Consulting LLC \$2,320.00
 30320 David F. McGrath \$4,352.00
 30325 Nature Vision, Inc. \$5,265.88
 30339 PromoShop WA, LLC \$10,586.12
 30340 Tiltth Alliance \$4,497.63
 \$30,384.05

COMPUTER EQUIPMENT AND SOFTWARE

30276 Abila \$254.36
 30327 ProcureIT USA \$1,159.95
 \$1,414.31

CONSTRUCTION

30272 Artisan Electric Inc. \$28,120.64
 30273 RH2 Engineering, Inc. \$12,999.42
 30274 Vanir Construction Management Inc. \$5,265.00
 30275 Access Telephone Solutions, Inc. \$781.28
 30315 Access Telephone Solutions, Inc. \$3,158.77
 30316 Artisan Electric Inc. \$2,185.00
 30330 Parametrix \$30,450.00
 \$82,960.11

DESTROYED AND VOIDED CHECKS:

30291

Total Warrants	\$854,197.21
Total Wires	\$1,426,855.00
Total warrants/wire transfers authorized for October 2022	\$2,281,052.21

Approved: _____ Date: _____
 Edward Cebron, Chief Economist/Treasurer

Approved: _____ Date: _____
 Allan Ekberg, Secretary/Treasurer

**Cascade Water Alliance
Monthly Treasurer's Report
September 2022**

	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	\$ 10,716,744	\$ 16,215,610	\$ 13,816,564	\$ -	\$ 8,005,643	\$ 2,145,506	\$ -	\$ 50,900,066
Additions:								
Cash received	\$ 4,643,095	\$ 44,783	\$ 8,379	\$ -	\$ 8,059	\$ 2,155	\$ -	\$ 4,706,470
Transfers from other Cascade funds	\$ -	\$ -	\$ 733,188	\$ -	\$ -	\$ -	\$ 129,363	\$ 862,551
Total additions	\$ 4,643,095	\$ 44,783	\$ 741,567	\$ -	\$ 8,059	\$ 2,155	\$ 129,363	\$ 5,569,021
Subtractions:								
Bank fees, payroll, and bond payments	\$ 419	\$ 472	\$ 4,171,016	\$ -	\$ 352	\$ 69	\$ 129,363	\$ 4,301,691
Warrants paid	\$ 513,546	\$ 40,118	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 553,664
Wire and other electronic payments	\$ 2,649,874	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,649,874
King Co. Investment Pool impairment (realized)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
King Co. Investment Pool impairment (retained)	\$ (48)	\$ (41)	\$ (22)	\$ -	\$ -	\$ (6)	\$ -	\$ (117)
Transfers to other Cascade funds	\$ 862,551	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 862,551
Total subtractions	\$ 4,026,343	\$ 40,549	\$ 4,170,994	\$ -	\$ 352	\$ 63	\$ 129,363	\$ 8,367,664
Ending Balances, September 30, 2022	\$ 11,333,496	\$ 16,219,843	\$ 10,387,137	\$ -	\$ 8,013,349	\$ 2,147,597	\$ -	\$ 48,101,423



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:

Penny Sweet, Chair

Angela Birney, Vice-Chair

AGENDA MEMORANDUM

SUBJECT

Motion to authorize the Chief Executive Officer to purchase equipment necessary to operate and maintain the White River - Lake Tapps Reservoir system in an amount not-to-exceed \$192,000.

BACKGROUND

Cascade proposes to purchase two new pieces of equipment – a mini excavator with a brush cutter and a mid-sized tractor with attachments – to enable Cascade’s contractor, Veolia, to more effectively and efficiently maintain the White River - Lake Tapps Reservoir system at various locations. Annually, Veolia is responsible for clearing vegetation on the equivalent of 30 miles of roads (both sides of 15 miles of roads) as well as many other parts of the system. They are also responsible for mowing large areas, repairing dikes, grading and smoothing roads, clearing rocks and debris, and performing other maintenance work to preserve the integrity of the system.

Because Cascade doesn’t have some of the right equipment, the above maintenance work occurs as follows, with the resulting impacts:

1. Veolia sub-contracts out some work resulting in additional variable task order expenses.
2. For work that Veolia performs:
 - They rent equipment, which results in additional rental expenses, or
 - They use Cascade’s existing equipment; however, since the equipment (e.g. backhoe) isn’t well-suited for some jobs, it takes longer for Veolia to perform the work, or
 - They do the work manually, particularly vegetation control, which is time consuming.

