



SPECIAL MEETING OF THE BOARD OF DIRECTORS  
AGENDA  
CASCADE WATER ALLIANCE  
Held at Cascade's Office and Via Zoom Meeting  
July 26, 2023  
3:00 PM

	<u>Page</u>
1. CALL TO ORDER	
2. ROLL CALL	
3. PUBLIC COMMENT	
4. APPROVAL OF AGENDA	
5. CHIEF EXECUTIVE OFFICER'S REPORT	<u>3</u>
6. CONSENT ITEMS	
a. Board Meeting Minutes for May 24, 2023.	<u>14</u>
7. OTHER ACTION ITEMS	
a. Motion to authorize the Chief Executive Officer to issue a Request for Proposals (RFP) for a consultant to develop a water quality management plan that identifies specific strategies and actions to protect the Lake Tapps Reservoir's water quality for future municipal use – "Water Quality Management Plan" (WQMP).	<u>18</u>
8. STAFF PRESENTATIONS	
a. Sumner/BNSF White River Restoration Project Update - <i>no materials in packet.</i>	
b. Seattle and Tacoma Contract Negotiations Status Update - <i>no materials in packet.</i>	
9. EXECUTIVE SESSION	
a. To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.	
10. COMMITTEE REPORTS	
a. Executive Committee – <i>No Meeting Held.</i>	

- b. Finance and Management Committee – *June 20, 2023 and July 18, 2023 Meetings Held.* 30
- c. Public Affairs Committee – *No Meeting Held.*
- d. Resource Management Committee – *July 13, 2023 Meeting Held.* 32
- 11. NEW BUSINESS
- 12. NEXT REGULAR MEETING – *August 23, 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.



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DATE: July 26, 2023

TO: Penny Sweet, Chair  
Board of Directors

FROM: Chuck Clarke, Acting Chief Executive Officer

SUBJECT: Chief Executive Officer's Report

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**Administration, Finance, and Economics**

- The audio-visual setup in Cascade's conference rooms is complete, and Cascade welcomes you to explore our new office and attend a meeting in person in the future. Hybrid options will continue as well.
- There have been 474 net RCFC's reported through June 2023, with two Member reports not yet received. At this pace (948), Cascade will not meet 2023 budget expectations (1,300).
- The demolition of Cascade's Ford property has begun and will be completed this month. Cascade has asked the demo contactor, Ryatt, to assist in disposing of the garbage pile on Cascade's adjacent Noonan property while they're onsite for the demo. Once the home and the garbage are removed Cascade will work to prevent future issues by fencing the area. Cascade purchased the Ford property in 2009 along with several other properties (including Noonan) and easements along a potential future pipeline route. The proposed pipeline route goes through the house. Cascade leased the house until the septic system failed.
- Earlier this month, TeamLogic, Cascade's IT consultant, replaced the three Wi-Fi repeaters to improve connectivity. Next month Comcast will be installing a new fiber connection in the Bellevue office.
- Cascade's financial statements for the years ended December 31, 2022, and 2021 have been posted to Cascade's website and can be found at the following link:  
<https://cascadewater.org/about/finance/audited-financial-statements/>

**Capital Projects and Operations**

- Lake Tapps Reservoir level is 542.11' as of 8:45 a.m., July 17. The reservoir level is about 0.45' below the lake level during the same one-week period last year. Cascade seeks to maintain a summer recreational level of 542.5' to 542.65'. The major contributing factor to the low water level in the river is due to lower-than-usual spring and summer rainfall and early snow melt. Cascade and Veolia are working around the clock to try to divert as much water as possible to fill the lake while meeting minimum in-stream flow requirements of 800 cfs in the White River.
- USACE notified Cascade in early June that Phase 3 of its Mud Mountain Fish Passage Project will be delayed for at least another year to fall of 2024. The primary reason given was that major redesigned and reconstructed equipment delivered on-site that is

essential to a functional facility is still not meeting specification. Following the notification, Cascade's acting CEO met with USACE's Chief of Operations to discuss a path moving forward and minimizing impacts to Cascade.

- Cascade was notified by Burlington Northern Santa Fe (BNSF) that it may be reconsidering the scope of its train track expansion project that is part of the joint project with the City of Sumner's White River Restoration Mitigation Project. If BNSF decides to change the scope or pull out of the project entirely, it could impact Sumner's project, the real estate transactions, and the consideration that Cascade expects to receive as part of the agreements to transfer property. BNSF is planning to go back to its investment board by the end of July to seek funding approval for the joint project.
- Cascade performed its annual Dike inspection on July 11 and July 12. An inspection team from Cascade staff, Veolia staff and Geengineers walked and inspected all the dikes impounding Lake Tapps. In general, all dikes are in good working condition. A final report will be filed with the State Dam Safety Office by the end of this year.
- Veolia management has notified Cascade that the hiring process to replace retired Project Manager Gerald Smart is nearing conclusion. Cascade appreciates Veolia management involving Cascade in its decision.
- Cascade staff commented on a City of Buckley Mitigated Determination of Non-Significance (MDNS) on a major residential and commercial development in the City of Buckley that drains water into a new regional storm water pond located in Pierce County. The proposed pond will then drain into Wickersham Basin and into Cascade's flowline. Cascade's comments are centered around water quality protection. Following the comment period, the City of Buckley withdrew its MDNS and met with Cascade and the developer to resolve issues identified by Cascade. Cascade is working diligently with the developer, the City of Buckley, and Pierce County to resolve Cascade's comments as quickly as possible.
- 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.
- The fish screen has several pieces of mechanical and electrical equipment that demonstrated signs of impending failure or have failed. Cascade is working with RH2 to investigate and come up with a repair/replacement plan.

### **Water Efficiency**

- In June, Cascade provided 52 water education classroom programs for 1,374 students.
- Cascade completed the Cascade Gardener spring series. Eight classes were held with 873 attendees.
- Cascade is in discussions with the King County Housing Authority (KCHA) about the possibility of providing indoor water audits for KCHA properties in Cascade member areas. The audits may reveal potential opportunities for retrofitting old plumbing fixtures. KCHA is currently conducting an inventory of certain sites in response to the discussions.
- Cascade provided garden walking tours at Bellevue Botanical Gardens and Skyway Park.
- Cascade's partner, Tilth Alliance, provided several training sessions on sustainable gardening and drip irrigation at various locations.

## **Intergovernmental and Communications**

- On June 27, the Lake Tapps Municipal Advisory Committee (otherwise known as the “Four Cities”) met with Cascade, Auburn, Buckley, Bonney Lake, and Sumner in attendance. Board Chair Penny Sweet attended as the Board’s representative. Cascade shared background about Cascade and updates on operations and activities at the Lake Tapps Reservoir. The group discussed topics of shared interest such as future Cascade and city projects and the Corps’ delayed fish passage project.
- The U.S. Senate Committee on Environment and Public Works released draft per- and polyfluoroalkyl (PFAS) legislation for stakeholder comment. The bipartisan package seeks to improve the mitigation and remediation of PFAS contamination. Cascade sent a comment letter, consistent with its legislative agenda, requesting that any PFAS legislation include a specific provision to ensure that water utilities are expressly recognized as passive receivers of PFAS and granted a narrow exemption from liability.
- In the state legislative interim period, Cascade continues to monitor key water utility issues and prepare for the next legislative session. Issues include PFAS, utility relocation costs, low-income utility assistance and other potential legislation or agency policy work that impact utilities and water rights.
- Cascade added one new sponsorship to its list of 2023 sponsored events. Cascade will be sponsoring the Washington Association of Sewer & Water Districts (WASWD) 2023 Fall Conference and Trade Show in September. Sponsoring the conference supports Cascade’s purposes, including coordination and planning cooperatively with regional and local utilities.

## **Planning**

- Cascade led the development of the Water Supply Forum emergency management workshop that was held on June 20. Local and state emergency management offices, local health departments, state Department of Health, American Red Cross, Department of Homeland Security, FEMA, WAWARN, NW Healthcare Response Network, and Forum members attended the half-day workshop. The group discussed cross-functional coordination of roles and responsibilities between various agencies in preparation for, and in response to, a major emergency, with a focus on drinking water.

## **Attachments**

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

Cascade Water Alliance  
 Budget to Actual Expenditure Report  
 January 1- June 30, 2023  
 50% of the year completed

<b>Administration</b>	<b>Budget</b>	<b>Actual</b>	<b>Balance</b>	<b>% Expended</b>
Salaries	\$ 1,237,002	\$ 753,797	483,205	60.9%
Benefits	\$ 264,460	209,052	55,408	79.0%
Wellness program	5,000	77	4,923	1.5%
Prof. Fee (Technical)	260,000	71,929	188,071	27.7%
Prof. Fee (Legal)	645,000	301,354	343,646	46.7%
Prof. Fee (Audit)	84,500	66,100	18,400	78.2%
Prof. Fee (Other)	50,000	48,039	1,961	96.1%
Seismic Resiliency	100,000	0	100,000	0.0%
Meetings Expense	11,000	7,664	3,336	69.7%
Telephone/Internet	45,000	22,280	22,720	49.5%
Office Rent	488,152	52,192	435,960	10.7%
Office Supplies Admin.	15,000	7,486	7,514	49.9%
Equip. and Furniture	95,000	94,500	500	99.5%
Bank Fees	600	114	486	19.0%
Dues & Subscriptions	25,000	15,455	9,545	61.8%
Taxes/Licenses	15,000	11,397	3,603	76.0%
Travel	10,000	6,400	3,600	64.0%
Professional Dev.	10,000	6,163	3,837	61.6%
Computer Equipment	15,000	9,064	5,936	60.4%
Software Licenses	45,000	9,200	35,800	20.4%
Postage & Delivery	3,000	645	2,355	21.5%
Printing & Repro.	5,000	893	4,107	17.9%
Insurance	150,900	134,007	16,893	88.8%
Contingency	196,000	0	196,000	0.0%
<b>Total</b>	<b>\$ 3,775,614</b>	<b>\$ 1,827,810</b>	<b>\$ 1,947,804</b>	<b>48.4%</b>

