



ANNUAL MEETING¹ OF THE BOARD OF DIRECTORS
AGENDA
CASCADE WATER ALLIANCE
Held at Cascade's Office and Via Zoom
February 28, 2024
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 January 24, 2024.	<u>26</u>
8. OTHER ACTION ITEMS	
a. Motion to adopt Resolution No. 2024-02 to appoint Board Officers.	<u>30</u>
b. Motion to adopt Resolution No. 2024-03 to appoint Standing Committee Membership.	<u>34</u>
9. STAFF PRESENTATIONS	
a. Sumner White River Habitat Restoration Project Update – <i>no materials in packet.</i>	
b. Powerhouse Solar Project Update – <i>no materials in packet.</i>	
c. Potential New Water Efficiency Pilot Programs for Reducing Peak Use – <i>no materials in packet.</i>	
10. COMMITTEE REPORTS	
a. Executive Committee – <i>no meeting held.</i>	
b. Finance and Management Committee – <i>no meeting held.</i>	
c. Public Affairs Committee – <i>February 7, 2024.</i>	<u>40</u>

¹ The February meeting of the Cascade Water Alliance Board satisfies the requirement for an Annual Meeting, as adopted by Article IV of the Bylaws.

d. Resource Management Committee – *February 8, 2024.*

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11. NEW BUSINESS

12. NEXT REGULAR MEETING – *March 27, 2024 – Cascade’s Office or Via Zoom – 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: February 28, 2024

TO: Penny Sweet, Chair
Board of Directors

FROM: Ray Hoffman, Chief Executive Officer

SUBJECT: Chief Executive Officer's Report

Administration, Finance, and Economics

- Ed Cebron has decided to wind down his time at Cascade and, starting in 2025, will limit his time to select special projects and support as needed. To fill Ed's enormous shoes, Andy Baker, Bellevue Utilities' Fiscal Manager, will be joining Cascade effective March 29. Ed and Andy will work closely together through the rest of the year.
- Cascade received a request from BrightNight to shift the right-of-way transmission easement Cascade previously granted them. The realignment represents one of Cascade's preferred routes, and Cascade anticipates bringing the easement to the Finance and Resource Management Committees and the Board in March as only a few issues are outstanding. The original terms of the easement if the project goes forward were, upon commencement of construction, Cascade will receive \$1.18 Million. The new easement would increase Cascade's compensation commensurate with the increase in the size of the easement.
- Cascade's insurance provider, WSRMP, is developing a resilience program for its members. As part of the first steps in the program, Cascade participated in an interview with the WSRMP's consultant, Launch Consulting, to begin identifying gaps and needs.
- Cascade employees are working to complete cybersecurity training for 2024. Cascade's IT consultant, TeamLogicIT, along with its insurance provider, WSRMP, provide a training platform for employees to improve their awareness of security threats. The training is completed by every employee annually.
- Regional Capital Facilities Charges (RCFCs) connections are off to a weak start in 2024 with 34 net CERUs reported with two member reports not yet received. Budget expectations for 2024 remain 1,300. Cascade is off pace to meet 2024 budget expectations.
- The 2025 - 2026 budget process has begun. Cascade staff are working internally on draft budget worksheets.

Capital Projects and Operations

- The Lake Tapps Reservoir level is 538.43' as of February 16. Cascade has begun spring refill operations to fill the Reservoir to meet recreational level requirements.
- The United States Army Corps of Engineers (USACE) met with Cascade to discuss the Headworks Intake Modifications Project (Phase 3) construction material, equipment and labor escalation costs and a temporary construction easement agreement. USACE

proposed a proportional escalation cost share between Cascade and USACE, which Cascade accepted. The 5-year temporary construction easement was also agreed to.

- Cascade has experienced an increase in trespassing activities around Cascade-owned parcels along the White River-Lake Tapps Project. Cascade and Veolia are working diligently to resolve these issues.
- Cascade staff is working with the Department of Ecology (Ecology) on its investigation of an oil sheen in the tailrace. Ecology has identified a non-Cascade source of the oil sheen. The investigation is on-going. Cascade is working with the insurance company to track costs incurred responding to the oil sheen spill. The amount is estimated around \$25,000.
- Cascade staff and Seattle Public Utilities met with the Washington State Department of Health on the results of the PFAS sampling. Seattle Public Utilities will conduct additional sampling and testing at its source water supply.
- Cascade staff are working with its design consultant HDR to prepare the start of Phase 3. The current effort is focused on reviewing and confirming the operational basis for the new Intake Facility.

Water Efficiency

- Cascade conducted eight Cascade Gardener classes through Zoom or at local nurseries in January and February. The emphasis was on turf removal in the landscape and planting for climate change. Classes were well attended.
- Cascade was the host of Container Wars at this year's Northwest Flower and Garden Festival. An update will be provided to the Public Affairs Committee in March.
- Cascade attended the World Wetlands Day at Mercer Slough in Bellevue.
- Cascade staff continue to develop a proposal for a turf removal rebate program that will be brought to the board later this year.
- Cascade staff are in discussions with Cascadia College about the prospects of Cascade participating in the school's new Water Resources Management program.
- Cascade staff are in discussions with the King County Climate Office about the possibility of Cascade participating in the Energize program, which improves energy efficiency in low-income households. Cascade could provide efficient water fixtures and toilet leak checks.
- Cascade and its partner, Tilth Alliance, are creating a new program to help people convert existing lawns to functional landscapes that grow food or native plants using water more efficiently.

Intergovernmental and Communications

- Cascade presentations summarizing the supply contract proposals from Seattle Public Utilities and Tacoma Public Utilities have begun, with a presentation to the Issaquah City Council on February 12 and the Redmond City Council on February 13. Additional member presentations will occur in late February and through March.
- On February 9, Tacoma presented Cascade with improved terms to their water supply proposal. Tacoma previously offered Cascade a guaranteed 20-year contract. While they thought they could likely provide an additional five-year extension, at the time they could not offer Cascade that certainty. After performing more modeling and analysis, Tacoma has now offered a guaranteed 25-year contract. They also removed the

language that allows them to withdraw from the contract with 10 years' notification to Cascade.

- The state's short, 60-day legislative session began on January 8. The session passed its chamber-of-origin deadline on February 13, and many bills have died. By February 26, bills will have had to pass the opposite chamber's policy or fiscal committee. In addition to the bill activity, Cascade is closely monitoring a proposed budget proviso that could impact whether the Department of Health will continue to oversee water utility conservation programs or whether the Department of Ecology will have a role. Cascade is also supporting a proposed proviso to fund a study of a state low-income household water utility assistance program. The last day of the session is March 7.
- Cascade's 25th Anniversary Celebration Luncheon will be held on Thursday, June 27 at the Meydenbauer Center in Bellevue. Additional details and registration information will be sent as the date gets closer.

Planning

- Cascade completed or made good progress on 36 of the 40 actions in its 2023 Work Plan. Two of the work plan actions that we didn't implement were controlled by partnering agencies, and they chose to postpone those actions. Cascade's 2023 work plan achievements are attached along with its 2024 work plan. Priorities for 2024 include the supply contract negotiations with Tacoma and Seattle, the Headworks Intake Modifications Project (Phase 3) with the US Army Corps of Engineers, the climate change impacts study, and the 2025-2026 budget and rates proposals. Due to the potentially significant implications of the contract negotiations, Cascade is postponing development of its five-year Strategic Plan for a year.
- Cascade has hired a security specialist consultant to develop a programmatic approach to its many trespassing issues, both criminal and nuisance trespassing. The consultant will identify cost-effective options for Cascade to address its most problematic, highest risk areas.
- Cascade is contracting with Environmental Science Associates (ESA) to develop an Integrated Aquatic Vegetation Management Plan (IAVMP) for the Lake Tapps Reservoir. The current 10-year IAVMP expires at the end of the year and needs to be updated. The IAVMP's purpose is to provide a long-term adaptive management strategy for aquatic plants that is cost effective and ecologically sustainable. It is also required for jurisdictions who receive grants from the Department of Ecology.

Attachments

1. Budget to Actual Expenditure Report through January 31, 2024.
2. Statement of Revenues and Expenditures through January 31, 2024.
3. Statement of Net Position as of January 31, 2024.
4. Contract Status Summary.
5. Monthly Warrants Listing.
6. Monthly Treasurer's Report as of January 31, 2024.
7. Cascade's 2023 Work Plan Achievements.
8. Cascade's 2024 Work Plan.