Cascade currently owns a tractor and it is stored at the Fish Screen facility. Transporting it to the Headworks, where much of the maintenance work is needed, is very time consuming. Because it is used at multiple locations, it is sometimes unavailable for use at the Headworks or other locations when needed. In addition, it does not have the necessary attachments to perform some of the required maintenance work. The proposed new tractor would be stored at the Headworks, equipped with the necessary attachments, and easily transported by a trailer.

Cascade completed an analysis and determined that both pieces of equipment are cost effective. Both assume a life of eight years¹ before being traded in for newer models. The mini excavator’s break-even point is a little more than three years and the tractor’s is a little beyond six years.

	Mini Excavator	Tractor
Capital Cost	\$105,000	\$70,000
<i>Task Order Savings</i>	-\$34,100	-\$8,300
<i>Rental Savings</i>	-\$2,000	-\$5,200
<i>New Maintenance Costs*</i>	\$1,500	\$1,500
Net Annual Savings	-\$34,600	-\$12,000
Years to Break Even	3.03	6.18

*Starting in Year 5, annual maintenance costs increase to \$5,000.

¹ Cascade has not yet conducted an analysis to determine the optimal lifespans for each piece of equipment in inventory and plans to do so next year. For 2023-2024, \$75,000 is budgeted each year for equipment purchases.

The break-even analysis only considered savings from reduced variable task order and rental expenses. It did not consider labor savings as a result of Veolia staff working more efficiently. Veolia will take on the work that is currently sub-contracted out, which means any Veolia labor savings will be redirected to this new work.

Given that purchasing the mini excavator and tractor are cost effective, Cascade proposes to purchase both pieces of equipment. Cascade also proposes a not-to-exceed amount of \$115,000 for the mini excavator and \$77,000 for the tractor, for a total of \$192,000, inclusive of taxes and shipping. This is a 10 percent increase over the capital costs used (from the manufacturers' quotes) in the break-even analysis. Because equipment prices are routinely increasing (quotes are only good for 30 days), the 10 percent cushion would accommodate potentially higher final bids. If final costs were to be \$115,000 for the mini excavator and \$77,000 for the tractor, the years to break even would be 3.32 and 7.0, respectively, and still less than eight years.

The Resource Management Committee supports these purchases.

PROCUREMENT PROCESS

Cascade is complying with the Chief Executive Officer processes applicable to purchase of equipment, supplies, and materials.

FISCAL IMPACT

Funding for the equipment and fleet purchased is available in the 2022 Capital Budget.

Budget Line*	2022 Capital Budget	Spent and Committed to Date	Available 2022 Budget	This Action	2022 Remaining Balance
307-Equipment	\$350,000	\$139,000	\$211,000	\$192,000	\$19,000

**Budget was transferred from another capital line item which will be underspent this year.*

OPTIONS

1. Authorize the Chief Executive Officer to purchase equipment necessary to operate and maintain the White River - Lake Tapps Reservoir system in an amount not-to-exceed \$192,000.
2. Do not authorize the Chief Executive Officer to purchase equipment and provide alternate direction to staff.

RECOMMENDED ACTION

Authorize the Chief Executive Officer to purchase equipment necessary to operate and maintain the White River - Lake Tapps Reservoir system in an amount not-to-exceed \$192,000.

ATTACHMENTS

- A. Photos of proposed equipment.

**ATTACHMENT A
PHOTOS OF PROPOSED EQUIPMENT**

Mini Excavator



Mid-Sized Tractor



AGENDA MEMORANDUM

SUBJECT

Motion to authorize the Chief Executive Officer to execute a contract amendment with Long Building Technologies for maintenance of security equipment and related services at the White River – Lake Tapps Reservoir project by extending the contract end date from October 31, 2022, to February 28, 2023, and increasing the budget by \$40,000 from \$55,000 to \$95,000.

BACKGROUND

Cascade completed Phase 1 of the Security Improvement Program in the summer of 2018. The newly acquired assets were predominately mechanical and electrical equipment that require annual, scheduled maintenance to ensure proper performance. In 2019, Cascade entered into a maintenance contract with Long Building Technologies (Long) for a one-year contract with potential renewal of up to two additional, one-year periods at Cascade's discretion. Long is in its third year of the contract which ends on October 31, 2022. The scope of this contract is to provide routine, scheduled equipment maintenance (typically every six months) and related services. The related services include unscheduled problem diagnosis and remediation and minor system add-ons.