<b>Debt Service</b>	<b>Budget</b>	<b>Actual</b>	<b>Balance</b>	<b>% Expended</b>
Bond Debt Service	9,199,941	4,777,846	4,422,096	51.9%
<b>Total</b>	<b>\$ 9,199,941</b>	<b>\$ 4,777,846</b>	<b>\$ 4,422,096</b>	<b>51.9%</b>

<b>Conservation</b>	<b>Budget</b>	<b>Actual</b>	<b>Balance</b>	<b>% Expended</b>
Salaries	\$ 138,910	\$ 51,467	\$ 87,443	37.1%
Benefits	34,705	13,016	21,689	37.5%
Prof. Fee (Technical)	35,000	12,771	22,229	36.5%
Prof. Fee (Legal)	75,000	0	75,000	0.0%
Dues & Subscriptions	20,000	709	19,291	3.5%
Rebate Reimb. Com.	75,000	47,248	27,752	63.0%
Irrigation Audit	25,000	1,250	23,750	5.0%
Comm. and Public I	312,500	205,785	106,715	65.9%
Misc. Serv. and Sup.	82,000	24,049	57,951	29.3%
<b>Total</b>	<b>\$ 798,115</b>	<b>\$ 356,294</b>	<b>\$ 441,821</b>	<b>44.6%</b>

<b>Com. and Intergovern</b>	<b>Budget</b>	<b>Actual</b>	<b>Balance</b>	<b>% Expended</b>
Salaries	\$ 140,746	\$ 77,418	\$ 63,328	55.0%
Benefits	\$ 30,509	19,072	11,438	62.5%
Prof. Fee (Technical)	12,500	11,390	1,110	91.1%
Prof. Fee (Other)	165,000	87,260	77,740	52.9%
Sponsorships	30,000	14,000	16,000	46.7%
Comm. and Public I	260,000	60,046	199,954	23.1%
<b>Total</b>	<b>\$ 638,755</b>	<b>\$ 269,186</b>	<b>\$ 369,569</b>	<b>42.1%</b>

<b>Operations-General</b>	<b>Budget</b>	<b>Actual</b>	<b>Balance</b>	<b>% Expended</b>
Wholesale Water	\$ 23,969,287	\$ 16,299,113	\$ 7,670,174	68.0%
Salaries	50,542	27,155	23,387	53.7%
Benefits	8,336	6,771	1,565	81.2%
BIP O&M	60,000	39,673	20,327	66.1%
Pipeline Prop. O&M	70,000	8,438	61,562	12.1%



Cascade Water Alliance  
Statement of Revenues and Expenditures  
From 1/1/2023 Through 6/30/2023

Attachment 2

Operating Revenue	
Water sales	\$ 17,991,870
Administrative dues	3,776,170
Conservation program	357,127
Total Operating Revenue	<u>22,125,167</u>
Operating Expenses	
Cost of water sold	9,587,713
Salaries and benefits	1,529,016
Professional services	816,061
Conservation program	45,438
Depreciation and amortization	1,898,953
Communication and public information	261,174
Office expenses	358,499
Operations	897,431
Bank charges	114
Rent	35,937
Maintenance	180,586
Dues and subscriptions	21,208
Miscellaneous	26,153
Total Operating Expenses	<u>15,658,283</u>
Operating Income	6,466,884
Non-Operating Revenue (Expenses)	
Interest income	619,858
Other income	28,356
Interest expense, net of amount capitalized	(973,680)
Total Non-Operating Revenue (Expenses)	<u>(325,467)</u>
Capital Contributions	
Regional Capital Facilities Charges	2,429,046
Increase in Net Assets	8,570,463
Net Assets, Beginning of Year	136,694,238
Net Assets, End of Year	\$ 145,264,701



Cascade Water Alliance  
Statement of Net Position  
As of 6/30/2023

Attachment 3

Assets	
Current Assets	
Cash and cash equivalents	\$ 34,026,734
Accounts receivable	5,161,515
Prepaid expenses	148,311
Total Current Assets	39,336,560
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	(59,772,453)
Total Capital Assets	106,799,236
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	19,936,734
Total Assets	298,566,121
Liabilities	
Current liabilities	
Payables and accrued liabilities	791,258
Accrued interest	1,050,730
Long-term debt current portion	
Bonds Payable-Current Portion	6,500,000
Other	39,474
Total Long-term debt current portion	6,539,474
Total Current liabilities	8,381,462
Long-term Liabilities	
Long-term debt	81,959,474
Tacoma contract	53,897,110
Seattle contract	5,000,000
Bond premium, net of amortization	3,559,924
Total Long-term Liabilities	144,416,509
Total Liabilities	152,797,970
Net Assets	
Restricted for debt service	103,920,737
Unrestricted	41,847,413
Total Net Assets	145,768,150
Total Liabilities & Net Assets	\$ 298,566,121

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
A Advanced Septic	1	Relief house septic system services	J. Shimada	1/11/2023	N/A	7/13/2023	100%	\$ 3,739	\$ 2,239	60%	\$ 1,500
Aquatechnex	1	Aquatic Plant Maintenance Program	J. Shimada	3/1/2023	12/31/2023	7/13/2023	80%	\$ 150,000	\$ 90,000	60%	\$ 60,000
Aspect	1	Water Supply Modeling	R. Hoffman	5/6/2020	N/A	7/13/2023	60%	\$ 24,900	\$ 14,888	60%	\$ 10,012
Aspect	2	Water Resources Services	R. Hoffman	8/17/2018	N/A	7/13/2023	98%	\$ 60,000	\$ 58,251	97%	\$ 1,749
Aspect	3	Climate Change Analysis	R. Hoffman	9/7/2022	12/31/2024	7/13/2023	8%	\$ 150,000	\$ 4,248	3%	\$ 145,753
Ben Bernstein Music	1	Podcast production	M. Brent	12/20/2022	12/31/2023	7/13/2023	20%	\$ 5,000	\$ 1,250	25%	\$ 3,750
Brilliant Marketing	1	We Need Water Strategy Planning	M. Brent	11/4/2022	12/31/2023	7/13/2023	35%	\$ 49,500	\$ 22,736	46%	\$ 26,764
Clark Nuber	1	Annual Financial Audit and Quarterly AUPs	R. Hoffman	1/1/2023	N/A	7/13/2023	85%	\$ 82,900	\$ 66,100	80%	\$ 16,800
Colehour and Cohen	1	Staffing for classes and events	M. Brent	1/1/2023	12/31/2023	7/13/2023	35%	\$ 98,000	\$ 33,695	34%	\$ 64,305
David Evans	1	On-call Land Surveyor	H. Chen	11/18/2022	12/31/2025	7/13/2023	20%	\$ 160,000	\$ 31,035	19%	\$ 128,965
David McGrath	1	Irrigation Efficiency Assistance	M. Brent	12/21/2022	12/31/2023	7/13/2023	0%	\$ 30,000	\$ -	0%	\$ 30,000
Environmental Science Assoc (ESA)	1	Aquatic Plant Management	H. Chen	11/17/2022	12/31/2023	7/13/2023	10%	\$ 35,000	\$ 21,453	61%	\$ 13,547
GeoEngineers Inc.	1	Dam Engineering/Hydrology/Geotech	H. Chen	1/1/2023	12/31/2023	7/13/2023	25%	\$ 170,000	\$ 33,418	20%	\$ 136,582
Gordon Thomas Honeywell	1	State legislative outreach	A. Bennett	1/1/2023	12/31/2023	7/13/2023	33%	\$ 84,000	\$ 42,000	50%	\$ 42,000
Herrera	1	On-call limnology services	M. Thung	12/1/2022	12/31/2025	7/13/2023	5%	\$ 45,000	\$ -	0%	\$ -
HDR	1	MMD Fish Passage Design Review	H. Chen	12/1/2015	N/A	7/13/2023	99%	\$ 1,041,100	\$ 1,040,562	100%	\$ 538
HDR	2	Conservation Plan Potential Assessment	M. Brent	5/21/2021	N/A	7/13/2023	99%	\$ 18,900	\$ 18,870	100%	\$ 30
Jacobs Engineering Group	1	Demand Forecast Model Support Services	M. Thung	8/20/2021	N/A	7/13/2023	5%	\$ 5,000	\$ -	0%	\$ 5,000
Jennergy	1	Website assistance	A. Bennett	1/1/2023	12/31/2023	7/13/2023	25%	\$ 36,500	\$ 11,390	31%	\$ 25,110
Johansen Excavating	1	Emergency Headgate Repair	H. Chen	5/5/2021	N/A	7/13/2023	98%	\$ 100,947	\$ 92,358	91%	\$ 8,589
Johansen Excavating	2	Flowline Outage Maintenance	J. Shimada	8/12/2021	N/A	7/13/2023	98%	\$ 540,000	\$ 387,899	72%	\$ 152,101
Johansen Excavating	5	Headgate actuator repair	J. Shimada	1/2/2023	3/31/2023	7/13/2023	100%	\$ 42,455	\$ 42,455	100%	\$ -
Johansen Excavating	4	Plunge Pool retaining wall	J. Shimada	7/2/2022	N/A	7/13/2023	98%	\$ 576,750	\$ 558,515	97%	\$ 18,235
Johansen Excavating	5	2022 Powerhouse overhead door	J. Shimada	7/22/2022	N/A	7/13/2023	100%	\$ 13,610	\$ 13,610	100%	\$ -
Langton Spieth	1	Community relations	A. Bennett	1/1/2023	12/31/2023	7/13/2023	33%	\$ 78,000	\$ 39,000	50%	\$ 39,000
Lake Tapps Construction	1	Rodent Odor Mitigation	J. Shimada	5/25/2022	3/31/2023	7/13/2023	100%	\$ 26,843	\$ 26,111	97%	\$ 732
Long Building Tech	1	Security Maintenance	H. Chen	8/12/2019	10/31/2022	7/13/2023	90%	\$ 55,000	\$ 46,509	85%	\$ 8,491
Media for International Development	1	WeNeedWater Video Production	A. Bennett	1/1/2023	12/31/2023	7/13/2023	30%	\$ 35,000	\$ 9,500	27%	\$ 25,500
Nature Vision	1	Classroom Water Education	M. Brent	1/1/2023	12/31/2023	7/13/2023	75%	\$ 100,000	\$ 71,384	71%	\$ 28,616
Okamoto Strategies, LLC	1	Capital Projects and Strategic Planning	H. Chen	6/21/2023	6/21/2024	7/13/2023	10%	\$ 25,000	\$ 1,856	7%	\$ 23,144
Pacifica Law	1	Legal Assistance	H. Chen	1/1/2023	12/31/2023	7/13/2023	8%	\$ 25,000	\$ -	0%	\$ 25,000
Parametrix	1	On Call Civ/Mech/Structural Eng	H. Chen	1/1/2023	12/31/2025	7/13/2023	15%	\$ 550,000	\$ 69,559	13%	\$ 480,441
Performance Dimensions	2	Executive Coaching Services	M. Thung	3/14/2022	12/31/2023	7/13/2023	70%	\$ 15,000	\$ 7,525	50%	\$ 7,475
Puget Sound Energy	1	Water Efficiency Rebates	M. Brent	1/1/2023	12/31/2023	7/13/2023	91%	\$ 50,000	\$ 45,438	91%	\$ 4,562
RH2	2	On-Call Electrical Engineering Svcs	H. Chen	1/1/2023	12/31/2023	7/13/2023	25%	\$ 125,000	\$ 36,393	29%	\$ 88,607
RH2	1	Security and SCADA	H. Chen	1/16/2020	N/A	7/13/2023	99%	\$ 494,807	\$ 494,795	100%	\$ 12
RH2	3	Wholesale Master Meter Eval	H. Chen	1/21/2020	3/31/2023	7/13/2023	8%	\$ 24,500	\$ 1,342	5%	\$ 23,158
Robinson Noble	1	Water Audits	E. Cebon	10/3/2019	N/A	7/13/2023	85%	\$ 135,060	\$ 112,485	83%	\$ 22,575
Ryatt Construction	1	Ford Property Demolition	C. Paulucci	5/25/2023	8/31/2023	7/13/2023	10%	\$ 70,000	\$ 4,125	6%	\$ 65,875
Sammamish Plateau Water	1	GIS support services	H. Chen	12/6/2022	N/A	7/13/2023	10%	\$ 50,000	\$ 4,655	9%	\$ 45,345
Sazan	1	On-call value analysis/engineering	J. Shimada	10/23/2023	10/23/2025	7/13/2023	10%	\$ 250,000	\$ -	0%	\$ 250,000
SC Words & Pictures Inc.	1	Design Services	A. Bennett	1/1/2023	12/31/2023	7/13/2023	15%	\$ 24,000	\$ 7,000	29%	\$ 17,000
Seattle Public Utilities	1	Garden Hotline	M. Brent	1/1/2023	12/31/2023	7/13/2023	67%	\$ 15,000	\$ 3,750	25%	\$ 11,250

