



REGULAR MEETING OF THE BOARD OF DIRECTORS
AGENDA
CASCADE WATER ALLIANCE
Held at Cascade's Office and Via Zoom
September 24, 2025
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 July 23, 2025.	<u>16</u>
b. Motion to authorize the Chief Executive Officer to execute a Utility Construction Agreement with Washington State Department of Transportation to provide bridge reinforcement design and coordination services in support of relocation of the Bellevue-Issaquah Pipeline at Lewis Creek, in an amount not to exceed \$260,000.	<u>19</u>
c. Motion to adopt Resolution No. 2025-13, delegating authority to the Chief Executive Officer to negotiate and execute all contracts, subject to previously authorized expenditure limits of \$30,000, in connection with (1) acquiring East King County Regional Water Association's (EKCRWA) interests in the Snoqualmie Aquifer Project (SAP) water right applications, acquiring the Easement for Well Site, and acquiring any other assets held by EKCRWA deemed beneficial to Cascade by the Chief Executive Officer, and (2) advancing the SAP water rights application held jointly with Seattle Public Utilities.	<u>22</u>
8. OTHER ACTION ITEMS	
a. Motion to authorize the Chief Executive Officer to execute a contract with Clark Nuber to assess the Regional Capital Facilities Charge process and workflows of Cascade members in an amount not to exceed \$106,000.	<u>32</u>

- 9. STAFF PRESENTATIONS
 - a. CEO Search Update. 34
 - b. Cascade Supply Program Update – *No materials in packet.*
- 10. COMMITTEE REPORTS
 - a. Executive Committee – *No meeting held.*
 - b. Finance and Management Committee – *September 16, 2025.* 37
 - c. Public Affairs Committee – *September 3, 2025.* 39
 - d. Resource Management Committee – *September 11, 2025.* 41
- 11. NEW BUSINESS
- 12. NEXT REGULAR MEETING – *October 22, 2025 – 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: September 24, 2025

TO: Penny Sweet, Chair
Board of Directors

FROM: Melina Thung, Interim Chief Executive Officer

SUBJECT: Chief Executive Officer's Report

Administration, Finance, and Economics

- Joe Mickelson, Cascade's Operations Director, announced he will be retiring in early 2026. Cascade posted the Operations Director recruitment in mid-August and is in the process of interviewing potential candidates for the position.
- The Office of the Washington State Auditor (SAO) began Cascade's 2023 Accountability audit in September, which includes a review of the financial statement audit report. The SAO will present the results of the audit later this year.
- Clark Nuber, Cascade's outside auditing firm, conducted a review of Cascade's second quarter 2025 financial transactions in July 2025. The results of the review will be reported to the Finance and Management Committee. Clark Nuber will be performing a review of the third quarter in November.
- There have been 500 net RCFC's reported through August, with three Member reports not yet received. At this pace (750), Cascade will not meet 2025 budget expectations (1,150).
- In July, Cascade applied for and was granted a mini grant by the Association of Washington Cities for its Wellness program and used it to put on a demonstration of healthy grilling. Cascade's wellness program has been recognized with a WellCity award since 2018. The WellCity designation saves Cascade two percent on health insurance costs.
- BrightNight has continued design work on its Greenwater Battery Storage project, working with Cascade staff to address issues with the location of the powerlines in the 60% design. The current design is unacceptable to Cascade, would limit Cascade's operational ability, and would require an amendment to the Transmission Easement Agreement. Cascade granted a Right-of-Way (ROW) transmission easement to the battery energy storage system provider in 2022 and amended it in 2024. Construction is anticipated to begin in late 2025. If the project goes forward, Cascade will receive \$1.29 million upon commencement of construction as compensation in the amended transmission easement.
- Cascade suffered an email hack in September. The hacker attempted to capitalize on the hack by sending emails from an employee's account and requesting payments be sent by

ACH instead of check to one of Cascade's vendors. Cascade staff take regular cybersecurity training, and the training helped staff recognize the attack and prevent the hack from resulting in a loss. TeamLogicIT reset the employee's account and tightened email password requirements.