Cascade Water Alliance
Budget to Actual Expenditure Report
January 1- January 31, 2024
8% of the year completed

Attachment 1

Administration		Budget		Actual	Balance	% Expended
Salaries	\$	1,274,112	\$	154,524	1,119,587	12.1%
Benefits		287,677		35,839	251,837	12.5%
Wellness program		5,000		92	4,908	1.8%
Prof. Fee (Technical)		167,000		338	166,663	0.2%
Prof. Fee (Legal)		597,450		61,419	536,032	10.3%
Prof. Fee (Audit)		86,555		1,900	84,655	2.2%
Prof. Fee (Other)		50,000		0	50,000	0.0%
Seismic Resiliency		100,000		0	100,000	0.0%
Meetings Expense		11,000		3,256	7,744	29.6%
Telephone/Internet		45,000		1,474	43,526	3.3%
Office Rent		315,393		8,034	307,359	2.5%
Office Supplies Admin.		15,000		102	14,898	0.7%
Equip. and Furniture		10,000		0	10,000	0.0%
Bank Fees		600		28	572	4.7%
Dues & Subscriptions		25,000		13,174	11,826	52.7%
Taxes/Licenses		15,000		0	15,000	0.0%
Travel		10,000		0	10,000	0.0%
Professional Dev.		10,000		0	10,000	0.0%
Computer Equipment		15,000		3,593	11,407	24.0%
Software Licenses		45,000		1,911	43,089	4.2%
Postage & Delivery		3,000		133	2,867	4.4%
Printing & Repro.		5,000		382	4,618	7.6%
Insurance		180,427		165,875	14,552	91.9%
Contingency		425,000		0	425,000	0.0%
Total	\$	3,698,214	\$	452,076	\$ 3,246,138	12.2%

Debt Service		Budget		Actual	Balance	% Expended
Bond Debt Service		10,795,666		4,235,900	6,559,766	39.2%
Total	\$	10,795,666	\$	4,235,900	\$ 6,559,766	39.2%

Conservation		Budget		Actual	Balance	% Expended
Salaries	\$	143,077	\$	9,054	\$ 134,024	6.3%
Benefits		38,176		258	37,918	0.7%
Prof. Fee (Technical)		25,000		1,890	23,110	7.6%
Prof. Fee (Legal)		1,000		0	1,000	0.0%
Dues & Subscriptions		5,500		709	4,791	12.9%
Rebate Reimb. Com.		115,000		0	115,000	0.0%
Irrigation Audit		15,000		0	15,000	0.0%
Turf Removal Rebates		50,000		0	50,000	0.0%
Comm. and Public I		375,000		21,122	353,878	5.6%
Misc. Serv. and Sup.		38,000		1,003	36,997	2.6%
Total	\$	805,754	\$	34,035	\$ 771,718	4.2%

Com. and Intergovern		Budget		Actual	Balance	% Expended
Salaries	\$	144,968	\$	13,452	\$ 131,516	9.3%
Benefits	\$	33,138		246	32,892	0.7%
Special Events		35,000		0	35,000	0.0%
Prof. Fee (Other)		165,000		13,500	151,500	8.2%
Sponsorships		30,000		0	30,000	0.0%
Comm. and Public I		260,000		4,558	255,442	1.8%
Total	\$	668,106	\$	31,756	\$ 636,351	4.8%

Cascade Water Alliance
Budget to Actual Expenditure Report
January 1- January 31, 2024
8% of the year completed

Operations-General		Budget		Actual		Balance	% Expended
Wholesale Water	\$	24,402,498	\$	1,224,517	\$	23,177,981	5.0%
Salaries		52,059		2,732		49,327	5.2%
Benefits		8,967		58		8,909	0.6%
BIP O&M		65,000		6,356		58,644	9.8%
Pipeline Prop. O&M		70,000		0		70,000	0.0%
PWTF Loan Debt		39,868		0		39,868	0.0%
Total	\$	24,638,392	\$	1,233,663	\$	23,404,729	5.0%

Operations-Lake Tapps		Budget		Actual		Balance	% Expended
Salaries	\$	627,510	\$	42,008	\$	585,502	6.7%
Benefits	\$	112,766		1,010		111,756	0.9%
Prof. Fee (Technical)		756,150		756		755,394	0.1%
Prof. Fee (Other)		26,750		0		26,750	0.0%
Meetings Expense		6,000		57		5,943	0.9%
Telephone/Internet		1,925		86		1,839	4.5%
Office Supplies		20,000		308		19,692	1.5%
Equipment & Furn.		30,000		1,257		28,743	4.2%
Taxes/Licenses		8,500		0		8,500	0.0%
Travel		20,000		116		19,884	0.6%
Professional Dev.		2,500		0		2,500	0.0%
Software Licenses		35,000		0		35,000	0.0%
Permitting Costs		8,560		0		8,560	0.0%
Misc. Serv. and Sup.		91,000		725		90,275	0.8%
LT Operator		2,628,819		187,662		2,441,157	7.1%
Unplanned O&M		100,000		0		100,000	0.0%
Misc. Facility Repairs		150,000		0		150,000	0.0%
USGS Joint Fund		374,812		0		374,812	0.0%
Construction Management		50,000		0		50,000	0.0%
Outage		80,000		0		80,000	0.0%
Milfoil Control		160,500		0		160,500	0.0%
Vendor Services		130,000		3,440		126,560	2.6%
Water Quality Management		150,000		0		150,000	0.0%
Dike and Roads Maintenance		70,000		80		69,920	0.1%
Total	\$	5,640,791	\$	237,505	\$	5,403,287	4.2%

Total Operating Budget	\$ 46,246,923	\$ 6,224,934	\$ 40,021,989	13.5%
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Capital Projects (multi-yr bdgt not shown)	Budget	Actual	Balance	% Expended
Upper Conveyance Projects	\$ 275,000	33,771	241,229	12.3%
Lower Conveyance Projects	1,000,000	0	1,000,000	0.0%
Equipment	75,000	0	75,000	0.0%
Facilities	200,000	0	200,000	0.0%
Bellevue-issaquah Pipeline (BIP)	130,000	0	130,000	0.0%
Tacoma Agreement	6,216,872	6,216,872	0	100.0%
Capital Risk	500,000	0	500,000	0.0%
Seattle contract	5,000,000	0	5,000,000	0.0%
IT Infrastructure	35,000	0	35,000	0.0%
Total CIP Budget	\$ 13,431,872	\$ 6,250,643	\$ 7,181,229	46.5%

Total Overall Budget	\$ 59,678,795	\$ 12,475,578	47,203,218	20.9%
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Cascade Water Alliance
Statement of Revenues and Expenditures
From 1/1/2024 Through 1/31/2024

Attachment 2

Operating Revenue		
Water sales	\$	2,461,491
Administrative dues		3,706,551
Conservation program		48,041
Total Operating Revenue		<u>6,216,083</u>
Operating Expenses		
Cost of water sold		1,224,517
Salaries and benefits		265,898
Professional services		86,036
Depreciation and amortization		84,106
Communication and public information		21,122
Office expenses		178,553
Operations		190,388
Bank charges		28
Rent		8,034
Maintenance		1,331
Dues and subscriptions		18,441
Miscellaneous		1,312
Total Operating Expenses		<u>2,079,767</u>
Operating Income		4,136,316
Non-Operating Revenue (Expenses)		
Interest income		53,621
Other income		1,950
Interest expense, net of amount capitalized		(236,699)
Total Non-Operating Revenue (Expenses)		<u>(181,128)</u>
Increase in Net Assets		3,955,189
Net Assets, Beginning of Year		151,110,044
Net Assets, End of Year	\$	155,065,233

Cascade Water Alliance
Statement of Net Position
As of 1/31/2024

Attachment 3

Assets

Current Assets

Cash and cash equivalents	\$ 28,226,123
Accounts receivable	10,704,774
Prepaid expenses	2,550,054
Total Current Assets	41,480,950

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	(62,867,803)
Total Capital Assets	103,703,887

Projects in process and assets not yet in service

Lake Tapps	106,140,043
Tacoma Cascade pipeline	26,539,385
Total Projects in process and assets not yet in service	132,679,428

Restricted cash and cash equivalents

	19,476,287
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Total Assets	297,340,552
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Liabilities

Current liabilities

Payables and accrued liabilities	3,551,372
Accrued interest	856,768
Long-term debt current portion	
Bonds Payable-Current Portion	6,785,000
Other	39,474
Total Long-term debt current portion	6,824,474
Total Current liabilities	11,232,613

Long-term Liabilities

Long-term debt	75,174,474
Tacoma contract	47,680,238
Seattle contract	5,000,000
Bond premium, net of amortization	2,964,628
Total Long-term Liabilities	130,819,340

Total Liabilities	142,051,954
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Net Assets

Restricted for debt service	106,782,994
Unrestricted	48,505,605
Total Net Assets	155,288,599