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
SMC Consulting	1	Water Efficiency Consultant	M. Brent	1/1/2023	12/31/2023	7/13/2023	30%	\$ 24,500	\$ 12,771	52%	\$ 11,729
Sustainable Water	1	Teacher Fellows program	M. Brent	1/1/2023	12/31/2023	7/13/2023	33%	\$ 60,000	\$ 19,429	32%	\$ 40,571
Tacoma Pierce County HD	1	Tappswise monitoring at Lake Tapps	A. Bennett	1/1/2023	12/31/2023	7/13/2023	33%	\$ 120,000	\$ 40,127	33%	\$ 79,873
TeamLogic IT	1	Info Technology Consulting	C. Paulucci	1/1/2023	12/31/2023	7/13/2023	20%	\$ 136,275	\$ 44,569	33%	\$ 91,706
TechniArt	1	Website Orders	M. Brent	1/1/2023	12/31/2023	7/13/2023	20%	\$ 15,900	\$ 8,296	52%	\$ 7,604
Tilth Association	1	Garden Water Efficiency	M. Brent	1/1/2023	12/31/2023	7/13/2023	20%	\$ 24,500	\$ 8,899	36%	\$ 15,601
Upstream PBC	1	HydroForecast-Glacier Climate Change Analysis	M. Thung	11/1/2022	N/A	7/13/2023	5%	\$ 49,900	\$ 40,000	80%	\$ 9,900
Transpo Group	1	GIS Program Technical Support	J. Shimada	2/3/2022	7/31/2023	7/13/2023	95%	\$ 49,000	\$ 32,321	66%	\$ 16,679
Vanir Construction Management, Inc.	1	On-call Construction Management	J. Shimada	5/1/2021	12/31/2024	7/13/2023	50%	\$ 560,000	\$ 170,109	30%	\$ 389,891
VanNess Feldman	1	General Counsel	R. Hoffman	1/1/2023	12/31/2023	7/13/2023	45%	\$ 600,000	\$ 299,215	50%	\$ 300,785
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	7/13/2023	25%	\$ 2,508,165	\$ 777,316	31%	\$ 1,730,849
Water Value	1	Climate Study Advisory Services	M. Thung	6/16/2022	12/31/2023	7/13/2023	30%	\$ 22,500	\$ 6,962	31%	\$ 15,538
Winterbauer and Diamond	1	Legal Assistance	R. Hoffman	1/1/2023	12/31/2023	7/13/2023	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
Artisan Electric	1	Powerhouse Solar Energy Project	M. Brent	10/1/2021	12/31/2022	7/13/2023	100%	\$ 273,000	\$ 236,184	87%	\$ 36,816
Source Electric LLC	1	SCADA Improvements Project	H. Chen	5/1/2021	2/1/2022	7/13/2023	100%	\$ 809,122	\$ 809,122	100%	\$ -

Payment Authorization Warrants and Wire Transfers 7/26/23

WHOLESALE WATER

WIRE	Seattle Contract Payment 6/23	\$2,876,314.00
WIRE	Seattle Contract Payment 7/23	\$3,116,007.00
		<u>\$5,992,321.00</u>

CONSULTANTS

30789	Access Telephone Solutions, Inc.	\$3,257.14
30790	City of Bellevue	\$2,951.26
30805	GeoEngineers	\$33,418.11
30806	Gordon Thomas Honeywell Govern. Affair	\$7,000.00
30808	Langton/Spieth	\$6,500.00
30811	Parametrix	\$10,282.50
30812	Performance Dimensions Group	\$1,050.00
30813	RH2 Engineering, Inc.	\$12,930.61
30814	Sammamish Plateau Water & Sewer Distri	\$4,655.00
30816	Structured Cabling Solutions	\$1,091.95
30818	Transpo Group	\$543.75
30821	Van Ness Feldman, LLP	\$41,577.00
30830	Aspect Consulting	\$1,191.50
30836	SC Words & Pictures, Inc.	\$3,920.00
30846	Parametrix	\$15,958.25
30849	RH2 Engineering, Inc.	\$7,661.32
30857	bhc Consultants	\$961.95
30861	Clark Nuber P.S.	\$4,200.00
30866	Gordon Thomas Honeywell Govern. Affair	\$7,000.00
30868	Langton/Spieth	\$6,500.00
30876	Water Value LLC	\$675.00
30877	Transpo Group	\$3,342.50
30881	Environmental Science Associates (ESA)	\$21,452.70
30891	Tacoma Pierce County Health Department	\$11,518.53
30892	Van Ness Feldman, LLP	\$43,726.50
30895	Aspect Consulting	\$535.75
30904	RH2 Engineering, Inc.	\$1,668.79
30913	Hughes Marino	\$6,000.00
30916	Parametrix	\$5,265.00
30918	Tacoma Pierce County Health Department	\$13,862.07
30919	TeamLogic IT of Bellevue, WA	\$14,187.31
30921	Upstream Tech	\$30,000.00
30924	AquaTechnex	\$800.00
30927	David Evans and Associates Inc.	\$4,077.80
30928	Gordon Thomas Honeywell Govern. Affair	\$7,000.00
30930	Jennergy	\$3,810.00
30933	Okamoto Strategies LLC	\$1,856.25
30934	Ryatt Construction, LLC	\$379.47
30937	Upstream Tech	\$10,000.00
30945	Langton/Spieth	\$6,500.00
30949	TeamLogic IT of Bellevue, WA	\$9,027.45
30950	Transpo Group	\$4,521.25
30952	Van Ness Feldman, LLP	\$9,808.50
		<u>\$382,665.21</u>

SALARY, BENEFITS AND EXPENSE REIMBURSEMENTS

	Payroll (May)	\$164,120.02
	Payroll (June)	\$169,666.58
30804	Linda Moreno	\$44.87
30807	HRA VEBA Trust	\$1,372.00
30826	MissionSquare-107080	\$49,293.63
30827	MissionSquare-304525	\$26,772.75
30831	AWC Employee Benefit Trust	\$27,944.96
30838	James Amspacher	\$78.90
30839	Joseph Mickelson	\$125.00
30840	Christopher N. Paulucci	\$1,906.08
30841	HRA VEBA Trust	\$1,470.00
30865	Paula Anderson	\$13.31
30896	AWC Employee Benefit Trust	\$25,531.31
30906	MissionSquare-107080	\$79,496.70
30907	MissionSquare-304525	\$26,774.75
		<u>\$574,610.86</u>