Capital Projects and Operations

- Phase 3 of the U.S. Army Corps of Engineer's Mud Mountain Fish Passage Project, which consists of a new Cascade Headworks Intake Structure, is progressing according to the scheduled completion date of December 31, 2025. The contractor is currently working on closure of the center divider wall, setting the radial gates and continuing work on the sluiceway.
- White River – Lake Tapps Reservoir (WRLTR) update:
 - The Lake Tapps Reservoir level was 542.11 as of September 14 (slightly below the normal full pool elevation of 542.5 that is historically maintained between April 15 and September 30 due to operational variances necessary to accommodate construction of the Phase 3 improvements, but still above Cascade's minimum requirement of 541.5).
 - Veolia and Cascade Staff completed a flow outage from September 3 – 5 in support of the Phase 3 construction project. The outage was completed ahead of schedule, and Cascade's infrastructure operated without experiencing unanticipated challenges. The flowline from the point of diversion to the White River Lake Tapps Reservoir remains drained. Water is not currently being diverted for maintaining reservoir elevation levels.
 - The annual dike inspection was completed on August 4 and 5. No substantial findings were noted. Cascade's Geotechnical Engineering/Dam Safety consultant will draft an annual dike inspection report which outlines recommendations for minor repairs to be completed between now and the annual dike inspection planned for August 2026, as well as preventative maintenance recommendations to include in a future three- to five-year dam maintenance program. Once the annual report is final, Cascade will route it to the Department of Ecology Dam Safety office for their records.
- Contract Operations and Maintenance Contract:
 - Cascade's current contract with Veolia for Operation and Maintenance of the WRLT project expires on December 31, 2026. Cascade staff issued a Request for Expressions of Interest (RFEI) on September 2. The RFEI seeks industry feedback that may be useful during the Request for Proposals (RFP) Phase and for drafting terms and conditions for a future contract. RFEI responses are due September 26. Cascade staff will provide an update to the Board in October and will seek Board authorization to issue the RFP before the end of 2025.

- Cascade Supply Program:
 - The Program and Engineering Support (PES) consultant selection process is complete. Staff will present the final selection at the September Board meeting. Cascade appreciates all the support from Member Staff throughout the process!
 - The presentation at the Board meeting will discuss next steps for the contract and the framework for the upcoming governance documentation.
 - Staff recently completed a trip to Oregon to meet with the Willamette Water Supply Program team. Staff spent a day in the office discussing governance, planning, engineering, and controls for the program, and another day in the field touring turnouts, tanks, and other facilities. Staff also visited the City of Everett, where they are in the process of constructing a water storage tank of similar magnitude to our future needs.

Water Efficiency

- Cumulative precipitation and snowpack were both lower in 2025 than the long-term average. Seattle Public Utilities (SPU) raised reservoir levels higher and earlier than normal this year, but due to the lack of snowpack and higher than normal water consumption caused by hotter and drier than normal weather, the combined reservoir storage is below the long-term average for this time of year. Despite all of this, SPU said they are cautiously optimistic and do not anticipate activating the advisory stage of their water shortage contingency plan based on the precipitation outlook being above average for this time of year.
- Cascade received its first two applications for the Turf Out program.
- Cascade Gardener recently launched its fall lineup of classes and garden tours. From now through mid-December, 12 events are scheduled at nurseries, local gardens, and on Zoom.
- Cascade hosted Bellevue College Occupational and Life Skills (OLS) students at McAuliffe Park on August 7 and 14 to learn about water conservation, watershed health, and restoration. Bellevue College's OLS program is an associate degree program for neurodiverse students with learning disabilities.
- Cascade is performing an irrigation evaluation at Bridgewater Condominiums in Issaquah.
- Cascade connected with 212 people at Sustainable Sammamish Day at the Sammamish Farmers Market on August 6, 75 people at the Skyway Health and Safety Fair on August 16, 60 people at the Tukwila Farmers Market on August 31, and 184 people at Kirkland City Hall for All on September 13.
- Cascade will be at Issaquah Salmon Days on October 4 and 5.



*Bellevue College OLS Students
Learning about Water Conservation*



Skyway Health and Safety Fair

Intergovernmental and Communications

- Board members, alternates, and member staff have been asked to provide feedback on Cascade's intergovernmental, communications, and outreach programs and plans for 2026 through a Member Survey. Responses are requested by Friday, September 26. Results will be incorporated into an Intergovernmental, Communications, and Outreach Plan that will be reviewed by the Public Affairs Committee.
- Cascade staff are preparing for the next legislative session that begins January 12, 2026. The draft legislative agenda addresses issues such as PFAS regulations, utility relocation costs, and low-income customer affordability. The Public Affairs Committee will review a draft 2026 Legislative Agenda at its October 22 meeting. Please note the revised date and time for the October Public Affairs Committee meeting: Wednesday, October 22 from 2 pm – 3 pm.
- Interim King County Executive Braddock has called for a Rate Summit as part of her 200-day plan, with participation from regional wholesale utilities. Cascade staff are participating in the planning for the summit, currently scheduled for November.
- On September 18, Chuck Clarke presented at the Washington Association of Sewer and Water Districts (WASWD) Conference on Cascade's new wholesale supply contracts with Tacoma. Entitled "Regional Solutions for Water", the presentation highlighted how Cascade has focused on regionalism since its inception, the Board's decision to contract with Tacoma, and the local and regional benefits of the new contracts.
- On September 24, Andy Baker, Cascade's Economist, and Marc Powell of Tacoma Water are presenting at the Washington Finance Officers Association (WFOA) Conference on Cascade's new wholesale supply contracts with Tacoma. The presentation highlights the negotiation process, collaborative approach, and the key technical factors necessary for successful outcomes.
- Cascade submitted its draft Water System Plan (WSP) to the Department of Health (DOH) in early March and recently received DOH's comments. Cascade will revise the WSP, incorporating DOH's, Ecology's, and other agencies' comments, then seek Board approval in November.