Total Liabilities & Net Assets	\$ 297,340,552
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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
Aquatechnex	1	2024 Lake Tapps Aquatic Plant Maintenance Program	P. Anderson	12/29/2023	12/31/2024	2/13/2024	0%	\$ 160,000	\$ -	0%	\$ 160,000
Aspect	1	Water Supply Modeling	R. Hoffman	5/6/2020	N/A	2/13/2024	60%	\$ 24,900	\$ 14,888	60%	\$ 10,012
Aspect	2	Water Resources Services	R. Hoffman	8/17/2018	N/A	2/13/2024	98%	\$ 60,000	\$ 58,251	97%	\$ 1,749
Aspect	3	Climate Change Analysis	R. Hoffman	9/7/2022	12/31/2024	2/13/2024	8%	\$ 150,000	\$ 25,133	17%	\$ 124,867
Ben Bernstein Music	1	Podcast production	M. Brent	1/1/2024	12/31/2024	2/13/2024	0%	\$ 5,000	\$ -	0%	\$ 5,000
BHC Consulting	1	Planning & Permit Assistance	T. Richmond	1/1/2024	12/31/2024	2/13/2024	0%	\$ 25,000	\$ -	0%	\$ 25,000
Brilliant Marketing	1	We Need Water Social Media Outreach	M. Brent	1/1/2024	12/31/2024	2/13/2024	5%	\$ 49,500	\$ 2,761	6%	\$ 46,739
Clark Nuber	1	Annual Financial Audit and Quarterly AUPs	C. Paulucci	1/1/2024	N/A	2/13/2024	10%	\$ 78,000	\$ 1,900	2%	\$ 76,100
Colehour and Cohen	1	Staffing for classes and events	M. Brent	1/1/2024	12/31/2024	2/13/2024	0%	\$ 110,750	\$ -	0%	\$ 110,750
Confluence Engineering Group, LLC	1	Lake Tapps Supply & BIP Water Quality Advisory Services Project	D. Roberts	12/1/2023	N/A	2/13/2024	5%	\$ 49,000	\$ -	0%	\$ 49,000
David Evans	1	On-call Land Surveyor	H. Chen	11/18/2022	12/31/2025	2/13/2024	25%	\$ 160,000	\$ 36,010	23%	\$ 123,990
David McGrath	1	Irrigation Program Assistance	M. Brent	1/25/2024	12/31/2024	2/13/2024	5%	\$ 18,000	\$ -	0%	\$ 18,000
Environmental Science Assoc (ESA)	1	Aquatic Plant Management	P. Anderson	1/1/2024	12/31/2024	2/13/2024	0%	\$ 49,000	\$ -	0%	\$ 49,000
GeoEngineers	1	Dam Engineering/Hydrology/Geotechnical Service	H. Chen	1/3/2024	12/31/2026	2/13/2024	8%	\$ 570,000	\$ -	0%	\$ 570,000
Gordon Thomas Honeywell	1	State legislative outreach	A. Bennett	1/1/2024	12/31/2024	2/13/2024	5%	\$ 84,000	\$ 7,000	8%	\$ 77,000
Herrera	1	On-call limnology services	M. Thung	12/1/2022	12/31/2025	2/13/2024	5%	\$ 45,000	\$ -	0%	\$ -
Herrera	2	Water Quality Management Plan	M. Thung	10/9/2023	12/31/2024	2/13/2024	5%	\$ 165,000	\$ 23,802	14%	\$ 141,198
HDR	1	MMD Fish Passage Design Review	H. Chen	12/1/2015	N/A	2/13/2024	99%	\$ 1,041,100	\$ 1,040,562	100%	\$ 538
Industrial Fab and Repair	1	Valve house control system improvements	D. Roberts	8/28/2023	5/3/2024	2/13/2024	5%	\$ 88,118	\$ 33,771	38%	\$ 54,347
Jacobs Engineering Group	1	Demand Forecast Model Support Services	M. Thung	8/20/2021	N/A	2/13/2024	5%	\$ 5,000	\$ -	0%	\$ 5,000
Langton Spieth	1	Community relations	A. Bennett	1/1/2024	12/31/2024	2/13/2024	8%	\$ 78,000	\$ 6,500	8%	\$ 71,500
Lake Tapps Construction	1	Dingle Basin Actuators Replacement Project	D. Roberts	10/12/2023	5/25/2024	2/13/2024	15%	\$ 42,838	\$ -	0%	\$ 42,838
Lake Tapps Construction	2	Clearing/Sign Posts/Eco Blocks for Covington Properties	J. Amspacher	11/7/2023	12/15/2023	2/13/2024	100%	\$ 4,908	\$ 4,908	100%	\$ (0)
Long Building Tech	1	Security Maintenance	H. Chen	6/1/2023	12/31/2024	2/13/2024	5%	\$ 120,000	\$ 36,895	31%	\$ 83,105
Madsen Electric	1	Pipeline Intake and Valve House Battery Charger Inverter Removal and Replacement Project	D. Roberts	12/1/2023	4/27/2024	2/13/2024	0%	\$ 29,090	\$ -	0%	\$ 29,090
Media for International Development	1	WeNeedWater Video Production	A. Bennett	1/1/2023	12/31/2023	2/13/2024	30%	\$ 35,000	\$ 9,500	27%	\$ 25,500
Nature Vision	1	Classroom Water Education	M. Brent	1/1/2024	12/31/2024	2/13/2024	5%	\$ 105,000	\$ 11,030	11%	\$ 93,970
Okamoto Strategies, LLC	1	Capital Projects and Strategic Planning	H. Chen	6/21/2023	6/21/2024	2/13/2024	10%	\$ 25,000	\$ 2,613	10%	\$ 22,388
Pacifica Law	1	Legal Assistance	H. Chen	1/1/2024	12/31/2024	2/13/2024	0%	\$ 25,000	\$ -	0%	\$ 25,000
Parametrix	1	On Call Civ/Mech/Structural Eng	H. Chen	1/1/2023	12/31/2025	2/13/2024	20%	\$ 550,000	\$ 104,836	19%	\$ 445,164
Perfomance Dimensions	1	Executive Coaching Services	M. Thung	1/1/2024	12/31/2024	2/13/2024	0%	\$ 15,000	\$ -	0%	\$ 15,000
Puget Sound Energy	1	Water Efficiency Rebates	M. Brent	1/1/2024	12/31/2024	2/13/2024	95%	\$ 120,000	\$ -	0%	\$ 120,000
Rainier Stillwater Risk Advisors	1	Trespassing Management	M. Thung	12/14/2023	12/31/2024	2/13/2024	5%	\$ 33,000	\$ -	0%	\$ 33,000
RH2	2	On-Call Electrical Engineering Svcs	H. Chen	1/1/2024	12/31/2024	2/13/2024	8%	\$ 133,750	\$ -	0%	\$ 133,750
RH2	3	Wholesale Master Meter Eval	H. Chen	1/21/2020	3/31/2023	2/13/2024	8%	\$ 24,500	\$ 1,342	5%	\$ 23,158
Robinson Noble	1	Water Audits	E. Cebren	10/3/2019	N/A	2/13/2024	85%	\$ 135,060	\$ 115,183	85%	\$ 19,877
Sammamish Plateau Water	1	GIS support services	H. Chen	12/6/2022	N/A	2/13/2024	15%	\$ 50,000	\$ 24,011	48%	\$ 25,989
Sazan	1	On-call value analysis/engineering	J. Shimada	10/23/2023	10/23/2025	2/13/2024	30%	\$ 250,000	\$ 73,371	29%	\$ 176,629
SC Words & Pictures Inc.	1	Design Services	A. Bennett	1/1/2024	12/31/2024	2/13/2024	0%	\$ 30,000	\$ -	0%	\$ 30,000
Seattle Public Utilities	1	Garden Hotline	M. Brent	1/1/2024	12/31/2024	2/13/2024	0%	\$ 15,825	\$ -	0%	\$ 15,825

SMC Consulting	1	Water Efficiency Consultant	M. Brent	1/1/2024	12/31/2024	2/13/2024	8%	\$ 26,500	\$ 1,890	7%	\$ 24,610
Sustainable Water	1	Teacher Fellows program	M. Brent	1/1/2024	12/31/2024	2/13/2024	0%	\$ 60,000	\$ -	0%	\$ 60,000
Tacoma Pierce County Health Department	1	TappsWise Monitoring at Lake Tapps	A. Bennett	1/1/2024	12/31/2024	2/13/2024		\$ 120,000	\$ -	0%	\$ 120,000
TeamLogic IT	1	Info Technology Consulting	C. Paulucci	1/1/2024	12/31/2024	2/13/2024	5%	\$ 139,500	\$ -	0%	\$ 139,500
TechniArt	1	Conservation Website Order page	M. Brent	1/1/2024	12/31/2024	2/13/2024	8%	\$ 15,900	\$ 440	3%	\$ 15,460
Tilth Association	1	Garden Water Efficiency	M. Brent	1/1/2024	12/31/2024	2/13/2024	8%	\$ 45,000	\$ -	0%	\$ 45,000
Transpo Group	1	On-Call GIS Support	H. Chen		12/31/2024	2/13/2024	5%	\$ 49,000		0%	\$ 49,000
Upstream PBC	1	HydroForecast-Glacier Climate Change Analysis	M. Thung	11/1/2022	N/A	2/13/2024	50%	\$ 49,900	\$ 40,000	80%	\$ 9,900
Upstream PBC	2	HydroForecast Subscription Service	M. Thung	8/9/2023	10/31/2024	2/13/2024	5%	\$ 24,000	\$ -	0%	\$ 24,000
USGS	1	Joint Funding Agre-Streamgaging	H. Chen	1/1/2024	12/31/2024	2/13/2024	8%	\$ 374,000	\$ -	0%	\$ 374,000
Vanir Construction Management, Inc.	1	On-call Construction Management	J. Shimada	5/1/2021	12/31/2024	2/13/2024	50%	\$ 560,000	\$ 171,729	31%	\$ 388,271
VanNess Feldman	1	General Counsel	R. Hoffman	1/1/2024	12/31/2024	2/13/2024	5%	\$ 630,000	\$ 61,419	10%	\$ 568,582
Veolia	1	White River-Lake Tapps Reservoir Project Operations and Maintenance Agreement \$2,251,944 Fixed, \$225,000 Variable	J. Shimada	1/1/2024	12/31/2024	2/13/2024	5%	\$ 2,476,944	\$ 187,662	8%	\$ 2,289,282
Water Value	1	Climate Study Advisory Services	M. Thung	6/16/2022	12/31/2024	2/13/2024	35%	\$ 22,500	\$ 11,052	49%	\$ 11,448
Winterbauer and Diamond	1	Legal Assistance	R. Hoffman	1/1/2024	12/31/2024	2/13/2024	5%	\$ 20,000	\$ -	0%	\$ 20,000

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

Payment Authorization Warrants and Wire Transfers 2/28/24

Attachment 5

WHOLESALE WATER

WIRE	Seattle Contract Payment 2/24	\$1,224,517.00
		<u>\$1,224,517.00</u>

CONSULTANTS

31332	Aspect Consulting	\$2,877.75
31339	RH2 Engineering, Inc.	\$6,345.27
31340	State Auditor's Office	\$8,390.55
31343	TeamLogic IT of Bellevue, WA	\$6,596.95
31344	Van Ness Feldman, LLP	\$67,855.54
31348	Parametrix	\$2,077.50
31357	Herrera	\$6,588.42
31361	Water Value LLC	\$337.50
31368	Clark Nuber P.S.	\$1,900.00
31375	Gordon Thomas Honeywell Govern. Affair	\$7,000.00
31376	Langton/Spieth	\$6,500.00
31378	Okamoto Strategies LLC	\$756.25
31385	Tacoma Pierce County Health Department	\$10,832.61
31391	Confluence Engineering Group, LLC	\$14,732.28
31394	TeamLogic IT of Bellevue, WA	\$6,596.95
31396	Van Ness Feldman, LLP	<u>\$61,418.50</u>
		\$210,806.07