Cascade is just now completing a new SCADA/Security Improvement Project which has changed the equipment used to perform these functions. Cascade will advertise for a new SCADA/Security maintenance contract, but first needs to have its on-call electrical engineer develop a new list of equipment to be maintained and protocols for that maintenance. This cannot be done before the current Long contract ends, so Cascade is seeking four additional months to develop the maintenance list and to go through the RFP process for the next maintenance contract. During the additional four months, Long will perform one six-month preventive maintenance service and be on-call for any emergency callouts.

The Resource Management Committee supports this proposed amendment.

PROCUREMENT PROCESS

In 2019, Cascade issued a Request for Proposals (RFP) for ongoing maintenance of newly installed equipment for the Phase 1 Security Improvement Program and selected Long Building Technologies. Long's contract includes annual scheduled maintenance costs of approximately \$39,000 per year and \$16,000 for emergency callouts and related services as requested by Cascade.

FISCAL IMPACT

The requested contract authorization is for a not-to-exceed amount of \$40,000, inclusive of Washington State sales tax and reserve for contingency.

Budget Line	2022 Budget	Spent and Committed to Date	Available 2022 Budget	This Action	2022 Remaining Balance
Security & SCADA Maintenance	\$100,000	\$43,047	\$56,953	\$30,000	\$26,953
Budget Line	2023 Budget	Spent and Committed to Date	Available 2023 Budget	This Action	2022 Remaining Balance
Security & SCADA Maintenance	\$75,000	\$0	\$75,000	\$10,000	\$65,000

OPTIONS

1. Authorize the Chief Executive Officer to approve a contract amendment with Long Building Technologies for maintenance of security equipment and related services at the White River – Lake Tapps Reservoir project by extending the contract end date from October 31, 2022, to February 28, 2023, and increasing the budget by \$40,000 from \$55,000 to \$95,000.
2. Do not authorize the Chief Executive Officer to approve a contract amendment with Long Building Technologies and provide alternate direction to staff.

RECOMMENDED ACTIONS

Authorize the Chief Executive Officer to approve a contract amendment with Long Building Technologies for maintenance of security equipment and related services at the White River – Lake Tapps Reservoir project by extending the contract end date from October 31, 2022, to February 28, 2023, and increasing the budget by \$40,000 from \$55,000 to \$95,000.

ATTACHMENTS

None.

AGENDA MEMORANDUM

SUBJECT

Motion to authorize the Chief Executive Officer to extend Cascade's engagement with auditing firm Clark Nuber to conduct annual Financial Audits and quarterly Agreed Upon Procedures (AUPs) for fiscal years 2022 through 2026.

BACKGROUND

Clark Nuber has been engaged to perform financial audits for Cascade since 2008 and has reliably done a thorough job. Cascade's auditors report directly to Cascade's Board (via the Finance and Management Committee), which provides a separation between the auditors and Cascade's staff.

Cascade must be audited by an independent outside auditor no less than annually. The audit can be performed by the State Auditor or their agent or by a public accounting firm knowledgeable in Washington municipal accounting practices.

The Finance and Management Committee determines who performs the financial audit of Cascade. This is the last year the board has currently authorized Clark Nuber to perform Cascade's financial audit.

The board hired Clark Nuber to audit Cascade in 2008 and has since reviewed and renewed their services in 2010, 2013, 2015, and 2017. A typical audit engagement is comprised of four-to-five auditors of which two or three are new to the engagement. This is to create a mix of knowledge and a fresh set of eyes.

Additional to the annual financial audit, Cascade has contracted with Clark Nuber to perform quarterly Agreed Upon Procedures (AUPs). These AUPs help to weed out any potential issues before they become one.

Below are the pros and cons of an Auditor Rotation:

Pros	Cons	Note
The board may worry that having the same auditor for too long would cause the auditor to lose objectivity and not ask tough questions.	An auditor that is familiar with the organization knows what reports to ask for and where to get them.	There were two new associates on the audit engagement this year and the senior auditor had worked on prior Cascade audits but was new to the role for this year's audit.
If methods of testing are not changed regularly by the auditor, then the company could "beat" the testing.	Less time and money is spent trying to get the auditor up to speed on the organization and terminology.	The methods of testing change annually. Before the audit testing begins every year there are first planning and risk

		assessment phases that determine what will be tested and how.
It may facilitate a fresh look at Cascade’s financial reporting.	Academic research shows that audit quality is more likely to suffer in the early stages of an engagement and that fraud has a higher risk of not being detected	Cascade’s assets and structure are unique and there is a learning curve for new auditors to understand our financials.