GENERAL

30794	CIT	\$2,393.34
30796	CLEARFLY	\$548.30
30797	Code Publishing Co.	\$137.63
30799	Comcast	\$214.88
30800	Comcast	\$559.26
30801	Comcast	\$1,652.40
30802	DEPARTMENT OF COMMERCE	\$40,065.80
30809	McClatchy Company LLC	\$251.14
30815	Shred-it USA LLC	\$342.92
30819	U.S. BANK	\$13,137.53
30820	Utilities Underground Location Cente	\$5.16
30822	Verizon Wireless	\$135.03
30823	Washington State Department of Rev	\$81.00
30824	Woodinville Print	\$265.34
30832	AT&T FirstNet	\$407.56
30833	Bellevue Gateway One Equities, LLC	\$13,895.37
30842	Leadership Eastside	\$2,500.00
30845	Pacific Office Automation	\$265.36
30851	Sound Publishing Inc.	\$4,500.00
30852	spot-on print & design	\$471.23
30862	CLEARFLY	\$540.12
30863	Comcast	\$546.64
30864	Covington Water District	\$280.77
30867	Greater Issaquah Chamber of Comm	\$3,500.00
30872	Pacific Office Automation	\$330.30
30875	spot-on print & design	\$130.47
30878	U.S. BANK	\$10,199.24
30879	CIT	\$2,187.84
30882	Hansen Bros. Moving & Storage	\$19,464.06
30883	Lakemont Business Services Inc.	\$226.00
30886	Pacific Office Automation	\$175.79
30887	Puget Sound Energy	\$8.35
30889	Sound Publishing Inc.	\$1,300.00
30890	Staples Advantage	\$340.69
30893	Verizon Wireless	\$270.06
30897	AT&T FirstNet	\$407.56
30902	Pacific Office Automation	\$265.36
30909	The Chamber Collective	\$325.00
30911	Comcast	\$536.64
30922	Washington State Department of Rev	\$454.66
30926	CLEARFLY	\$539.98
30929	Janice Thomas	\$90.00
30936	Staples Advantage	\$174.12
30938	Verizon Wireless	\$135.03
30942	Bellevue Gateway One Equities, LLC	\$16,254.96
30944	CIT	\$2,187.84
30946	Pacific Office Automation	\$892.91
30947	Pacific Office Automation	\$276.58
30948	spot-on print & design	\$704.95
30951	U.S. BANK	\$12,363.15
		<u>\$156,938.32</u>

EQUIPMENT, COMPUTER, AND SOFTWARE

30828	Abila	\$272.69
30856	Deere & Company	\$70,248.85
30859	Catalyst Workplace Activation	\$19,157.52
30894	Abila	\$272.67
30910	Catalyst Workplace Activation	\$11,328.53
30912	HRA VEBA Trust	\$1,470.00
		<u>\$102,750.26</u>

CONSTRUCTION

30787	HDR	\$83,507.91
30788	Johansen Construction Company, Inc	\$25,526.26
30825	HDR	\$77,460.91
30923	Ryatt Construction, LLC	\$3,745.31
30939	HDR	\$12,129.75
30940	Pape Machinery Inc.	\$113,230.48
		<u>\$315,600.62</u>

CONSERVATION

30791	Ben Bernstein Music	\$450.00
30792	BRILLIANT MARKETING LLC	\$2,222.50
30795	City of Seattle	\$3,750.00
30798	Colehour and Cohen	\$5,766.81
30810	Nature Vision, Inc.	\$13,181.39
30817	Sustainable Seattle dba Sustainabili	\$4,200.00
30829	AM Conservation Group, Inc.	\$1,809.85
30834	Ben Bernstein Music	\$100.00
30835	City of Seattle	\$10,653.88
30837	Emily Bishton	\$500.00
30843	Lisa Taylor	\$600.00
30848	Puget Sound Energy	\$37,778.05
30850	SMC Consulting LLC	\$3,357.50
30853	Techniart C S D	\$385.35
30858	BRILLIANT MARKETING LLC	\$2,696.25
30870	Makarios Communications	\$500.00
30871	Nature Vision, Inc.	\$19,536.50
30873	Puget Sound Energy	\$513.56
30874	Tilth Alliance	\$5,869.88
30880	Colehour and Cohen	\$8,580.05
30885	Lisa Taylor	\$300.00
30898	Christina Pfeiffer	\$400.00
30901	NW Bloom	\$2,445.75
30903	Puget Sound Energy	\$1,987.50
30905	Techniart C S D	\$578.30
30908	Ben Bernstein Music	\$300.00
30914	Marianne Binetti	\$500.00
30915	Nature Vision, Inc.	\$9,636.49
30920	Techniart C S D	\$4,954.50
30932	Nita-Jo Rountree	\$300.00
30935	SMC Consulting LLC	\$2,571.25
30943	BRILLIANT MARKETING LLC	\$2,557.50
		<u>\$148,982.86</u>

LAKE TAPPS

30793	Cintas Corporation	\$7.82
30803	US Geological Survey (USGS)	\$107,822.67
30844	National Barricade Company, LLC	\$289.83
30847	Puget Sound Energy	\$318.76
30854	Veolia Water North America	\$192,157.05
30855	Washington Crane & Hoist Compan	\$51,961.88
30860	Cintas Corporation	\$137.84
30869	Linde Gas & Equipment Inc.	\$400.25
30884	Linde Gas & Equipment Inc.	\$388.27
30888	Robblee's Total Security, Inc.	\$1,156.50
30899	Cintas Corporation	\$237.66
30900	Linde Gas & Equipment Inc.	\$3.03
30925	Cintas Corporation	\$137.84
30931	National Barricade Company, LLC	\$531.16
30941	AquaTechnex	\$89,200.40
		<u>\$444,750.96</u>

DESTROYED AND VOIDED CHECKS:

30492; 30917; 30934

<b>Total Warrants</b>	\$2,126,299.09
<b>Total Wires</b>	\$5,992,321.00
<b>Total warrants/wire transfers authorized for July 2023</b>	<b>\$8,118,620.09</b>

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Edward Cebron, Chief Economist/Treasurer

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Allan Ekberg, Secretary/Treasurer

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

	Operating Fund	Construction Fund	Bond Fund	RCFC Fund	Water Supply Development Fund	Rate Stabilization Fund	US Bank Payroll Account	All Funds
<b>Beginning Balances, June 1</b>	<b>\$ 18,269,458</b>	<b>\$ 9,503,406</b>	<b>\$ 10,957,708</b>	<b>\$ -</b>	<b>\$ 10,689,069</b>	<b>\$ 2,175,978</b>	<b>\$ -</b>	<b>\$ 51,595,618</b>
<b>Additions:</b>								
Cash received	\$ 7,063,256	\$ 26,002	\$ 10,138	\$ -	\$ 15,546	\$ 5,875	\$ -	\$ 7,120,817
Transfers from other Cascade funds	\$ -	\$ -	\$ 709,808	\$ -	\$ -	\$ -	\$ 171,608	\$ 881,416
<b>Total additions</b>	<b>\$ 7,063,256</b>	<b>\$ 26,002</b>	<b>\$ 719,946</b>	<b>\$ -</b>	<b>\$ 15,546</b>	<b>\$ 5,875</b>	<b>\$ 171,608</b>	<b>\$ 8,002,232</b>
<b>Subtractions:</b>								
Bank fees, payroll, and bond payments	\$ 1,053	\$ 554	\$ 1,079	\$ -	\$ 708	\$ 125	\$ 171,608	\$ 175,127
Warrants paid	\$ 661,464	\$ 44,723	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 706,187
Wire and other electronic payments	\$ 2,876,314	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,876,314
King Co. Investment Pool impairment (realized)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
King Co. Investment Pool impairment (retained)	\$ (469)	\$ (397)	\$ (217)	\$ -	\$ -	\$ (58)	\$ -	\$ (1,142)
Transfers to other Cascade funds	\$ 881,416	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 881,416
<b>Total subtractions</b>	<b>\$ 4,419,777</b>	<b>\$ 44,879</b>	<b>\$ 862</b>	<b>\$ -</b>	<b>\$ 708</b>	<b>\$ 67</b>	<b>\$ 171,608</b>	<b>\$ 4,637,901</b>
<b>Ending Balances, June 30, 2023</b>	<b>\$ 20,912,937</b>	<b>\$ 9,484,529</b>	<b>\$ 11,676,792</b>	<b>\$ -</b>	<b>\$ 10,703,906</b>	<b>\$ 2,181,785</b>	<b>\$ -</b>	<b>\$ 54,959,949</b>



MEETING MINUTES OF THE  
BOARD OF DIRECTORS REGULAR MEETING  
VIA ZOOM  
MAY 24, 2023

**1. CALL TO ORDER**

At 3:30 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 Tukwila (Ekberg<sup>1</sup>), Sammamish Plateau Water & Sewer District (Warren), and Skyway Water and Sewer District (Ault)

Board Member Absent: City of Redmond (Birney)

Board Alternates Present: City of Bellevue (Stokes), City of Redmond (Anderson)

**3. PUBLIC COMMENT**

None.

**4. APPROVAL OF AGENDA**

**Motion by Mr. Warren and second by Mr. Stokes to approve the meeting agenda as presented.**

**Motion by Mr. Warren and second by Mr. Ault to amend the meeting agenda and move Item 6E to 8C/Other Action Items (*Motion to authorize the Chief Executive Officer to enter into a contract with the highest rated firm by Cascade's Selection Committee to perform routine security equipment maintenance and related services at the White River – Lake Tapps Reservoir project in an amount not-to-exceed \$90,000*). Motion carried unanimously (6-0).**

**At the question, motion carried unanimously (6-0) to approve the meeting agenda as amended.**

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

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

**6. CONSENT ITEM**

A. Board Meeting Minutes for March 22, 2023.

<sup>1</sup> Arrived at 3:37 p.m.

- B. Meeting Minutes of the Special Board Drinking Water Quality Policy Framework Workshop for March 29, 2023.
- C. Meeting Minutes of the Special Board Meeting for May 9, 2023.
- D. Motion to authorize the Chief Executive Officer to execute a contract with Ryatt Construction for the demolition and asbestos remediation of the Ford property in an amount not-to-exceed \$70,000.
- E. ~~Motion to authorize the Chief Executive Officer to enter into a contract with the highest rated firm by Cascade's Selection Committee to perform routine security equipment maintenance and related services at the White River—Lake Tapps Reservoir project in an amount not to exceed \$90,000. Agenda Item 6E moved to Agenda Item 8C/Other Action Items.~~
- F. Motion to authorize the Chief Executive Officer to award and execute a contract to fabricate and install a replacement hydraulic power unit and related flow control system components in the Valve House in an amount not-to-exceed \$97,000.

**Motion by Mr. Warren and second by Mr. Ault to approve Consent Action Items A-F as presented. Motion carried unanimously (7-0).**

- G. Motion to adopt Resolution 2023-10 authorizing the Chief Executive Officer, in consultation with legal counsel, to finalize and execute a 5- year temporary construction easement to be granted by Cascade Water Alliance to the U.S. Army Corps of Engineers, related to the Corps' Mud Mountain Dam Fish Passage Project, substantially in the form included in the Board Packet.