SALARY, BENEFITS AND EXPENSE REIMBURSEMENTS

	Payroll (January)	\$171,256.25
31333	AWC Employee Benefit Trust	\$25,696.87
31346	Inslee, Best, Doezie & Ryder	\$200.20
31354	MissionSquare-107080	\$48,776.13
31355	MissionSquare-304525	\$20,781.36
31358	HRA VEBA Trust	\$2,772.00
31362	Association of Washington Cities	\$2,241.77
31373	Henry Chen	<u>\$116.00</u>
		\$271,840.58

CONSERVATION

31335	Lisa Taylor	\$350.00
31337	New Resources Group, Inc.	\$1,428.00
31341	Sustainable Seattle dba Sustainability Amb	\$5,019.00
31359	Nita-Jo Rountree	\$300.00
31360	SMC Consulting LLC	\$1,890.00
31365	BRILLIANT MARKETING LLC	\$2,761.40
31372	Ed Hume Seeds	\$900.00
31377	Nature Vision, Inc.	\$11,030.17
31381	PromoShop WA, LLC	\$5,217.60
31382	Puget Sound Energy	\$416.09
31390	Colehour and Cohen	\$6,680.00
31395	Techniart C S D	<u>\$440.40</u>
		\$36,432.66

GENERAL

31334	AT&T FirstNet	\$408.40
31336	Lumen	\$152.14
31338	Pacific Office Automation	\$281.52
31342	Seattle Southside Chamber of Comm	\$315.00
31350	Sound Publishing Inc.	\$4,063.00
31352	Washington State Department of Rev	\$518.11
31356	Comcast	\$551.62
31363	City of Bellevue	\$11,807.69
31364	The Chamber Collective	\$325.00
31367	CIT	\$1,447.32
31369	CLEARFLY	\$542.90
31371	Covington Water District	\$93.00
31379	Pacific Office Automation Inc.	\$100.79
31383	Sammamish Plateau Water & Sewer	\$5,032.27
31384	Staples Advantage	\$44.11
31386	U.S. BANK	\$7,177.54
31387	Utilities Underground Location Center	\$47.07
31389	American Water Works Association	<u>\$4,512.00</u>
		\$37,419.48

EQUIPMENT, COMPUTER, AND SOFTWARE

31331	Abila	\$272.67
31349	ProcureIT USA	\$3,658.80
31380	ProcureIT USA	<u>\$4,027.17</u>
		\$7,958.64

CONSTRUCTION

31353	Industrial Fab and Repair LLC	<u>\$33,771.22</u>
		\$33,771.22

LAKE TAPPS

31345	Cintas Corporation	\$90.15
31347	Linde Gas & Equipment Inc.	\$443.29
31351	Veolia Water North America	\$8,319.65
31366	Cintas Corporation	\$307.67
31370	Corliss Resources	\$846.86
31374	FloHawks Plumbing & Septic	\$1,130.08
31388	Veolia Water North America	\$282,478.44
31392	Corliss Resources	\$558.07
31393	Petersen Brothers, Inc.	\$804.83
31397	Veolia Water North America	<u>\$187,662.01</u>
		\$482,641.05

DESTROYED AND VOIDED CHECKS:

Total Warrants	\$1,080,869.70
Total Wires	\$1,224,517.00
Total warrants/wire transfers authorized for February 2024	
	\$2,305,386.70

Approved: _____ Date: _____

Edward Cebron, Chief Economist/Treasurer

Approved: _____ Date: _____

Secretary/Treasurer

**Cascade Water Alliance
Monthly Treasurer's Report
January 2024**

	Operating Fund	Construction Fund	Bond Fund	RCFC Fund	Water Supply Development Fund	Rate Stabilization Fund	US Bank Payroll Account	All Funds
Beginning Balances, January 1	\$ 14,083,315	\$ 18,045,531	\$ 12,830,923	\$ -	\$ 10,882,594	\$ 2,280,573	\$ -	\$ 58,122,937
Additions:								
Cash received	\$ 3,202,219	\$ 55,194	\$ 43,328	\$ -	\$ 26,340	\$ 7,590	\$ -	\$ 3,334,671
Transfers from other Cascade funds	\$ -	\$ -	\$ 271,915	\$ -	\$ -	\$ -	\$ 173,041	\$ 444,956
Total additions	\$ 3,202,219	\$ 55,194	\$ 315,243	\$ -	\$ 26,340	\$ 7,590	\$ 173,041	\$ 3,779,627
Subtractions:								
Bank fees, payroll, and bond payments	\$ 1,160	\$ 1,106	\$ 4,237,871	\$ -	\$ 86	\$ 152	\$ 173,041	\$ 4,413,415
Warrants paid	\$ 543,682	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 543,682
Wire and other electronic payments	\$ -	\$ 6,216,872	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,216,872
King Co. Investment Pool impairment (realized)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
King Co. Investment Pool impairment (retained)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers to other Cascade funds	\$ 444,956	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 444,956
Total subtractions	\$ 989,798	\$ 6,217,978	\$ 4,237,871	\$ -	\$ 86	\$ 152	\$ 173,041	\$ 11,618,925
Ending Balances, January 31, 2024	\$ 16,295,736	\$ 11,882,748	\$ 8,908,295	\$ -	\$ 10,908,848	\$ 2,288,011	\$ -	\$ 50,283,639



Cascade's 2023 Work Plan Achievements

FOCUS AREA 1: ASSET MANAGEMENT GOAL: Optimize Cascade's assets to support current and future needs.				
Strategies	2023 Work Plan Actions	2023 Achievements	Performance Measures (based on Strategies)	Performance Targets and 2021-2023 Achieved
A. Implement strategies and make investments to protect the Lake Tapps Reservoir as a future drinking water supply.	1. Make progress on the following projects: <ol style="list-style-type: none"> Headworks Intake Modifications and Flowline Outage Valve House System Control Rehab Fish Screen Crane Improvements Value Analysis Study Phase 1 – Lower Conveyance System 2. Explore a pilot project that enables HOAs to pay for additional milfoil treatment. 3. Complete the GIS layer containing the White River-Lake Tapps Reservoir system major infrastructure geospatial data. 4. Perform annual dike inspections and make repairs as needed. 5. Continue to address trespassing issues and improving the property management program.	1. Completed or made good progress on three of four projects: <ol style="list-style-type: none"> Delayed by the US Army Corps of Engineers. Made good progress. Project 80% completed. Completed. 2. Successfully implemented the milfoil pilot project. 3. Made good progress on the GIS layer. 4. Completed the annual dikes inspection; made minor repairs. 5. Hired a consultant to develop a trespassing management plan to cost-effectively address trespassing issues.	% of annual CIP expenses compared to budgeted amounts (excluding Capital Risk).	<u>Target:</u> 80% <u>Achieved:</u> 2021: 79.0% 2022: 89.0% 2023: 65.1% (due to USACE's delay of the Headworks Intake Modifications project)
B. Use baseline water quality information to evaluate how future drinking water from the Lake Tapps Reservoir will meet water quality regulatory standards and regional expectations.	6. Based on Board policies to be developed in early 2023 and using the results of the two-year water quality monitoring study, develop next steps for a long-term water quality strategy. 7. Monitor opportunities to engage in local government planning/ stormwater activities that benefit water quality.	6. Completed the Water Quality Policy Framework and began developing a Water Quality Management Plan. 7. Provided comments and resolved issues regarding a major residential and commercial development in Buckley through easements. Submitted comments on the Department of Ecology's draft Phase 1 permit and Stormwater Management Manual and submitted comments in support of Pierce County's draft 2024-2029 Stormwater Improvement Program.	Compliance with water quality regulations and requirements.	<u>Target:</u> 100% <u>Achieved:</u> 2021: 100% 2022: 100% 2023: 100%
C. Maximize Cascade's assets to generate	8. Explore revenue generating opportunities, such as:	8. Received supplemental RCFC revenue and will be receiving a small temporary	Amount of annual revenue	<u>Target:</u> > \$0

other sources of revenue or benefits.	<ul style="list-style-type: none"> Land lease or transmission easement for power storage Enhanced investment strategy 	block payment, which will increase each year for several years. Earned investment interest on the Pool Plus accounts (bond reserve and Water Supply Development Fund).	generated by new sources.	<u>Achieved:</u> 2021: \$68.5K temporary water sales 2022: \$25K transmission easement; \$85K temporary water sales 2023: \$68K temporary water sales
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FOCUS AREA 2: WATER RESOURCES GOAL: Ensure flexibility, certainty and resiliency of Cascade's future drinking water supply for the region.				
Strategic Plan Strategies	2023 Work Plan Actions	2023 Achievements	Performance Measures (based on Strategies)	Performance Targets and 2021-2023 Achieved
D. Delay capital costs in developing the Lake Tapps Reservoir as a municipal water supply by purchasing water from other regional suppliers and utilizing reclaimed water, independent supplies, and other water sources.	9. Negotiate a block contract extension with Seattle or a new supply contract with Tacoma. 10. Develop the Transmission and Supply Plan.	9. Made progress with both Seattle and Tacoma on long-term supply contracts. Both proposals will allow Cascade to cost-effectively defer development of the Lake Tapps Reservoir. 10. Waiting to resume work on the Transmission and Supply Plan pending completion of the Seattle/Tacoma contract negotiations.	Savings from deferring development of the Lake Tapps Reservoir.	<u>Target:</u> Positive net present value <u>Achieved:</u> N/A until negotiations completed
E. Develop strategies to address current and future drinking water quality issues to assist members in maintaining independent supplies.	11. Track PFAS legislation and rulemaking at the federal and state levels and support members as needed.	11. Sent a comment letter to the U.S. Senate Committee on Environment and Public Works to protect water utilities' interests in PFAS legislation. Also provided members with support regarding the settlement agreements with 3M and DuPont.	Amount of available independent supplies from members.	<u>Target:</u> Status quo or increasing <u>Achieved:</u> 2021: Status quo 2022: Status quo 2023: Status Quo
F. Collaborate with members and other utilities to implement actions that improve the region's resiliency for seismic	12. Begin implementing actions to better prepare for an emergency for the Bellevue-Issaquah Pipeline (BIP).	12. Collaborated with Bellevue, Sammamish Plateau Water, and Issaquah to complete the BIP emergency response and flushing plans.	Number of actions taken that help improve regional resiliency.	<u>Target:</u> 1 or more actions <u>Achieved:</u> 2021: 2 member workshops on BIP emergency response