Questions for the Finance and Management Committee’s consideration:

- Do you feel that Clark Nuber is giving you a good product?
- Do you believe Clark Nuber has maintained their independence?
- Does the committee feel free to ask questions of Clark Nuber and believe they are answered fully?
- Are the financial audits done in a timely and professional manner?

If the committee believes that all the questions above can be answered in a positive manner, then there is limited reason to switch auditors and a renewal of our engagement with Clark Nuber would be the recommendation. If the committee answers no to any of the above questions, then Cascade could issue an RFQ and solicit bids for auditing services, Alternatively, Cascade could engage the State to perform the financial audit in addition to the accountability audit that they currently perform.

PROCUREMENT PROCESS

The Finance and Management Committee evaluated their options for auditor procurement and recommended a 5-year renewal with Clark Nuber.

FISCAL IMPACT

Clark Nuber provided options for a 1-year, 3-year, and 5-year renewal and their cost are shown below. Clark Nuber’s prior year fee was \$57,000. In addition, to the cost increases facing other sectors there is a shortage of CPAs coming out of college programs, losses to the private sector as part of the great resignation and retiring baby boomers. Those factors have pushed out payroll costs to attract, hire and retain staff. The result is a 4.39% increase in the cost of the financial audit next year on the five-year option and a 9.64% increase on the one-year option.

Audit

	1 Year	3 Year	5 Year
12/31/2022	\$ 62,500	\$ 61,000	\$ 59,500
12/31/2023		\$ 63,500	\$ 61,500
12/31/2024		\$ 66,000	\$ 64,000
12/31/2025			\$ 66,500
12/31/2026			\$ 69,000
Total	\$ 62,500	\$ 190,500	\$ 320,500

AUPs

	1 Year	3 Year	5 Year
12/31/2022	\$ 8,300	\$ 8,000	\$ 7,800
12/31/2023		\$ 8,300	\$ 8,100
12/31/2024		\$ 8,700	\$ 8,400
12/31/2025			\$ 8,800
12/31/2026			\$ 9,100
Total	\$ 8,300	\$ 25,000	\$ 42,200

Budget Line	2023 Operations Budget	Spent and Committed to Date	Available 2023 Budget	This Action (2023 only)	2023 Remaining Balance
Auditor	\$68,500	\$0	\$68,500	\$67,300	\$1,200

OPTIONS

1. Authorize the Chief Executive Officer to extend Cascade’s engagement with auditing firm Clark Nuber to conduct annual Financial Audits and quarterly Agreed Upon Procedures (AUPs) for fiscal years 2022 through 2026.
2. Do not authorize the Chief Executive Officer to extend Cascade’s engagement with auditing firm Clark Nuber, and provide alternate direction to Cascade staff.

RECOMMENDED ACTION

Authorize the Chief Executive Officer to extend Cascade’s engagement with auditing firm Clark Nuber to conduct annual Financial Audits and quarterly Agreed Upon Procedures (AUPs) for fiscal years 2022 through 2026.

AGENDA MEMORANDUM

SUBJECT

Motion to adopt Resolution No. 2022-18 adopting Cascade's 2023 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 2023 Legislative and Public Policy Agenda (attached) is similar to Cascade's 2022 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 provisions opposing cost shifting by the Washington State Department of Transportation and support for a water utility exemption from the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). 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 2023 Legislative and Public Policy Agenda.

PROCUREMENT PROCESS

N/A

FISCAL IMPACT

N/A

OPTIONS

1. Motion to adopt Resolution No. 2022-18 adopting Cascade's 2023 Legislative and Public Policy Agenda.
2. Do not adopt Resolution No. 2022-18 adopting Cascade's 2023 Legislative and Public Policy Agenda and provide alternate direction to staff.

RECOMMENDED ACTION

Motion to adopt Resolution No. 2022-18 adopting Cascade's 2023 Legislative and Public Policy Agenda.