**Motion by Mr. Warren and second by Mr. Joe to approve Consent Action Item G as presented. Motion carried unanimously (6-0), with Ms. Anderson recusing herself from the vote.**

## **7. PRESENTATION**

- A. Sumner White River Restoration Project Update.

City of Sumner representatives: Mayor Kathy Haden, Robert Wright, and Andrea Marquez; and Natural System Design representative Steve Winter, provided a presentation about one stretch of the White River through Sumner that poses challenges for wildlife, infrastructure, and the regional economy. In 2015, the State of Washington invested \$824,000 for Sumner to lead a dialogue group regarding a small stretch of the river. It became a full comprehensive plan of four companion projects for the full stretch of the White River through Sumner.

The White River's flow sparked a 100-year-old fight that involved two counties, a lawsuit and even dynamite. The river now flows against its natural course through Sumner. At the time, dredging and Mud Mountain Dam offered protection against flooding. However, sediment is building up in the Lower White River where the river flows through the City of Sumner, degrading habitat for endangered salmon and increasing flood risk to surrounding areas, even in normal storm events.

The restoration project will restore 170 acres of floodplain, riparian, and wetland habitat in the Lower White River, significantly increasing high quality habitat for salmon. Connected floodplains give the river room to spread out and slow down during high water, reducing flood risk for the surrounding community.

Mr. Warren asked how future sedimentation will be minimized. Mr. Winter discussed some of the geological challenges with sedimentation, and some of the mitigation efforts being considered.

## 8. OTHER ACTION ITEMS

- A. Motion to adopt Resolution No. 2023-11 adopting Cascade's Drinking Water Quality Policy Framework.

Melina Thung, Cascade Chief of Staff, reviewed Resolution No. 2023-11 adopting Cascade's Drinking Water Quality Policy Framework. The draft was included in the Board Packet. The results of the recently completed two-year water quality sampling and monitoring study indicate that the Lake Tapps Reservoir is currently healthy with low levels of pollutants. Maintaining the reservoir's water quality is critical to protect its resiliency and reliability as a future source of drinking water for Cascade Members. Since the reservoir will not be developed for municipal supply for many years, the Board asked staff to provide guidance on what water quality actions should be taken prior to building out the reservoir. This includes the timing of and investment amounts for water quality activities.

If approved, the Board will review the Policy Framework on a biennial basis and modify it as needed. In addition, Cascade staff will update the Board on the status of the drinking water quality program on a regular basis (at least annually). The update will include information on recommendations made in Herrera's 2022 Year 2 Water Quality Data Report, proposed actions that were presented to the Board, actions that staff considered but did not move forward, and future actions that staff wish to explore and will need future budget authorization.

**Motion by Mr. Warren and second by Ms. Anderson to adopt Resolution No. 2023-11 adopting Cascade's Drinking Water Quality Policy Framework. Motion carried unanimously (7-0).**

- B. Motion to authorize the Chief Executive Officer to implement a pilot project during 2023 that allows homeowner associations and individual homeowners to utilize Cascade's Aquatic Plant and Algae Management general permit when they contract directly with the contract applicator used by Cascade to chemically treat Eurasian Milfoil in the Lake Tapps Reservoir.

Melina Thung said that it appears that one Homeowner's Association and several individuals will participate in the proposed 2023 pilot program for milfoil treatment. If approved by the Board, pilot participants will contract directly with Cascade's applicator to chemically treat milfoil outside of Cascade's planned treatment areas, under Cascade's permit. Cascade staff will evaluate the pilot and present the results and recommendations to the Board later in the year. Information will be made available to homeowners about the pilot project.

**Motion by Mr. Barksdale and second by Mr. Warren to authorize the Chief Executive Officer to implement a pilot project during 2023 that allows homeowner associations and individual homeowners to utilize Cascade's Aquatic Plant and Algae Management general permit when they contract directly with the contract applicator used by Cascade to chemically treat Eurasian Milfoil in the Lake Tapps Reservoir. Motion carried unanimously (7-0).**

- C. Motion to authorize the Chief Executive Officer to enter into a contract with the highest rated firm by Cascade's Selection Committee to perform routine security equipment maintenance and related services at the White River – Lake Tapps Reservoir project in an amount not-to-exceed \$90,000. *Moved from Agenda Item 6E.*

Henry Chen, Cascade Engineering & Capital Projects Director, explained that Phase 1 of the Security Improvement Program was completed in the summer of 2018. In 2022, Cascade began construction and completed construction work in 2023 on the remaining phase of this program. As with newly acquired assets, this predominantly mechanical and electrical equipment requires annual, scheduled maintenance to ensure proper performance. The scope of this contract is to provide routine, scheduled equipment maintenance and related services for all security equipment installed



between 2018 and 2023. The related services include unscheduled problem diagnosis and remediation and minor system add-ons. Mr. Chen said that the recommended amount of \$90,000 has been revised to \$120,000.

**Motion by Mr. Ault and second by Ms. Anderson to authorize the Chief Executive Officer to enter into a contract with the highest rated firm by Cascade’s Selection Committee to perform routine security equipment maintenance and related services at the White River – Lake Tapps Reservoir project in an amount not-to-exceed \$120,000. Motion carried unanimously (7-0).**

**9. COMMITTEE REPORTS**

- A. Executive Committee – Meeting held May 4, 2023. Meeting recap included in the Board Packet.
- B. Finance & Management Committee – Meeting held March 21, 2023. Meeting recap included in the Board Packet.
- C. Public Affairs Committee – Meeting held April 5, 2023 and May 3, 2023. Meeting recap included in the Board Packet.
- D. Resource & Management Committee – Meeting held April 19, 2023. Meeting recap included in the Board Packet.

**10. NEW BUSINESS**

None.

**11. NEXT REGULAR MEETING**

The next regular Board meeting will be held on June 28, 2023 at 3:30 p.m.

**12. ADJOURN**

The meeting adjourned at 4:38 p.m.

APPROVED BY:

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Penny Sweet, Chair

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Angela Birney, Vice-Chair

## AGENDA MEMORANDUM

### SUBJECT

Motion to authorize the Chief Executive Officer to issue a Request for Proposals (RFP) for a consultant to develop a water quality management plan that identifies specific strategies and actions to protect the Lake Tapps Reservoir's water quality for future municipal use – "*Water Quality Management Plan*" (WQMP).

### BACKGROUND

Results of the recently completed two-year water quality sampling and monitoring study by Cascade's consultant, Herrera, indicate that the Lake Tapps Reservoir is currently healthy with low levels of pollutants. Maintaining the Reservoir's water quality is critical to protect its resiliency and reliability as a future source of drinking water for Cascade's Members. Water quality is key to reducing the risks of shortening the life of the Reservoir, experiencing higher capital and operating costs for the future treatment plant, and experiencing operational problems at the treatment plant and supply disruptions.

Since the Reservoir will not be developed for municipal supply for many years, on May 24, 2023 the Board approved Cascade's *Drinking Water Quality Policy Framework*. The *Policy Framework* provides Cascade staff with guidance on what potential water quality programs, projects, policies, and other activities should be considered prior to building out the Reservoir. This includes the timing of and investment amounts for water quality activities.

As its first proposed activity, Cascade staff recommends hiring a consultant to develop a water quality management plan that will identify the highest priority, most impactful, and most cost-effective strategies and actions to protect the Lake Tapps Reservoir's water quality for future municipal use – "*Water Quality Management Plan*" (WQMP). The WQMP is not intended to address non-water quality issues in the Reservoir such as strategies to improve recreational uses, boat management, fisheries and wildlife, or habitat.

Cascade staff evaluated the proposed WQMP via the *Policy Framework* (Attachment 1) and determined that it meets all Threshold Criteria and most of the Additional Criteria. One of the benefits of the WQMP is that it will take a wholistic approach by prioritizing and sequencing a menu of potential actions to optimize water quality benefits in a cost-effective manner. This includes exploring Herrera's recommendations in their 2022 report. This approach is expected to result in better outcomes than the alternative of taking a piecemeal approach (presenting individual proposed actions over time for Board consideration and approval).

If this Motion is adopted, Cascade staff will issue the RFP, negotiate the terms of a contract, and seek Board approval to contract with the selected firm. During the WQMP's development, Cascade staff will regularly check in with the consultant to ensure the Plan is meeting scope, schedule, and budget. Staff will also provide updates on the WQMP's progress to the Resource Management Committee and the Board. If any of the consultant's recommendations involve parties external to Cascade, partnering with these entities will be important to successful implementation. Staff will consult with the Board prior to engaging with external parties. The completed WQMP will be presented to the Board for consideration and approval as a planning

document. At that time, the Board may direct Cascade to seek future Board approval for any of the proposed actions before they are implemented.

Cascade staff presented this proposed WQMP to the Resource Management Committee, and the Committee supported forwarding this to the Board for consideration and approval.

**PROCUREMENT PROCESS**

Cascade will issue an RFP and will seek Board approval to hire the most qualified firm at the September Board meeting.

**FISCAL IMPACT**

The estimated cost of the WQMP is \$150,000, spread between 2023 and 2024. Once the consultant is selected, staff will seek Board approval for the proposed contract amount.

Budget Line	2023 Operations Budget	Spent and Committed to Date	Available 2023 Budget	This Action	2023 Remaining Balance
WQ Management Plan	\$100,000	\$0	\$100,000	\$50,000	\$50,000
Budget Line	2024 Operations Budget	Spent and Committed to Date	Available 2024 Budget	This Action	2024 Remaining Balance
WQ Management Plan	\$150,000	\$0	\$150,000	\$100,000	\$50,000

**OPTIONS**

1. Adopt a motion to authorize the Chief Executive Officer to issue a Request for Proposals (RFP) for a consultant to develop a water quality management plan that identifies specific strategies and actions to protect the Lake Tapps Reservoir’s water quality for future municipal use – “*Water Quality Management Plan*” (WQMP).
2. Do not approve the issuance of an RFP for the development of a water quality management plan and provide alternate direction to staff.