events and other major disruptions impacting water supply delivery.				2022: 3 member workshops on BIP emergency response 2023: BIP Emergency Response and Flushing Plans completed; 1 regional emergency response workshop for the Water Supply Forum
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FOCUS AREA 3: ENVIRONMENTAL STEWARDSHIP Goal: Protect the natural environment by advancing water resource stewardship and sustainable business practices.				
Strategic Plan Strategies	2023 Work Plan Actions	2023 Achievements	Performance Measures (based on Strategies)	Performance Targets and 2021-2023 Achieved
G. Contribute to regional activities that reduce water demand, including peak season demand, to conserve and more efficiently use water sources.	13. Integrate Cascade's water efficiency programs with members' activities to achieve Cascade's objectives while providing greater value to members by assisting in their sustainability, climate action, and stormwater management plans.	13. Held numerous Soil and Water Stewardship workshops, installed rainwater harvesting and drip irrigation systems, and delivered natural yard care programs. Met with member staff to discuss conservation measures and a new conservation goal for the Transmission and Supply Plan Update.	Amount of water saved per day on an average annual basis.	<u>Target:</u> Total cumulative savings of 0.5 MGD by 12/31/2024 <u>Achieved:</u> 2021: 37,092 GPD saved 2022: 11,553 GPD saved 2023: 21,446 GPD saved
H. Enhance education and outreach activities to enable residents, businesses, schools and public agencies to take action to protect and preserve natural water resources.	14. Continue to enhance Cascade's education programs, such as developing additional water-related curriculum. 15. Continue to conduct community outreach and provide services in member service areas regarding water resource stewardship. 16. Implement the We Need Water (WNW) social media strategic plan. 17. Continue the TappsWise program focusing on natural yard care, septic system deficiencies follow-up, and water quality for the Lake Tapps Reservoir.	14. Continued to deliver top-quality school programs, which are back to pre-Covid engagement levels. Helped fund a water bottle filling station at Skyline High School in Sammamish; provided We Need Water bottles for Skyline and Issaquah students who pledged to avoid using single-use plastic bottles. Provided three series of sustainable landscaping/ gardening classes, garden tours, nursery classes. 15. Sponsored Bellevue Family 4 th , Kirkland Concert Series, Issaquah Salmon Days, Redmond Derby Days, Sammamish Pumpkin Event, Skyway Health and	<ul style="list-style-type: none"> Number of students reached via presentations. Number of Cascade Gardener attendees. 	<u>Target (Students):</u> > 8,000 students <u>Achieved (Students):</u> 2021: 10,614 2022: 12,882 2023: 13,225 <u>Target (Cascade Gardener):</u> > 2,000 attendees <u>Achieved (Cascade Gardener):</u> 2021: 2,102

		<p>Wellness Fair, Tukwila Back to School Bash, and NW Flower & Garden Show. Debuted Cascade's improved Water Wall in a dozen languages.</p> <p>16. Launched the revamped We Need Water social media campaign and published nine podcasts on a variety of water-related topics.</p> <p>17. Continued to partner with Tacoma-Pierce County Health Department on the TappsWise program to support water quality education at the Lake Tapps Reservoir.</p>		<p>2022: 1,505</p> <p>2023: 3,060</p>
I. Sustainably manage Cascade's facilities, equipment, assets and capital projects in a way that minimizes impacts on the natural environment.	18. Monitor the solar power system and utility bills for the powerhouse to determine consistency with energy production estimates.	18. Produced slightly more kilowatts of energy than the amount used by the powerhouse, for an estimated savings of \$10,000.	Amount of water and/or energy saved by implementing resource-efficient actions.	<p><u>Target:</u> Savings increase over prior year.</p> <p><u>Achieved:</u></p> <p>2021: N/A</p> <p>2022: N/A</p> <p>2023: \$10,000 estimated savings</p>
J. Identify changing environmental conditions, such as climate change, and develop strategies to mitigate impacts.	19. Evaluate the impacts climate change may have on Cascade's long-term supply for inclusion in the Transmission & Supply Plan.	19. Made good progress on the climate change impacts study, which will be completed in 2024.	N/A	N/A

FOCUS AREA 4: REGIONAL LEADERSHIP

GOAL: Lead, influence and serve as a convener on regional water-related issues and proactively maintain strong relationships to achieve the priorities of Cascade and its members.

Strategic Plan Strategies	2023 Work Plan Actions	2023 Achievements	Performance Measures (based on Strategies)	Performance Targets and 2021-2023 Achieved
K. Advance Cascade's legislative interests to achieve Cascade's overall mission.	20. Establish and implement a legislative agenda.	20. Implemented the 2023 legislative agenda and continued to foster relationships at all governmental levels to further Cascade and members' interests	N/A	N/A
L. Maintain trust and a good working relationship with Cascade's member communities and Lake Tapps partners.	21. Convene community meetings with the Lake Tapps Community, Tribes, and the Four Cities. 22. Sponsor events and activities in the Lake Tapps and member communities.	21. Met in person with the Four Cities on June 27 and with the Lake Tapps Community on May 10. Met with the Lake Tapps Community Council on the milfoil pilot project. Met monthly with the Tribes via the White River Management Agreement meetings. 22. In addition to the member events mentioned under <i>Environmental Stewardship</i> , sponsored Beautify Bonney Lake and partnered with East Pierce Fire & Rescue and Pierce County on Swimsafe outreach. Hosted an event among Cascade's and members' legal counsels.	Number of community meetings held.	<u>Target:</u> 1 meeting each with Lake Tapp Community and Four Cities <u>Achieved:</u> 2021: Met with both groups 2022: Met with both groups 2023: Met with both groups
M. Participate in water-related issues at the regional, state, national and industry levels.	23. Work with the Water Supply Forum on a strategy to identify and secure funding to improve the resiliency of the region's drinking water system.	23. On hold by the Water Supply Forum.	Number regional, state, national or industry issues/venues Cascade engaged in.	<u>Target:</u> 1 or more venues <u>Achieved:</u> 2021: Water Supply Forum; Aspen-Nicholas Water Forum; AWWA rate methodology forum 2022: Water Supply Forum; Aspen-Nicholas 2023: Water Supply Forum
N. Look for opportunities to partner with regional entities that have shared objectives.	24. Continue to collaborate with Sumner and BNSF on the Sumner White River Restoration/BNSF Railroad Staging Tracks project, including finalizing the project agreements.	24. Worked collaboratively with Sumner on design and transaction documents and continued to support Sumner on the redesign of the project after BNSF's	N/A	N/A

	25. Continue to collaborate with the Puyallup and Muckleshoot Tribes and USACE to jointly manage flows and operations in the White River and minimize impacts caused by construction of Phase 3 of the USACE's Mud Mountain Dam Fish Passage project.	withdrawal. Presented Cascade's final offer to Sumner for fair compensation. 25. Met regularly with USACE to jointly manage sediment, improve communications, and collaborate on problem-solving.		
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FOCUS AREA 5: GOOD GOVERNANCE GOAL: Provide the most cost-effective services possible through Cascade's governance model of a small, efficient and nimble organization with engaged members and Board of Directors.				
Strategic Plan Strategies	2023 Work Plan Actions	2023 Achievements	Performance Measures (based on Strategies)	Performance Targets and 2021-2023 Achieved
O. Ensure continued strong engagement with current and new Board members.	26. Provide monthly member updates. 27. On-board new Board members and alternates, including offering tours of the White River-Lake Tapps Reservoir system. 28. Provide individual briefings to Board members and alternates as requested and as needed.	26. Provided updates to members each month. 27. Onboarded new Board Alternate from Issaquah. 28. Met with the Resource Management Committee chair on water quality issues.	Number of monthly member updates sent.	<u>Target:</u> 12 <u>Achieved:</u> 2021: 12 2022: 12 2023: 12
P. Strengthen the relationship between Cascade and members' councils, commissions and other elected officials.	29. Offer presentations to members' councils, commissions and other elected or appointed officials on topics of interest.	29. Briefed Issaquah's Mayor, Deputy City Administrator, and Public Works Director on the Washington State Department of Transportation's culvert projects as they relate to the Bellevue-Issaquah Pipeline.	Number of presentations to members' elected bodies.	<u>Target:</u> 2 or more <u>Achieved:</u> 2021: 7 WSDF presentations 2022: 5 budget and rates presentations 2023: 0 (none were requested or needed)
Q. Expand Cascade's unique business model to new issues to deliver services more efficiently and cost-effectively.	30. Offer members the opportunity to piggyback on Cascade's contracts.	30. No opportunities available in 2023.	N/A	N/A
R. Support the Board in updating Cascade's mission, vision, and long-range goals to	31. Conduct a Board workshop to develop policy guidelines for long-term water quality investments.	31. Completed a half-day Board workshop focused on water quality policy guidance.	Number of Strategic Plan Strategies	<u>Target:</u> 90% (19 of 21 Strategies in 2020-2024 Plan)

guide the development of future strategic plans.			achieved each year.	<u>Achieved:</u> 2021: 95% 2022: 95% 2023: 90%
<i>Additional Good Governance actions that aren't associated with specific Strategic Plan Strategies.</i>	32. Complete the financial and accountability audits on time and free of findings. 33. Complete the office move.	32. Completed the financial and accountability audits that resulted in clean audits and no findings. 33. Completed the office move in April.	Number of material audit findings.	<u>Target:</u> 0 <u>Achieved:</u> 2021: 0 2022: 0 2023: 0