ATTACHMENTS

1. Resolution No. 2022-18.
2. Cascade's 2023 Legislative and Public Policy Agenda.



CASCADE WATER ALLIANCE
RESOLUTION NO. 2022-18

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CASCADE WATER ALLIANCE,
A WASHINGTON MUNICIPAL CORPORATION, ADOPTING THE 2023 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 2023 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 2023 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 2023 Legislative and Public Policy Agenda. The Board hereby adopts the 2023 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 26th day of October 2022.

CASCADE WATER ALLIANCE

Penny Sweet, Chair

Attest – Ray Hoffman, Chief Executive Officer

Angela Birney, Vice Chair

Allan Ekberg, Secretary/Treasurer

Members

Yes _____
No _____

Demand Share

Yes _____ %
No _____ %

Include in CWAC?

Yes
 No



2023 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.

2023 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) and monitor water utility ~~infrastructure~~ funding opportunities for infrastructure, studies, analyses, and forecasting.
- Water Affordability Programs and Funding: Monitor and support water affordability programs and funding, ~~including COVID-19 relief funding opportunities for water utilities.~~
- PFAS: Support a Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) exemption for water utilities engaged in PFAS (per- and polyfluoroalkyl substances) clean-up. Track proposed legislation and/or rulemaking for PFAS ~~(per- and polyfluoroalkyl substances)~~ that will require monitoring, recordkeeping, reporting and follow-up actions by water utilities and work with members on advocacy as needed.
- 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.

2023 State Agenda:

Legislative Priorities:

- ~~COVID-19 Relief~~
 - ~~Funding~~ Support funding to offset losses by cities and districts related to forgiving late fees and delinquent accounts for customers impacted by the COVID-19 emergency.
 - ~~Collections~~ Protect existing authority and provide flexibility and new tools to allow utilities to work with impacted customers on payment plans in order 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.
- ~~Remote Meetings~~ Support legislation that allows open public meetings to be held in-person, in a hybrid format, or fully remote, at an organization's discretion. Support additional tools and flexibility for hybrid and remote meetings; oppose additional record-keeping requirements or mandates.
- 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.
- PFAS Measures: Work with affected utilities on legislation and/or rulemaking for PFAS (per- and polyfluoroalkyl substances) that will require monitoring, recordkeeping, reporting and follow-up actions by water utilities. Track legislation and/or rulemaking proposals for PFAS in wastewater and/or reclaimed water that could impact water utilities.
- 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.
- 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.

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Legislation 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’ 202~~2~~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.
- Resiliency Planning: Continue to lead resiliency planning for members on issues as needed.
- Water Efficiency Measures: Review and support legislation that promotes high efficiency water standards for fixtures, appliances or products.
- State funding options for infrastructure and investments: Cascade will continue to monitor proposals regarding water infrastructure investments.
- ~~Department of Commerce Green Economy Report – Monitor the report to the Legislature, specifically the water sector recommendations and potential task force opportunities for Cascade and members.~~
- 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.

202~~2~~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.



FINANCE & MANAGEMENT COMMITTEE

Jeralee Anderson, Chair, City of Redmond
Jeremy Barksdale, City of Bellevue
Penny Sweet, City of Kirkland
John Stokes, City of Bellevue
Russell Joe, City of Issaquah

Meeting Recap
Tuesday, October 18, 2022
1:30 PM – 3:00 PM
Held at Cascade's office and via Zoom

Call to Order

1. Chair Comments.
2. Executive Session.
3. Items Recommended for Action at the October 26, 2022, Board Meeting

A. Auditor Selection. This is the last year the board has currently authorized Clark Nuber to perform Cascade's financial audit. The decision of whom performs the financial audit of Cascade is up to the Finance and Management Committee. Cascade will discuss with the committee the pros and cons of an auditor rotation and present options for a renewal with our current auditor, Clark Nuber.

Recap: The committee discussed the auditor selection process, what the options are regarding who performs the financial audit, the pros and cons of remaining with Clark Nuber and the cost. The committee discussed the options and recommended that the Board authorize the CEO to execute the five-year renewal of professional services on the consent agenda at its October 26 meeting.

B. Bond Refunding. Cascade can retire the last maturity of its 2012 bonds as of 1/1/2023. We will save 3% interest on this note, while our operating funds are currently yielding less than 1.5%, a net gain of about \$20,000. We can use operating and bond reserves to fund this without significant risk. Staff is requesting feedback from the committee on proceeding with the refunding.