**RECOMMENDATION**

Adopt a motion to authorize the Chief Executive Officer to issue a Request for Proposals (RFP) for a consultant to develop a water quality management plan that identifies specific strategies and actions to protect the Lake Tapps Reservoir’s water quality for future municipal use – “*Water Quality Management Plan*” (WQMP).

**ATTACHMENTS**

1. Application of the Drinking Water Quality Framework
2. Draft Request for Proposals

## ATTACHMENT 1

### APPLICATION OF THE DRINKING WATER QUALITY POLICY FRAMEWORK

#### PROPOSED ACTION: WATER QUALITY MANAGEMENT PLAN

##### I. BRIEF DESCRIPTION

Issue a Request for Proposals (RFP) for a consultant to develop a water quality management plan that identifies the highest priority, most impactful, and most cost-effective strategies and actions **to protect the Lake Tapps Reservoir's water quality for future municipal use** – “Water Quality Management Plan” (WQMP). The WQMP will focus on a menu of recommended actions to reduce the amount of nutrients entering the Reservoir to slow down or even reverse the Reservoir's aging process. In addition to reducing the risk of shortening the life of the Reservoir, this could reduce future capital and operating treatment costs and reduce the risk of experiencing operational problems and supply disruptions. Implementation of some of the WQMP's recommendations will likely require involvement of non-Cascade parties. As such, the WQMP can serve as the basis to work with the State, County, cities, and/or property owners to implement actions that benefit the Reservoir's water quality.

The final WQMP would be presented to the Board for consideration and approval as a planning document. At that time, the Board may direct Cascade to seek future Board approval for any of the proposed actions before they are implemented. Attached is the draft Request for Proposals.

##### II. POLICY DRIVERS

Of the six Policy Drivers in the Board's *Drinking Water Quality Policy Framework*, dated May 24, 2023, the following are applicable to the proposed action.

Driver	Explanation
Primary: Future Treatment Plant Requirements for Drinking Water.	Implementation of the WQMP's recommendations is likely to improve raw water quality in the Reservoir. Improved raw water quality could reduce up front capital costs and ongoing operating costs for future drinking water treatment. It could also reduce the risk of experiencing operational problems at the treatment plant which would in turn result in avoided additional operating and capital costs.
Secondary: All other drivers except Being a Good Community Steward.	The need for others to meet their responsibilities regarding water quality is also a driver in developing a WQMP, as are meeting obligations and operational needs, and taking advantage of partnerships and funding opportunities.

### III. THRESHOLD CRITERIA

Each of the four Threshold Criteria in the Board's *Drinking Water Quality Policy Framework*, dated May 24, 2023, are met as follows:

Threshold Criterion	Criterion Met?	Explanation
A. Is within Cascade's Purposes and Powers (or the powers of its partner(s)).	Yes	Cascade Code 3.3.a states that one of Cascade's Purposes is to "Provide a safe, reliable and <b>high quality</b> drinking water supply to meet the current and projected demands of Cascade Members..."
B. Meets one or more Board-adopted Strategic Plan Goals.	Yes	This proposed action meets Goal 1: "Optimize Cascade's assets to support current and future needs". It specifically meets Strategy 1 under Goal 1: "Implement strategies and make investments to protect the Lake Tapps Reservoir as a future drinking water supply."
C. Specific drinking water quality benefits to Cascade can be identified.	Yes	The WQMP will identify actions to reduce the amount of nutrients entering the Reservoir to slow down or even reverse the Reservoir's aging process and protect the quality of the future drinking water source. Specific benefits for each proposed action will be identified in the WQMP.
D. Cascade has staffing capacity to implement the project.	Yes	This work will be contracted out via an RFP. Staff time to manage the contract and engage with the consultant is available.

### IV. ADDITIONAL CRITERIA

Each of the six Additional Criteria in the Board's *Drinking Water Quality Policy Framework*, dated May 24, 2023, have been considered, and most are met, as follows:

Additional Criterion	Criterion Met?	Explanation
E. Funding is available.	Yes	There is \$100,000 in the 2023 Water Quality budget and \$150,000 in the 2024 budget. The estimated cost of the WQMP is \$150,000, spread between 2023 and 2024.
F. Project is cost-beneficial (benefits exceed costs over the project's life).	Cannot be quantified	The development of a WQMP in itself will not generate quantifiable benefits unless it leads to an increased ability to attract third party dollars. The main benefits will come from implementing the proposed actions in the WQMP. The selected consultant will be required to identify the costs and benefits of each proposed action in the WQMP.
G. Ease of implementation.	Yes	This work will be contracted out to a consultant.
H. Reduces Cascade's risk or still results in benefits if risk doesn't materialize.	Yes	This action reduces the risk of violating the White River Management Agreement Section II.K.1.a: "The Parties shall...facilitate development of a management plan that would protect the water quality of the Lake Tapps Reservoir to the maximum extent practicable..." Implementing the proposed actions in

Additional Criterion	Criterion Met?	Explanation
		the WQMP could reduce future financial risks associated with the treatment plant. They could also lower the risk of experiencing operational problems at the treatment plant which could result in interrupted or reduced water supply.
I. Maintains or enhances Cascade's relationships with key stakeholders.	Possibly	Having a water quality plan may enhance Cascade's relationship with the Tribes as described in Criterion H. It could also enhance relationships with partner agencies, such as Pierce County, by identifying proposed actions that offer opportunities to collaborate.
J. Maintains or improves public trust (e.g. consumer confidence).	Yes	A plan that seeks to protect the Lake Tapps Reservoir's water quality should increase members' and the community's confidence in the Reservoir as a future source of drinking water.

**V. Alternatives**

An alternative to developing a WQMP is for Cascade staff to identify individual proposed actions as they arise and present each one separately for Board consideration and approval, using the *Drinking Water Quality Policy Framework*. This alternative to the WQMP will lower consultant costs in 2023-2024 but could increase them over time since staff will likely need consultant help to develop each individual proposed action. The main downside to this alternative versus a WQMP is that it takes a piecemeal approach rather than a wholistic one. Taking a wholistic approach with the WQMP would prioritize and sequence a portfolio of proposed actions to optimize water quality benefits in a cost-effective manner.

**VI. Cascade Staff Recommendation**

Staff recommend hiring a consultant to develop a drinking water quality management plan. This proposal meets all Threshold Criteria and most Additional Criteria. It also takes a wholistic approach which is expected to result in better outcomes than the alternative of taking a piecemeal approach. A WQMP that identifies the highest priority actions Cascade and other entities can implement are likely to prolong the life of the Lake Tapps Reservoir, reduce up-front capital costs and ongoing operating costs for future drinking water treatment, and reduce the risk of experiencing operational problems at the treatment plant.

If the Board approves this proposal, staff will issue a Request for Proposals by early August and seek approval to hire the most qualified firm at the September RMC and Board meetings.

## **ATTACHMENT 2**

### **Request for Proposals**

#### **BACKGROUND:**

Cascade is a municipal corporation comprised of seven member agencies (five cities and two water and sewer districts) and was established in 1999 to provide clean, safe, reliable water supply to its members. Cascade purchased the White River-Lake Tapps Reservoir system from Puget Sound Energy (PSE) in 2009 as a key element of its long-term municipal water supply portfolio. In 2010, the Washington State Department of Ecology issued water right permits to Cascade for diversion from the White River, storage in the Lake Tapps Reservoir (Reservoir), withdrawal for municipal purposes, and a change in approved uses under a PSE hydro claim. The water right permits require construction to start by December 31, 2065 with full water use by December 31, 2085.

The major water source to the Reservoir is from the White River through a diversion dam and a canal (or "Flowline"). The Flowline is approximately eight miles long and multiple sources of inflow to the Flowline occur from within the White River Basin. Lake Tapps Reservoir has a surface area of 4.2 square miles and has 45 miles of shoreline. The maximum depth is 80 feet with a mean depth of approximately 25 feet. The Reservoir was created in 1911 when an impoundment for power generation joined together four smaller lakes. At the time of the initial diversion and impoundment, the region around the Reservoir was sparsely populated, and hydroelectric power generation was the sole use. Today, the shoreline is almost entirely developed with residential homes. Approximately 1,500 residences are immediately adjacent to the Reservoir with approximately 5,050 residences located within 0.25 miles.

Lake Tapps Reservoir was operated as a hydropower facility by PSE until 2004. Cessation of power generation and Cascade's purchase of the Reservoir in 2009 changed the operation of the Reservoir. Flow rates through the Reservoir have been greatly reduced compared to those during power operation (2000 cfs), to flows ranging from less than 10 cfs to approximately 600 cfs (averaging approximately 40-50 cfs). Although the Powerhouse is no longer used for power generation, water released from the Reservoir is still routed through the Powerhouse into a tailrace canal and back to the White River.

While building out the Lake Tapps Reservoir municipal supply project will not occur for many years, water quality is key to maintaining the reliability and resiliency of the Reservoir as a future source of drinking water. Cascade recently completed a two-year monitoring and sampling program which indicates that the Reservoir is healthy and at the oligotrophic state with low levels of pollutants. However, if proactive measures are not taken to protect the Reservoir's water quality, it could become mesotrophic by the time it becomes a source of municipal supply. Degradation of the raw water quality would also likely increase future water treatment costs and increase the risk of operational problems at the treatment plant.

In addition to the two-year monitoring program, Cascade's water quality efforts to date include:

- Treating Eurasian watermilfoil (milfoil) annually with a chemical herbicide (ProcellaCOR) of milfoil;
- Partnering with Tacoma Pierce County Health Department on the [TappsWise Program](#) which provides homeowners with information for them to help improve the Reservoir's water quality, such as natural yard care practices;
- Collaborating with Tacoma Pierce County Health Department to remind and encourage homeowners to have their septic systems regularly inspected;
- Coordinating with Bonney Lake, Buckley, and Pierce County to minimize water quality impacts from new development; and
- Completing an inventory of the sources of stormwater outfalls to the Flowline along its eight-mile length and around the Lake Tapps Reservoir.

## **PROJECT DESCRIPTION:**

Cascade seeks to hire a consultant to develop a water quality management plan that identifies the highest priority, most impactful, and most cost-effective strategies and actions **to protect the Lake Tapps Reservoir's water quality for future municipal use**, entitled the *Water Quality Management Plan (WQMP)*. The WQMP will focus on a menu of actions to reduce the amount of nutrients entering the Reservoir to slow down or even reverse cultural eutrophication. In addition to prolonging the life of the Reservoir, these actions could reduce future treatment costs and reduce the risk of experiencing operational problems at the treatment plant.