FOCUS AREA 6: EMERGING ISSUES GOAL: Support members in addressing emergent priority issues while maintaining accountability to ratepayers.				
Strategic Plan Strategies	2023 Work Plan Actions	2023 Achievements	Performance Measures (based on Strategies)	Performance Targets and 2021-2023 Achieved
S. Engage in strategies to address affordability in water-related services.	34. Support proposed state legislation regarding water affordability funding and programs.	34. Supported utility connection charge legislation; worked with utilities to develop low-income water assistance and to revise Drinking Water State Revolving Fund program definition of disadvantaged communities; tracked federal LIHWAP for potential future permanent funding.	Number of activities or efforts to address affordability.	<u>Target:</u> 1 or more <u>Achieved:</u> 2021: Participated in Aspen-Nicholas Water Forum; presented RCFC affordability options to FMC 2022: Participated in Aspen-Nicholas Water Forum 2023: See 2023 Achievements column
T. Support members in working with regulators and other government agencies to achieve members' goals.	35. Continue to advocate members' interests with Seattle, King County, the Washington State Department of Transportation (WSDOT), and other governmental agencies, such as the BIP conflict with WSDOT's fish passage culverts projects.	35. Led the negotiation and technical aspects of the BIP conflict with WSDOT's culvert project; continued to advocate for members interests.	N/A	N/A
U. Provide analysis on emergent issues to enable the Board to make informed	36. Continue to address reclaimed water through the process established under Agreement to Coordinate Reclaimed Water.	36. Continued to meet with King County and other stakeholders on reclaimed water issues such as water quality and template terms.	N/A	N/A

decisions and guide Cascade's work.	37. Continue to collaborate with Issaquah and Bellevue on evaluating their request for new connection and tie-in to BIP.	37. Issaquah paused work on new connections to the BIP.		
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Additional 2023 Achievements

In addition to the 2023 Work Plan achievements listed on the preceding pages, the following are other notable achievements for the year.

Strategic Plan Focus Area	2023 Achievements
Focus Area 1: Asset Management	<ul style="list-style-type: none"> Completed the SCADA/Security project and within the Board-approved budget. Completed the Headworks Headgate 1 Actuator replacement project. Upgraded 50 feet of the Dike 11 ecology block wall to protect the blocks from wave and wind action. Installed a new emergency pump at the Valve House. Completed all items that were identified in the State Dam Safety Office's 5-year dike inspection comments. Demolished Cascade's Ford property and cleaned up illegal dumping in the adjacent property. Continued to make progress on design for Dikes 9 and 10 to improve seismic resiliency.
Focus Area 2: Water Resources	<ul style="list-style-type: none"> Activated Cascade's Water Shortage Management Plans at the Voluntary Curtailment stage after Seattle Public Utilities activated its plan on September 21. Worked with members to activate their plans and provide messaging to their retail customers. Moving to the Voluntary Stage stretched water supplies and ensured that enough water was available until rain replenished the mountain reservoirs. Deactivated the plans on December 11. Received Board approval of the Amended and Restated Agreements with Bellevue and Sammamish Plateau Water regarding maintenance, operations, repair, emergency response, and capital improvements for the Bellevue-Issaquah Pipeline (BIP).
Focus Area 3: Environmental Stewardship	<ul style="list-style-type: none"> Renewed five-year shoreline exemptions with Pierce County, and Bonney Lake and secured renewed 5 year HPA from the Department of Fish and Wildlife. Secured a new five-year shoreline exemption with Buckley.
Focus Area 4: Regional Leadership	<ul style="list-style-type: none"> Led the Water Supply Forum's emergency management workshop that emergency management offices, health departments, American Red Cross, Homeland Security, FEMA, Forum members, and other agencies attended. Shared updates and guidance and provided opportunities for members to share information on compliance with the lead service line inventory requirements in the U.S. EPA's Lead and Copper Rule Revisions.
Focus Area 5: Good Governance	<ul style="list-style-type: none"> Received the Government Finance Officers Association's Distinguished Budget Presentation Award for its 2023 - 2024 budget for the third time in a row. Earned the 2023 WellCity Award from the Association of Washington Cities Employee Benefits Trust, which saves Cascade 2% on health insurance costs. Collaborated with Redmond, Bellevue, and Kirkland to resolve historical cost allocation issues.
Focus Area 6: Emerging Issues	<ul style="list-style-type: none"> Collaborated with member agencies to investigate a non-regulated PFAS compound that Sammamish Plateau Water detected in the BIP.



Cascade's 2024 Work Plan

2024 Priorities:

- Complete negotiations for a block contract extension with Seattle or a new supply contract with Tacoma to defer developing Lake Tapps.
- Implement the Headworks Intake Modification Project (Phase 3) with the US Army Corps of Engineers and perform maintenance projects during the flowline outage.
- Finalize the climate change impacts analysis and drinking water quality management plan.
- Develop and receive Board approval of the 2025-2026 budget and rate proposals.

FOCUS AREA 1: ASSET MANAGEMENT GOAL: Optimize Cascade's assets to support current and future needs.	
Strategies	2024 Work Plan Actions
A. Implement strategies and make investments to protect the Lake Tapps Reservoir as a future drinking water supply.	1. Make progress on the following projects: <ol style="list-style-type: none"> Headworks Intake Modifications (Phase 3) and Flowline Outage Valve House System Control Rehabilitation Valve House Valve 1 Rehabilitation Fish Screen Crane Improvements Fish Screen Facility Hydraulic System Improvements Dikes 9&10 Improvements Design Dingle Basin Valve Actuators Replacement 2. Update the 10-year Integrated Aquatic Vegetation Management Plan. 3. Develop a Trespassing Management Plan.
B. Use baseline water quality information to evaluate how future drinking water from the Lake Tapps Reservoir will meet water quality regulatory standards and regional expectations.	4. Complete the Water Quality Management Plan. 5. Implement the annual milfoil treatment program, including a pilot program that allows HOAs and homeowners to pay for treatment. 6. Monitor opportunities to engage in local government planning/stormwater activities that benefit water quality.
C. Maximize Cascade's assets to generate other sources of revenue or benefits.	7. Explore revenue generating opportunities, such as: <ul style="list-style-type: none"> • Compensation for commercial use of Cascade's property • Property and property rights sales • Enhanced investment strategy

FOCUS AREA 2: WATER RESOURCES GOAL: Ensure flexibility, certainty and resiliency of Cascade's future drinking water supply for the region.	
Strategic Plan Strategies	2024 Work Plan Actions
D. Delay capital costs in developing the Lake Tapps Reservoir as a municipal water supply by purchasing water from other regional suppliers and utilizing reclaimed water, independent supplies, and other water sources.	8. Support the Board in its decision-making process on the supply contract. Upon receiving Board direction, complete negotiations for a block contract extension with Seattle or a new supply contract with Tacoma to defer developing Lake Tapps. 9. Resume work on the Transmission and Supply Plan and seek another extension from Department of Health.
E. Develop strategies to address current and future drinking water quality issues to assist members in maintaining independent supplies.	10. Track PFAS legislation and rulemaking at the federal and state levels and support members as needed.
F. Collaborate with members and other utilities to implement actions that improve the region's resiliency for seismic events and other major disruptions impacting water supply delivery.	11. Begin implementing actions to better prepare for an emergency for the Bellevue-Issaquah Pipeline (BIP), such as purchasing materials and spare parts. 12. Continue to lead the Water Supply Forum in implementing regional emergency response actions, including a regional tabletop exercise.

FOCUS AREA 3: ENVIRONMENTAL STEWARDSHIP

Goal: Protect the natural environment by advancing water resource stewardship and sustainable business practices.

Strategic Plan Strategies	2024 Work Plan Actions
G. Contribute to regional activities that reduce water demand, including peak season demand, to conserve and more efficiently use water sources.	13. Integrate Cascade's water efficiency programs with members' activities to achieve Cascade's objectives while providing greater value to members by assisting in their sustainability, climate action, and stormwater management plans. 14. Develop pilot programs, such as Turf Removal and Flume home water use monitoring, to find additional ways to help reduce peak season demand.
H. Enhance education and outreach activities to enable residents, businesses, schools and public agencies to take action to protect and preserve natural water resources.	15. Continue to enhance Cascade's education programs, such as developing additional water-related curriculum. 16. Continue to conduct community outreach and provide services in member service areas regarding water resource stewardship, such as the Northwest Flower and Garden Show and Cascade Gardener. 17. Continue the TappsWise program focusing on natural yard care, septic system deficiencies follow-up, and water quality for the Lake Tapps Reservoir.
I. Sustainably manage Cascade's facilities, equipment, assets and capital projects in a way that minimizes impacts on the natural environment.	18. Monitor the solar power system and utility bills for the powerhouse to determine consistency with energy production and cost-savings estimates.
J. Identify changing environmental conditions, such as climate change, and develop strategies to mitigate impacts.	19. Complete the climate change impacts study for inclusion in the Transmission & Supply Plan.

FOCUS AREA 4: REGIONAL LEADERSHIP

GOAL: Lead, influence and serve as a convener on regional water-related issues and proactively maintain strong relationships to achieve the priorities of Cascade and its members.

Strategic Plan Strategies	2024 Work Plan Actions
K. Advance Cascade's legislative interests to achieve Cascade's overall mission.	20. Establish and implement a legislative agenda.
L. Maintain trust and a good working relationship with Cascade's member communities and Lake Tapps partners.	21. Convene community meetings with the Lake Tapps Community, Tribes, and the Four Cities. 22. Sponsor events and activities in the Lake Tapps and member communities.
M. Participate in water-related issues at the regional, state, national and industry levels.	23. Continue to participate in the Water Supply Forum on regional water issues. 24. Plan and implement Cascade's 25 th Anniversary Celebration.
N. Look for opportunities to partner with regional entities that have shared objectives.	

FOCUS AREA 5: GOOD GOVERNANCE

GOAL: Provide the most cost-effective services possible through Cascade’s governance model of a small, efficient and nimble organization with engaged members and Board of Directors.