Recap: The committee was informed of Cascade's plans to call the last maturity of its 2012 bonds, the January 2024 payment, in January 2023. The committee asked to see the section in the original Bond resolution that gave the CEO authority to call the Bonds and that is attached to this meeting recap.

4. Discussion Items

A. Debrief on Budget/Rates Process. Cascade staff will have an open discussion with the committee regarding this year's budget process.

Recap: The committee had a brief discussion of the 2023-2024 budget process and recommended that a survey be conducted of the full Board to gain their feedback as well. A survey will be prepared and distributed after the Board meeting to inform a discussion at the November Finance and Management Committee meeting.

- B. Alternate Membership Options – Report out on Committee Discussions.** Staff will share the feedback received in September from all three committees regarding alternate membership options and potential water/water rights sales.

Recap: Staff shared a summary of the feedback received from the three committees in September. Next steps include sharing the feedback with the Board. Staff will also seek Board direction on communication back to Sumner on these issues.

5. Next Meeting Date and Location.

The next meeting will be held Tuesday, November 8, 2022, 1:30 p.m. at Cascade's office or via Zoom meeting.

Resolution 2012-22

Section 4. Appointment of Designated Representative; Description of 2012 Bonds. The Chief Executive Officer is appointed as the Designated Representative and is authorized to conduct the sale of the 2012 Bonds in the manner and upon the terms deemed most advantageous to Cascade, as further specified in Section 27, and to approve the Final Terms within the parameters established in this Section. The Final Terms shall be evidenced in the Bond Purchase Contract or by a Certificate of Designated Representative executed on the date of sale of the 2012 Bonds to the Underwriter.

(a) Amount. The aggregate Principal amount of the 2012 Bonds shall not exceed \$48,000,000.

(b) Date. The 2012 Bonds shall be dated the Issue Date, which date may not be later than January 31, 2013.

(c) Denominations and Designation. The 2012 Bonds shall be designated "Cascade Water Alliance Water System Revenue Bonds, 2012," with such other designation as may be established by the Designated Representative; shall be numbered separately in the manner and with any additional designation as the Bond Registrar deems necessary for purposes of identification; and shall be issued in denominations of \$5,000 or any integral multiple thereof within a maturity.

(d) Interest Rates. The 2012 Bonds shall bear interest at fixed rates per annum (computed on the basis of a 360-day year of twelve 30-day months) from the Issue Date or from the most recent interest payment date to which interest has been paid or duly provided for, whichever is later. One or more rates of interest may be fixed for the 2012 Bonds. No rate of interest for any maturity may exceed 5.00%, and the true interest cost to Cascade for the 2012 Bonds may not exceed 4.00%.

(e) Payment Dates. Interest must be payable at fixed rates semiannually (on each January 1 and July 1, commencing no earlier than July 1, 2013. Principal must be payable annually on each January 1, commencing no earlier than January 1, 2014.

(f) Final Maturity. The 2012 Bonds shall mature no later than January 1, 2039.

(g) Redemption Rights. The 2012 Bonds may be issued subject to optional redemption and, in the case of any 2012 Bonds designated as Term Bonds, mandatory redemption, as set forth in Section 8.

Section 8. Redemption Provisions and Purchase of 2012 Bonds.

(a) Optional Redemption. The Designated Representative may designate certain maturities of the 2012 Bonds as being subject to redemption at the option of Cascade

prior to their respective maturities on the dates and at the prices set forth in the Bond Purchase Contract. The Designated Representative may also, in his or her discretion, designate certain maturities of the 2012 Bonds as not being subject to optional redemption prior to maturity.



PUBLIC AFFAIRS COMMITTEE

Angela Birney, Chair, City of Redmond
Penny Sweet, City of Kirkland
John Stokes, City of Bellevue
Ryika Hooshangi, Sammamish Plateau Water

Meeting Recap
Wednesday, October 5, 2022
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 26, 2022, Board Meeting.**

A. Draft 2023 Legislative and Public Policy Agenda. Committee review and feedback is requested on the draft 2023 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 2023 legislative agenda and recommended approval by the Board.

4. **Discussion Items.**

A. Legislative Update. Staff will provide an update on state legislative activities and preparation for the 2023 legislative session.

Recap: This item was pulled from the agenda.