The WQMP will use existing information and data on the conditions and management of the Reservoir's watershed, hydrology, operations, water quality, and aquatic invasive species from documents such as the following:

- *Quality of Water in the White River and Lake Tapps, Pierce County, Washington, May-December 2010*, U.S. Geological Survey, 2010
- *White River Basin Plan*, Pierce County Public Works & Utilities Surface Water Management, 2012
- *Lake Tapps Integrated Aquatic Vegetation Management Plan*, Tetra Tech, 2015
- *Lake Tapps Reservoir Water Quality Monitoring Program Plan*, Aspect Consulting, 2018
- *Water Quality Data Report – Flowline Stormwater Monitoring Project*, Herrera Environmental Consultants, 2019
- *Water Supply Utility Survey Technical Memo*, Herrera Environmental Consultants, 2018
- *Flowline Stormwater Treatment Evaluation Technical Memo*, Herrera Environmental Consultants, 2019
- *Year 2 Water Quality Data Report – Lake Tapps Reservoir Water Quality Monitoring Program*, Herrera Environmental Consultants, 2022

### **The WQMP engagement will include the following key tasks:**

1. Nutrient Loading Projections. Identify potential impacts of nutrient inputs to the future drinking water supply based on current watershed conditions and Reservoir operations, including the phosphorous budget that's described in the *Year 2 Water Quality Data Report – Lake Tapps Reservoir Water Quality Monitoring Program* document.
2. Goals, Objectives, and Success Measures. Based on the Task 1 *Projections*, develop:
  - a. A set of water quality goals and objectives with proposed timelines for these;
  - b. A set of success measures that demonstrate Cascade's progress towards meeting the defined goals and objectives; and
  - c. A methodology by which Cascade can track changes in the Reservoir's nutrient loading over time.
3. Recommendation Actions. Identify programs, policies, operational strategies, and other actions that Cascade can implement on its own or in partnership with other agencies and organizations to impactfully and cost-effectively reduce nutrient loading and protect water quality in the Lake Tapps Reservoir both in the near term (3-6 years) and in the longer term.
4. Evaluation of Recommendations. Evaluate each of the recommendations identified in Task 3:
  - a. Apply Cascade's *Drinking Water Quality Policy Framework* to each action (Exhibit A);
  - b. Identify the lead responsible party (for actions that should be led by an entity other than Cascade), key partners, supporting agencies, and stakeholders;
  - c. Estimate the projected initial and ongoing costs and potential funding sources (if other than the Cascade budget); and
  - d. Prioritize and sequence the portfolio of recommendations being made.



5. Meetings with Cascade Staff. Meet with Cascade staff on a regular basis, likely monthly, to track schedule and budget and to review the progress of the scope of work.
6. Draft and Final Reports. Develop at least one draft report that covers Tasks 1-4 and a final report.

**PROJECT ESTIMATED TIMELINE AND COST:**

Cascade anticipates this Project will take up to one year to complete with an estimated cost of \$150,000.

**INFORMATION REQUESTED & EVALUATION CRITERIA:**

<b>Criteria</b>	<b>Criteria Description</b>	<b>Weight (%)</b>
<b>Proposed Key Personnel</b>	Provide a brief description of the key staff proposed for performing the work outlined above, including subconsultants. Describe their relevant background, experience, and qualifications.  Include resumes for key staff. (Resumes will not be included in the 10-page limit for proposals.)	40
<b>Project Experience</b>	Briefly describe up to five (5) water quality plans that the proposed key staff have successfully completed that are similar to the Project description above, preferably in western Washington State. Include the key staff's experience, if any, with Cascade's White River-Lake Tapps Reservoir. Project experience is limited to the past ten (10) years.	40
<b>Staff Availability, Completion Date, and Estimated Contract Budget</b>	Provide a brief description of the key staff's general availability for the work requested. Also provide an estimate of the expected completion date for the Project along with key milestone dates and an estimated budget to complete the work.	20

**SUBMITTAL FORMATTING & DEADLINE:**

Responses to this request for proposals must be submitted to Melina Thung at [mthung@cascadewater.org](mailto:mthung@cascadewater.org) no later than **12:00 p.m. (PST) on [REDACTED], 2023**. Please note that only electronic submittals are acceptable. (We will send you a reply confirming receipt of your email submission. If you do not receive a confirmation email prior to the deadline, it is your responsibility to confirm receipt via a follow-up email or by calling 425-628-4017.)

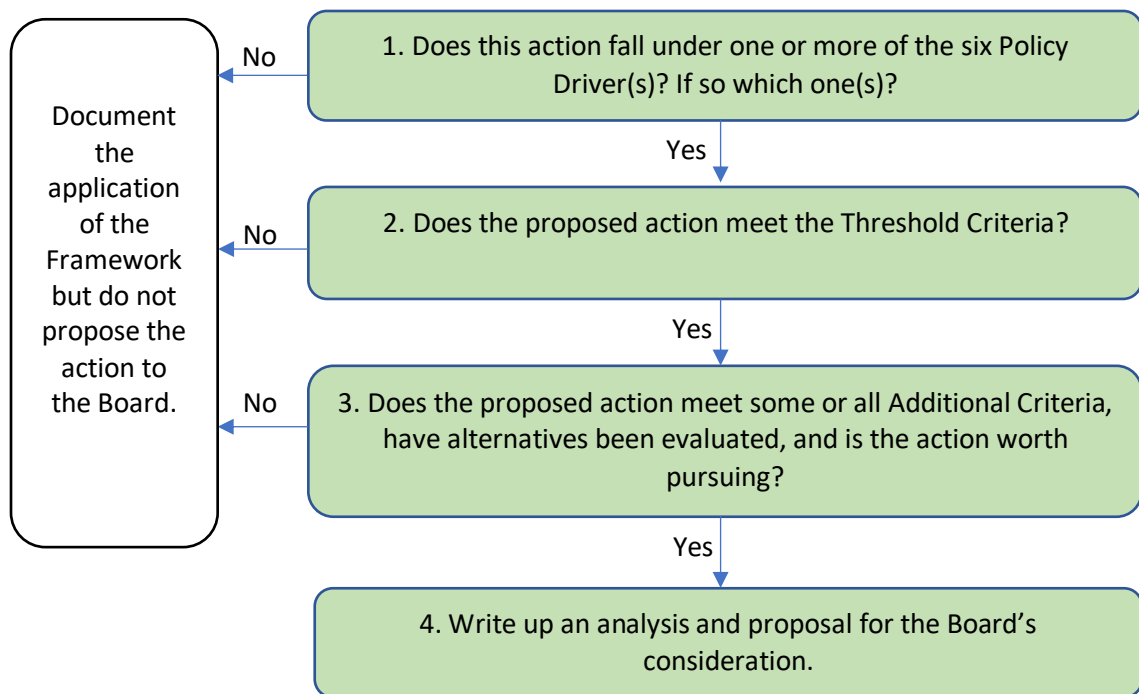
Please limit all responses to **ten (10) pages in total**; proposers are advised that lengthy or wordy submissions are not necessary. You may include a cover page which will not be counted towards the 10-page limit. Resumes of key staff will also not count towards the 10-page limit.

**Cascade Water Alliance Board of Directors  
DRINKING WATER QUALITY POLICY FRAMEWORK  
Adopted: May 24, 2023**

Since the Lake Tapps Reservoir will not be developed for municipal supply for many years, this Policy Framework will guide the decision-making process on which drinking water quality actions Cascade should implement, when to implement them, and how much to invest in each action. This page summarizes the overall Policy Framework process. Pages 2-4 provide specific details on the two main components of the Policy Framework: Policy Drivers and Criteria.

**Process**

- I. When Cascade staff identify a potential drinking water quality action, they will apply the Policy Framework as follows:



- II. After Cascade staff develop a more detailed analysis and proposal, they will present the proposed action to RMC and the Board for consideration. (Note: For actions that staff do not present to RMC and the Board, they will still document the application of the Policy Framework.)
- III. Cascade staff will update the RMC and Board on the status of the Drinking Water Quality Program on a regular basis (at least annually). The update will include information on recommendations made in Herrera’s 2022 *Year 2 Water Quality Data Report*, proposed actions that were presented to RMC and the Board, actions that staff considered but did not move forward, and future actions that staff wish to explore and will need future budget authorization.
- IV. The Resource Management Committee (RMC) and Board will review this Drinking Water Quality Policy Framework at least biennially and update it as necessary.