Strategic Plan Strategies	2024 Work Plan Actions
O. Ensure continued strong engagement with current and new Board members.	25. Provide monthly member updates. 26. On-board new Board members and alternates, including offering tours of the White River-Lake Tapps Reservoir system. 27. Provide individual briefings to Board members and alternates as requested and as needed.
P. Strengthen the relationship between Cascade and members’ councils, commissions, and other elected officials.	28. Offer presentations to members’ councils, commissions, and other elected or appointed officials on the water supply contract negotiations and other topics of interest.
Q. Expand Cascade’s unique business model to new issues to deliver services more efficiently and cost-effectively.	29. Offer assistance to members on reviewing their rate structures with respect to affordability and peak demand.
R. Support the Board in updating Cascade’s mission, vision, and long-range goals to guide the development of future strategic plans.	30. Engage the Board in discussions on climate change adaptation strategies and water quality impacts on the Lake Tapps Reservoir.
<i>Additional Good Governance actions that aren’t associated with specific Strategic Plan Strategies.</i>	31. Develop and gain Board approval of the 2025-2026 budget and rate proposals. 32. Complete the financial and accountability audits on time.

FOCUS AREA 6: EMERGING ISSUES

GOAL: Support members in addressing emergent priority issues while maintaining accountability to ratepayers.

Strategic Plan Strategies	2024 Work Plan Actions
S. Engage in strategies to address affordability in water-related services.	33. Support proposed state legislation regarding water affordability funding and programs.
T. Support members in working with regulators and other government agencies to achieve members’ goals.	34. Continue to advocate members’ interests with Seattle, King County, Washington State Department of Transportation, Washington State Department of Health, Washington State Department of Ecology, and other governmental agencies on issues such as PFAS monitoring. 35. Begin design on the Lewis Creek Crossing/BIP relocation project as part of WSDOT’s culvert improvement project.
U. Provide analysis on emergent issues to enable the Board to make informed decisions and guide Cascade’s work.	36. Continue to address reclaimed water through the process established under Agreement to Coordinate Reclaimed Water.



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

1. CALL TO ORDER

At 3:31 p.m. Chair Sweet called the meeting to order. Board Members confirmed that they received the meeting materials and could hear the speakers clearly.

2. ROLL CALL

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

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

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

3. PUBLIC COMMENT

None.

4. APPROVAL OF AGENDA

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

5. CHIEF EXECUTIVE OFFICER'S REPORT

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

6. CONSENT ITEMS

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

¹ Joined the Zoom during the executive session.

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

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

7. OTHER ACTION ITEMS

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

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

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

Mr. Hoffman responded to various questions from Board Members.

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

8. STAFF PRESENTATIONS

No report.

9. COMMITTEE REPORTS

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

10. EXECUTIVE SESSION

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

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

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

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

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

11. NEW BUSINESS

None.

12. NEXT REGULAR MEETING

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

13. ADJOURN

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

APPROVED BY:

Penny Sweet, Chair

Angela Birney, Vice-Chair

AGENDA MEMORANDUM

SUBJECT

Motion to adopt Resolution No. 2024-02 to appoint Board Officers.

BACKGROUND

Cascade Water Alliance Code ("CWAC") 2.05.110 provides that the Cascade Board of Directors ("Board") will appoint Board Officers:

CWAC 2.05.100 Number.

Cascade shall have a Chair, Vice-Chair, Treasurer and Secretary, each of whom shall be appointed by the Board from among the Board Members. The Chair shall serve as and shall be designated the "Chair of the Board." Such other officers as may be deemed necessary or appropriate may be appointed by the Board from among the Board Members. Any two or more offices, with the exception of the Chair and Treasurer, may be held by the same Board Member.

CWAC 2.05.110 Appointment and term of office.

The officers of Cascade shall be appointed by the Board at the annual meeting in even-numbered years, to serve for two years until the next annual meeting in an even-numbered year or until removed by the Board. Each officer shall hold office until a successor shall have been appointed, except in the event of the termination of an officer's term in the manner herein provided. Notwithstanding the foregoing, no Board Member shall continue in the capacity of an officer (1) if he or she is no longer an elected official of the Member agency whom he or she represents, or (2) after the Member agency has delivered notice of resignation or removal under CWAC 2.05.070.

As provided in CWAC 2.05.110, the following are a slate of volunteers to serve as Officers of Cascade. The Board shall vote on this slate at the February Board meeting.

Chair: Penny Sweet

Vice Chair: Angela Birney

Treasurer: Mary Lou Pauly

Secretary: Mary Lou Pauly

The term for each Officer shall be in full force and effect upon action of the Board at the February 28, 2024 Board meeting or upon their appointment to the Board by their Member agency, whichever is later.

FISCAL IMPACT

None.

OPTIONS

1. Adopt Resolution No. 2024-02 to appoint Board Officers.
2. Do not adopt Resolution No. 2024-02 and provide alternate direction to staff.

RECOMMENDED ACTION

Adopt Resolution No. 2024-02 to appoint Board Officers.

ATTACHMENT

Proposed Resolution No. 2024-02.



RESOLUTION No. 2024-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CASCADE WATER ALLIANCE,
A WASHINGTON MUNICIPAL CORPORATION,
APPOINTING BOARD OFFICERS

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; and

WHEREAS, the Cascade Water Alliance Code ("**CWAC**") 2.05.100 and 2.05.110 provide that the Cascade Board of Directors ("**Board**") will appoint Board Officers as follows (in relevant part):

CWAC 2.05.100 Number.

Cascade shall have a Chair, a Vice-Chair, a Treasurer and Secretary, each of whom shall be appointed by the Board from among the Board Members. The Chair shall serve as and shall be designated the "Chair of the Board." Such other officers as may be deemed necessary or appropriate may be appointed by the Board from among the Board Members. Any two or more offices, with the exception of the Chair and Treasurer, may be held by the same Board Member.

CWAC 2.05.110 Appointment and term of office.

The officers of Cascade shall be appointed by the Board at the annual meeting in even-numbered years, to serve for two years until the next annual meeting in an even-numbered year or until removed by the Board. Each officer shall hold office until a successor shall have been appointed, except in the event of the termination of an officer's term in the manner herein provided. Notwithstanding the foregoing, no Board Member shall continue in the capacity of an officer (1) if he or she is no longer an elected official of the Member agency whom he or she represents, or (2) after the Member agency has delivered notice of resignation or removal under CWAC 2.05.070.

Appointment of an officer or agent shall not of itself create contract rights in the individual or in the member or other entity concerned.

and;

WHEREAS, the Board now desires to appoint officers.

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

Section 1. Appointment of Officers.

As provided in CWAC 2.05.110, the Officers of Cascade are appointed as follows:

Chair: Penny Sweet
Vice Chair: Angela Birney
Treasurer: Mary Lou Pauly
Secretary: Mary Lou Pauly

Section 2. Effect. Each Officer appointment pursuant to this Resolution shall be in full force and effect upon action of the Board at the meeting on this date, or upon their appointment to the Board by their Member agency, whichever is later.

ADOPTED AND APPROVED by the Board of Directors of the Cascade Water Alliance at a meeting thereof, held on the 28th of February 2024.

CASCADE WATER ALLIANCE

Penny Sweet, Chair

Attest – Ray Hoffman, Chief Executive Officer

Angela Birney, Vice Chair

Members

Yes _____
No _____

Demand Share

Yes _____ %
No _____ %

Include in CWAC?

☐ Yes
☒ No

AGENDA MEMORANDUM

SUBJECT

Motion to adopt Resolution No. 2024-03 to appoint Standing Committee Membership.

BACKGROUND

Cascade Water Alliance Code ("CWAC") 2.05.110 provides that the Cascade Board of Directors ("Board") will create standing committees and members as follows (emphasis added):

CWAC 2.05.330 Standing committees

The Board may create standing committees as it deems appropriate. Following solicitation of self-nominations, the Board shall approve a slate of Chairpersons and Members of such standing committees from the Board Membership and Alternates. If appointed, Alternates may serve on Standing or Special Committees, including in committee discussion and the committee recommendations.

To encourage full participation by all Member Agencies, Chairpersons should be Board Members, unless rare exceptional circumstances exist as determined by the Board. To encourage a discussion of the broad range of interests among Member Agencies, the Board shall strive to appoint standing committee Members in a manner that reflects the broad range of view points and perspectives among Member Agencies.

No committee shall have the authority to take any action inconsistent with these Bylaws, or the Agreement.

Because the standing committees do not act on behalf of the Cascade Board, and do not conduct public hearing or take public testimony or public comment, committees are not governing bodies under the Open Public Meetings Act. However, the Board desires that the standing committees shall follow the Open Public Meetings Act for public notice under CWAC 2.05.340 and to encourage participation. Meetings may be held without a quorum and committee recommendations to the Board will note if a quorum was not present.

The Standing Committees shall be as follows:

A. Finance and Management Committee. The finance and management committee shall be responsible for the ongoing oversight of the administrative, business systems, and other management and financial affairs of Cascade and consider and make recommendations to the Board on matters relating to the oversight of the financial affairs of Cascade including to ensure an outside audit is conducted annually.

B. Resource Management Committee. The resource management committee shall consider and make recommendations to the Board on matters relating to planning and development of water supply resources, operations and maintenance, water quality, and water conservation.

C. Public Affairs. The public affairs committee shall consider and make recommendations to the Board on matters relating to general outreach, public information and communication programs, community outreach and relationships, public relations, intergovernmental affairs, state and federal affairs, and Membership.

The following is a slate of volunteers to chair and serve on each committee. The Board will vote on this slate at the February Board meeting.