B. Alternate Membership Options – Report out on Committee Discussions. Staff will share the feedback received in September from all three committees regarding alternate membership options and potential water/water rights sales.

Recap: Staff shared a summary of the feedback received from the three committees in September. Next steps include sharing the feedback with the other committees and the Board. Staff will also seek Board direction on communication back to Sumner on these issues.

C. Draft 2023 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 2023 based on member and staff input. (Attachment will be provided via separate email before the committee meeting)

This item was pulled from the agenda.

D. Social Media Update. Cascade has completed its study of the potential for social media through We Need Water and will be working with its consultant, Brilliant Marketing, in 2023 to refine and increase the effectiveness of its social media platforms. Staff will provide a brief update on the status of these efforts.

***Recap:** Staff are developing a scope of work for a contract with Brilliant Marketing for assistance in developing and implementing an effective social media campaign that promotes Cascade's water efficiency programs and supports Member social media outreach efforts.*

5. Next Meeting Date and Location.

The next meeting will be Wednesday, November 2, 2022, from 9:00 a.m. – 10:00 a.m. at Cascade's office or via Zoom meeting.



RESOURCE MANAGEMENT COMMITTEE
Lloyd Warren, Chair, Sammamish Plateau Water
Penny Sweet, City of Kirkland
Mary Lou Pauly, City of Issaquah
Jon Ault, Skyway Water & Sewer District
Allan Ekberg, City of Tukwila
John Stokes, City of Bellevue
Jon Pascal, City of Kirkland
Ryika Hooshangi, Sammamish Plateau Water

Meeting Recap
Thursday, October 13, 2022
2:00 PM – 3:30 PM
Held at Cascade’s office or via Zoom

1. Chair Comments.

2. Executive Session.

3. Discussion Items.

A. Water Quality Planning. Earlier this year the committee received a presentation regarding the results from the two-year Lake Tapps Water Quality Monitoring Program. Subsequently the committee began discussing future policy direction, including how to guide Cascade’s development and achievement of water quality goals. This month staff will present a proposed approach for a workshop that will support the Board in establishing policy statements to guide Cascade’s water quality activities.

Recap: Cascade staff presented a policy development framework for future water quality investments and activities to the committee that had been drafted by staff and the committee chair. The committee supports the concept of the framework. Next steps are to work with Cascade’s consultants to further flesh out the framework and design a Board workshop that will likely occur early next year. Staff will have periodic check-ins with the committee as they progress on this work.

B. Alternate Membership. Staff will share the feedback received in September from all three committees regarding alternate membership options and potential water/water rights sales.

Recap: Staff shared a summary of the feedback received from the three committees in September. Next steps include sharing the feedback with the other committees and the Board. Staff will also seek Board direction on communication back to Sumner on these issues.

C. Multi-Year Contracts. Cascade uses contracted services for operational and capital planning needs, such as civil engineering, electrical engineering, milfoil treatment, and SCADA and security maintenance. Typically, the term for these types of contracts is one year with the option to renew annually for two more years, for a total of three years. Staff

would like to increase the total contract term to five years in order to save administrative and legal costs and seeks the committee's feedback on this change.

Recap: *The committee supports five-year contracts for operational and capital planning contracts. They are open to three different options:*

1. *A one-year term contract with the option to renew the contract annually for four additional years; or*
2. *A three-year contract with the option to renew the contract annually for two additional years; or*
3. *A five-year contract.*

4. Items Recommended for Action at the October 26, 2022, Board Meeting.

A. Equipment Purchases. Motion to authorize the Chief Executive Officer to purchase equipment that are necessary to operate and maintain the White River-Lake Tapps Reservoir system in an amount not to exceed \$192,000.

Recap: *The committee supports these equipment purchases and recommends forwarding this action for Board's approval under consent.*

B. Security Maintenance Contract Amendment. Motion to authorize the Chief Executive Officer to execute a contract amendment with Long Building Technologies, Inc. for maintenance of security equipment and related services at the White River – Lake Tapps Reservoir project by extending the contract end date from October 31, 2022 to February 28, 2023 and increasing the budget by \$40,000 from \$55,000 to \$95,000.

Recap: *The committee supports this project and recommends forwarding this action for Board's approval under consent.*

6. Next Meeting Date and Location.

The next meeting will be Thursday, November 3, 2022, from 2:00 p.m. – 3:30 p.m. at Cascade's office or via Zoom meeting.