## POLICY DRIVERS

Primary Drivers	<p><b>1 Future Treatment Plant Requirements for Drinking Water.</b> Improvements, programs, policies, or other actions implemented by Cascade which are likely to reduce capital and/or operating costs for future drinking water treatment by improving raw water quality. Evaluation will consider known or anticipated federal or state regulatory treatment requirements for drinking water, consideration of emerging drinking water quality issues, or water quality expectations for introducing Lake Tapps water supplies to regional systems not owned by Cascade.</p>
	<p><b>2 Regulatory or Contract Water Quality or Lake Management Obligations.</b> Improvements, programs, policies or other actions necessary to meet:</p> <ul style="list-style-type: none"> <li>a) Minimum requirements of regulatory agencies for owning, managing and operating a lake and a surface water system to be used for drinking water supplies.</li> <li>b) Obligations under current and future water rights issued by the State.</li> <li>c) Requirements of agreements or inherited obligations as part of the acquisition of the Lake Tapps project. Includes agreements with Puget Sound Energy, the Tribes, Lake Tapps homeowners, property deeds, and agreements acquired from Puget at the time of ownership transfer.</li> <li>d) County and City regulatory obligations as a property owner.</li> <li>e) Agreements executed by Cascade since the purchase of the Lake Tapps system.</li> </ul>
	<p><b>3 Cascade’s Operational Needs.</b> Improvements, programs, policies, or other actions that are needed for Cascade to cost-effectively and efficiently operate and maintain the water supply assets of the White River-Lake Tapps Reservoir system.</p>
Secondary Drivers	<p><b>4 Responsibilities of Others that Impact Water Quality.</b> Working with the State, County, Cities and property owners to implement policies, regulations, programs, or practices that benefit the Lake Tapps system water quality. This may include, but not be limited to the following:</p> <ul style="list-style-type: none"> <li>a) Working with other agencies in the implementation of their regulatory obligations.</li> <li>b) Working with other agencies in the development of regulations and policies that benefit water quality.</li> <li>c) Working with other agencies to develop plans and programs that benefit the unique characteristics of the Lake Tapps watershed.</li> <li>d) Working with property owners in assuring compliance with regulatory requirements or agreements.</li> </ul>
	<p><b>5 Partnerships and Funding Opportunities.</b> Water quality benefits derived as a result of partnerships with other agencies, groups, or private parties. Water quality issues may compose all or part of such arrangements and costs and benefits for water quality elements may need to be evaluated as part of all of the elements of such arrangements. Funding opportunities include grants, loans, or other financial considerations that would prioritize an improvement or program that would not otherwise be considered at that time.</p>
	<p><b>6 Being a Good Community Steward.</b> Programs or actions that would be considered as part of being a neighbor, good steward of resources, and presence in the community. Programs and actions would have associated tangible and measurable or intangible benefits to Cascade either short or long term.</p>

<b>CRITERIA</b>	
<b>1. Threshold Criteria – All Four Threshold Criteria Must First Be Met</b>	
A. Is within Cascade’s Purposes (Mission) and can be implemented through its Powers or the powers of its partner agency/agencies.	Proposals must be within the Purposes spelled out in the 2012 Joint Agreement that was drafted by Members consistent with the Joint Municipal Utilities Services Act in 2011, a.k.a. Cascade’s Mission. Cascade must also be able to implement the proposal by its Powers under the Joint Agreement or as a property owner. If Cascade does not have the power to implement the proposal on its own, it must be able to rely on powers of its partner agency/agencies.
B. Meets one or more Board-adopted Strategic Plan Goals.	Proposals should meet at least one of the six strategic goals: 1. Asset Management: Optimize Cascade’s assets. 2. Water Resources: Ensure flexibility, certainty and resiliency of Cascade’s future drinking water supply. 3. Environmental Stewardship: Protect the natural environment. 4. Regional Leadership: Lead, influence and serve as a convener on regional water-related issues and proactively maintain strong relationships. 5. Good Governance: Provide the most cost-effective services possible. 6. Emerging Issues: Support members in addressing emergent priority issues.
C. Specific drinking water quality benefits to Cascade can be identified.	Proposals must result in a benefit to drinking water quality. The benefits can either be quantifiable or non-quantifiable but must be identified. (Quantification of benefits occurs under Criterion F.)
D. Cascade has staffing capacity to implement the project.	Cascade needs to have the staffing resources to implement the proposal. This might require contracting out staffing needs.
<b>2. Additional Criteria – Proposals that meet the Threshold Criteria must next be evaluated against all applicable Additional Criteria but do not need to meet all Additional Criteria.</b>	
E. Funding is available.	Funding to implement the proposal is available by one or more of the following: <ul style="list-style-type: none"> <li>• Funding to implement the necessary first steps of the proposed action is available in Cascade’s total adopted biennial budget, which may require internal budget transfers;</li> <li>• Funding to implement subsequent steps of the proposed action is likely to be available in future budgets; and/or</li> <li>• Funding to implement the necessary first steps of the proposed action and/or subsequent steps is available through Cascade’s partner agency/agencies.</li> </ul>

<b>CRITERIA</b>	
F. Project is cost-beneficial (benefits exceed costs over the project's life).	From an economics analysis perspective, the proposal should have a positive net present value (NPV). In addition, the project should be compared to the cost to treat the problem. (The specific types of costs and benefits that will be included is TBD.) Non-water quality benefits, such as operational efficiency, may be identified but should not be included in the NPV analysis.
G. Ease of implementation.	How easy or difficult a proposal is to implement – beyond funding and staffing capacity – needs to be considered. This may include the level of control Cascade has over the proposal versus dependency on another party.
H. Reduces Cascade's risk (e.g. legal, regulatory, operational, financial, etc.) or still results in benefits if risk doesn't materialize.	Risks are lumped together here but can be separated out. This criterion includes both the probability and consequence of the risk. Proposals should demonstrate that benefits will still accrue regardless of whether or not the risk occurs.
I. Maintains or enhances Cascade's relationships with key stakeholders (e.g. regulators, Tribes, community, other agencies).	Proposals that enhance short-term stakeholder relationships can yield significant long-term benefits, particularly if there are future proposals that require stakeholder support.
J. Maintains or improves public trust (e.g. consumer confidence).	Proposals that improve public confidence in future drinking water quality, even if they don't reduce future treatment costs, may be beneficial particularly if there are other current and/or future proposals that require stakeholder support.



## **FINANCE & MANAGEMENT COMMITTEE**

Jeralee Anderson, Chair, City of Redmond

Jeremy Barksdale, City of Bellevue

Penny Sweet, City of Kirkland

John Stokes, City of Bellevue

Chris Reh, City of Issaquah

### **Meeting RECAP**

**Tuesday, June 20, 2023**

**1:30 PM – 3:00 PM**

**Held at Cascade's office and via Zoom**

#### **Call to Order**

##### **1. Chair Comments.**

##### **2. Executive Session.**

##### **3. Discussion Items.**

- A. 2022 Financial Audit.** Clark Nuber will present Cascade's 2022 audited financial statements. The State Auditor's Office has been invited and will be in attendance.

***Recap:** Clark Nuber auditors presented Cascade's 2022 audited financial statements to the Committee. The auditors issued an unmodified audit opinion with no findings, audit adjustments or other recommendations. The State Auditor was also able to attend the presentation.*

##### **4. Other Issues.**

##### **5. Next Meeting Date and Location.**

The next meeting will be held Tuesday, July 18, 2023, 1:30 p.m. at Cascade's office and via Zoom meeting.



## FINANCE & MANAGEMENT COMMITTEE

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

**Meeting RECAP**  
**Tuesday, July 18, 2023**  
**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 July 26, 2023, Board Meeting.
4. Discussion Items.

**A. Water Supply Development Fund (WSDF) Status Report.** This annual update to the Committee is in addition to the mandated biennial review with the Board. The WSDF continues to accumulate funds, but increasing capital cost estimates also increase funding needs. In 2024, rate funded transfers to the WSDF will begin. The fund is up slightly versus last year's forecast, and future funding is generally projected to be higher, including improved interest earnings. No major issues or concerns are identified at present, but the funding strategy needs to be maintained at least until any supply plan changes are realized.

*Recap: Cascade staff updated the committee on the status of the WSDF. No issues were identified that would necessitate a change in WSDF funding strategy at this point in time, but the committee discussed the possibility of reviewing the WSDF contributions as part of the budget process next year in light of the upcoming Board discussions around supply contract extension options.*

**B. Sumner/BNSF White River Restoration Project.** Cascade staff will provide an update of the schedule for the Sumner and BNSF projects proposed for the area at the Lake Tapps Project Tailrace.

*Recap: Cascade staff shared recent information indicating that BNSF may be reconsidering the scope of its train track expansion project. If BNSF decides to change the scope or pull out of the project entirely, it could impact Sumner's Mitigation project, the real estate transactions, and the consideration that Cascade expects to receive as part of the agreements to transfer property. Staff will keep the committees and Board updated on the status of this issue.*

### 5. Other Issues.

### 6. Next Meeting Date and Location.

The next meeting will be held Tuesday, August 15, 2023, 1:30 p.m. at Cascade's office and via Zoom meeting.



**RESOURCE MANAGEMENT COMMITTEE**  
Lloyd Warren, Chair, Sammamish Plateau Water  
Penny Sweet, City of Kirkland  
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, July 13, 2023**  
**2:00 PM – 3:30 PM**  
**Held at Cascade’s office and via Zoom**

1. **Chair Comments.**
2. **Executive Session.**
3. **Items Recommended for Action at the July 26, 2023, Board Meeting.**

**A. Water Quality Management Plan Proposal.** Cascade staff will present the committee with a proposal to develop a Water Quality Management Plan (WQMP). The main purpose of the WQMP is to identify specific strategies and actions to protect the Lake Tapps Reservoir’s water quality for future municipal use.

*Recap:* Cascade staff presented information about the proposed Water Quality Management Plan (WQMP), including the draft Request for Proposals (RFP), application of the Board-approved Policy Framework, and some steps involved in developing the WQMP. The committee supported taking the proposal to the Board and asking for its approval to authorize issuing an RFP to hire a consultant to develop the WQMP.

**4. Discussion Items.**

**A. Headworks Intake Modification Project Delay.** Cascade staff will provide a status update on the Headworks Intake Modification Project.

*Recap:* Cascade staff shared information with the committee regarding the timing of Phase 3 of the Mud Mountain Dam Fish Passage Project. The U.S. Army Corps of Engineers (USACE) notified Cascade that Phase 3 of the project, which will modify and improve Cascade’s headworks intake, will not begin in 2023. The start of Phase 3 is contingent on successful redesign, fabrication, and installation of equipment by USACE’s contractor and tweaking of operations and sediment control for the new fish trap and haul facility. Due to ongoing performance issues with the new fish trap facility, Phase 3 is now tentatively scheduled for Fall 2024.

**B. Sumner/BNSF White River Restoration Project.** Cascade staff will provide an update of the schedule for the Sumner and BNSF projects proposed for the area at the Lake Tapps Project Tailrace.



*Recap: Cascade staff shared recent information indicating that BNSF may be reconsidering the scope of its train track expansion project. If BNSF decides to change the scope or pull out of the project entirely, it could impact Sumner's Mitigation project, the real estate transactions, and the consideration that Cascade expects to receive as part of the agreements to transfer property. Staff will keep the committees and Board updated on the status of this issue.*

**5. Other Issues.**

**A. Projects Update.**

**6. Next Meeting Date and Location.**

The next meeting will be Thursday, August 10, 2023, from 2:00 p.m. – 3:30 p.m. at Cascade's office and via Zoom meeting.