Finance and Management Committee

Chair: Mary Lou Pauly

Members: Penny Sweet, Dave Hamilton, John Stokes

Resource Management Committee

Chair: Lloyd Warren

Members: Jon Ault, Dave Hamilton, Tom McLeod, Jon Pascal, John Stokes, Ryika Hooshangi, Angie Nuevacamina

Public Affairs Committee

Chair: Angela Birney

Members: Penny Sweet, John Stokes, Ryika Hooshangi, Russell Joe, Dennis Martinez

The term for each committee Chair and the term for each committee Member will take effect upon the Board's adoption of Resolution No. 2024-03 or the date that the Chair or committee Member is appointed to the Board by their member Agency, whichever is later.

FISCAL IMPACT

None.

OPTIONS

1. Adopt Resolution No. 2024-03 to appoint chairpersons and members of the standing committees.
2. Do not adopt Resolution No. 2024-03 and provide alternate direction to staff.

RECOMMENDED ACTION

Adopt Resolution No. 2024-03 to appoint chairpersons and members of the standing committees.

ATTACHMENT

Proposed Resolution No. 2024-03.



CASCADE WATER ALLIANCE
RESOLUTION No. 2024-03

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CASCADE WATER ALLIANCE,
A WASHINGTON MUNICIPAL CORPORATION
APPOINTING STANDING COMMITTEE MEMBERSHIP

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; and

WHEREAS, the Cascade Water Alliance Code ("**CWAC**") 2.05.330 provides that the Cascade Board of Directors ("**Board**") will create standing committees and appoint members as follows (emphasis added):

CWAC 2.05.330 Standing committees

The Board may create standing committees as it deems appropriate. Following solicitation of self-nominations, the Board shall approve a slate of Chairpersons and Members of such standing committees from the Board Membership and Alternates. If appointed, Alternates may serve on Standing or Special Committees, including in committee discussion and the committee recommendations.

To encourage full participation by all Member Agencies, Chairpersons should be Board Members, unless rare exceptional circumstances exist as determined by the Board. To encourage a discussion of the broad range of interests among Member Agencies, the Board shall strive to appoint standing committee Members in a manner that reflects the broad range of view points and perspectives among Member Agencies.

No committee shall have the authority to take any action inconsistent with these Bylaws, or the Agreement.

Because the standing committees do not act on behalf of the Cascade Board, and do not conduct public hearing or take public testimony or public comment, committees are not governing bodies under the Open Public Meetings Act. However, the Board desires that the standing committees shall follow the Open Public Meetings Act for public notice under CWAC 2.05.340 and to encourage participation. Meetings may be held without a quorum and committee recommendations to the Board will note if a quorum was not present.

The Standing Committees shall be as follows:

A. Finance and Management Committee. The finance and management committee shall be responsible for the ongoing oversight of the administrative, business systems, and other management and financial affairs of Cascade and consider and make recommendations to the Board on matters relating to the oversight of the financial affairs of Cascade including to ensure an outside audit is conducted annually.

B. Resource Management Committee. The resource management committee shall consider and make recommendations to the Board on matters relating to planning and development of water supply resources, operations and maintenance, water quality, and water conservation.

C. Public Affairs. The public affairs committee shall consider and make recommendations to the Board on matters relating to general outreach, public information and communication programs, community outreach and relationships, public relations, intergovernmental affairs, state and federal affairs, and Membership.

WHEREAS, the Board now desires to appoint committee chairpersons and committee members.

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

Section 1. Appointment of chairpersons, members, and alternates of such standing committees.

As provided in Cascade Water Alliance Code 2.05.330, the Chairs and Members of the standing committees are as follows:

Finance and Management Committee

Chair: Mary Lou Pauly

Members: Penny Sweet, Dave Hamilton, John Stokes

Resource Management Committee

Chair: Lloyd Warren

Members: Jon Ault, Dave Hamilton, Tom McLeod, Jon Pascal, John Stokes, Ryika Hooshangi, Angie Nuevacamina

Public Affairs Committee

Chair: Angela Birney

Members: Penny Sweet, John Stokes, Ryika Hooshangi, Russell Joe, Dennis Martinez

Section 2. Effect. This Resolution shall be in full force and effect on the date of its adoption, provided that the appointment of each Chair or committee Member shall take effect upon the date of this Resolution or the date that the Chair or committee Member is appointed to the Board by their Member agency, whichever is later.

ADOPTED AND APPROVED by the Board of Directors of the Cascade Water Alliance at a meeting thereof, held the 28th day of February 2024.

CASCADE WATER ALLIANCE

Penny Sweet, Chair

Attest – Ray Hoffman, CEO

Angela Birney, Vice Chair

Members
Yes _____
No _____

Demand Share
Yes _____ %
No _____ %

Include in CWAC?

☐ Yes
☒ No



PUBLIC AFFAIRS COMMITTEE

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

Meeting RECAP
Wednesday, February 7, 2024
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 February 28, 2024 Board Meeting.**
- 4. Discussion Items.**
 - A. Sumner Habitat Restoration Project Update.** Staff will provide an update on the latest communication from Sumner regarding its restoration project.

Recap: Staff updated the committee on a letter Cascade recently received from Sumner regarding its restoration project. Sumner is redesigning the project so it will not need any of Cascade's tailrace parcel real estate interests. The Board will receive a briefing on this topic at the February 28 Board meeting.
 - B. State Legislative Update.** Staff will provide an update on bills and activities in the state legislative session (attachment).

Recap: The legislative session passed its policy and fiscal committee deadlines, and many bills have died. The next cutoff date is February 13, when bills must have passed out of their chamber of origin. Cascade is closely monitoring a proposed budget proviso that impacts whether the Department of Health will continue to oversee water utility conservation programs or whether the Department of Ecology will have a role. Cascade is also supporting a proposed proviso to fund a study of a state low-income household water utility assistance program. The last day of session is March 7.
 - C. Water Efficiency Program Update.** Staff will update the committee on plans for 2024 programs and outreach and provide a recap of 2023. Topics will include a turf removal program, Sustainability Ambassadors 2024 activities, a Northwest Flower and Garden Show update, among other items.

Recap: Staff provided a brief update on the status of the Turf Removal program. Staff are researching other utility turf removal programs throughout the west as well as legal issues surrounding a possible rebate program. Cascade partners Tilth Alliance,

Sustainability Ambassadors, and Brilliant Marketing gave presentations on their work with Cascade and how they could support a turf removal program. Staff will continue to brief the Public Affairs Committee as the program develops.

5. Other Issues.

6. Next Meeting Date and Location.

The next meeting will be Wednesday, March 6, 2024, 9:00 a.m. – 10:00 a.m. at Cascade's office and via Zoom.



RESOURCE MANAGEMENT COMMITTEE
Lloyd Warren, Chair, Sammamish Plateau Water
Penny Sweet, City of Kirkland
Jon Ault, Skyway Water & Sewer District
John Stokes, City of Bellevue
Jon Pascal, City of Kirkland
Ryika Hooshangi, Sammamish Plateau Water

Meeting RECAP
Thursday, February 8, 2024
2:00 PM – 3:30 PM
Held at Cascade's office and via Zoom

1. **Chair Comments.**
2. **Executive Session.**
3. **Discussion Items.**

- A. Sumner Habitat Restoration Project Update.** Staff will provide an update on the latest communication from Sumner regarding its restoration project.

Recap: Staff updated the committee on a letter Cascade recently received from Sumner regarding its restoration project. Sumner is redesigning the project so it will not need any of Cascade's tailrace parcel real estate interests. The Board will receive a briefing on this topic at the February 28 Board meeting.

- B. IAVMP Update.** Staff will provide information on a small consultant services contract that is in process for developing the 2025 Integrated Aquatic Vegetation Management Plan (IAVMP).

Recap: Staff updated the committee on a \$45K consultant contract with Aquatechnex to develop the 2025 IAVMP Update, a 10-year plan providing for a long-term adaptive management strategy for aquatic plants that is cost effective and ecologically sustainable. The plan will focus on milfoil control but also address native nuisance plants as well as other non-native nuisance plants.

- C. Trespassing Management.** Staff will provide information on a small consultant services contract that is under way to proactively address trespassing issues on Cascade's property.

Recap: Staff briefed the committee on a \$33K consultant contract with a security specialist to help Cascade develop a programmatic approach to its many trespassing issues, both criminal and nuisance trespassing. The consultant will identify cost-effective options for Cascade to address its most problematic, highest risk areas.

- D. Tacoma-Pierce County Health Department Septic Inspection Program.** Staff will share an update regarding the Tacoma-Pierce County Health Department's Septic Inspection Program. The update will outline how the program operates, including the financial assistance program, and demonstrate the inspection status of septic systems in the Lake Tapps Reservoir watershed.

Recap: Staff briefed the committee on the Tacoma-Pierce County Health Department's (TPCHD) program for septic system inspections and the inspection status of septic systems in the Lake Tapps Reservoir watershed. There has been a significant improvement in septic systems that are in compliance with inspections and any required maintenance between 2020 and 2023. Cascade supports the program through its contract with TPCHD with a total of \$5,000 in funding for financial assistance for those who demonstrate need through the county requirements.

- E. Regular Report on Water Quality – PFAS Update.** Staff will provide an update on the PFAS discussion with the Washington State Department of Health and Seattle Public Utilities.

Recap: Staff updated the committee on the meeting with the Washington State Department of Health (DOH) and Seattle Public Utilities (SPU) regarding the detection of the unregulated, short-chain PFAS compound PPF Acid (PFPrA) in samples collected at the end of the Bellevue-Issaquah Pipeline and parts of SPU's system. It was agreed by all meeting attendees that no risk message to the public is required at this time. Additionally, it was determined that the detected level is significantly below the estimated health advisory level based on the very preliminary data that is available. SPU and Cascade will provide a report to the DOH for peer review based on what has been found to date.

- 4. Items Recommended for Action at the February 28, 2024 Board Meeting.**
- 5. Other issues.**
- 6. Next Meeting Date and Location.**

The next meeting will be Thursday, March 14, 2024, 2:00 p.m. – 3:30 p.m. at Cascade's office and via Zoom.