- Cascade partnered with two consultants contracted by the Water Supply Forum (Stantec and MGT) to design and implement an Emergency Management Workshop on September 16. The Forum, which consists of water suppliers across Snohomish, King, and Pierce counties, collaborates on current and future regional drinking water supply issues of mutual interest and benefit to our region. The Emergency Management Workshop aimed to enhance regional coordination among Forum members to distribute potable water after a regional emergency disaster, including to vulnerable communities. There were over 50 attendees, including staff from four member agencies.

Attachments

1. Budget to Actual Expenditure Report through August 31, 2025.
2. Statement of Revenues and Expenditures through August 31, 2025.
3. Statement of Net Position as of August 31, 2025.
4. Contract Status Summary.
5. Monthly Warrants Listing.
6. Monthly Treasurer's Report as of August 31, 2025.

Cascade Water Alliance
Budget to Actual Expenditure Report
January 1- August 31, 2025
67% of the year completed

Attachment 1

Administration		Budget		Actual		Balance	% Expended
Salaries	\$	1,614,035	\$	1,329,229		284,806	82.4%
Benefits		419,195		397,722		21,474	94.9%
Wellness program		1,000		0		1,000	0.0%
Prof. Fee (Technical)		195,000		131,758		63,242	67.6%
Prof. Fee (Legal)		855,000		438,569		416,431	51.3%
Prof. Fee (Audit)		104,000		86,415		17,585	83.1%
Prof. Fee (Other)		55,000		7,486		47,514	13.6%
Seismic Resiliency		250,000		0		250,000	0.0%
Meetings Expense		12,000		9,563		2,437	79.7%
Telephone/Internet		45,000		34,056		10,944	75.7%
Office Rent		403,478		279,323		124,155	69.2%
Office Supplies Admin.		15,000		10,843		4,157	72.3%
Equip. and Furniture		20,000		17,493		2,507	87.5%
Bank Fees		500		165		335	33.0%
Dues & Subscriptions		25,000		24,153		847	96.6%
Taxes/Licenses		15,000		8,328		6,672	55.5%
Travel		10,000		8,115		1,885	81.1%
Professional Dev.		10,000		6,760		3,240	67.6%
Computer Equipment		20,000		17,425		2,575	87.1%
Software Licenses		70,000		42,206		27,794	60.3%
Postage & Delivery		1,000		593		407	59.3%
Printing & Repro.		3,000		2,375		625	79.2%
Insurance		228,908		140,583		88,324	61.4%
Contingency		289,000		0		289,000	0.0%
Total	\$	4,661,116	\$	2,993,160	\$	1,667,955	64.2%

Debt Service		Budget		Actual		Balance	% Expended
Bond Debt Service	\$	9,225,591		3,837,846		5,387,746	41.6%
Total	\$	9,225,591	\$	3,837,846	\$	5,387,746	41.6%

Conservation		Budget		Actual		Balance	% Expended
Salaries	\$	158,149	\$	99,004	\$	59,144	62.6%
Benefits		42,238		16,903		25,335	40.0%
Prof. Fee (Technical)		25,000		19,765		5,235	79.1%
Prof. Fee (Legal)		1,000		0		1,000	0.0%
Dues & Subscriptions		5,500		709		4,791	12.9%
Rebate Reimb. Com.		115,000		80,083		34,917	69.6%
Irrigation Audit		15,000		2,464		12,536	16.4%
Turf Removal Rebates		50,000		0		50,000	0.0%
Comm. and Public I		375,000		366,333		8,667	97.7%
Misc. Serv. and Sup.		38,000		26,627		11,373	70.1%
Total	\$	824,887	\$	611,888	\$	212,999	74.2%

Com. and Intergovern		Budget		Actual		Balance	% Expended
Salaries	\$	124,465	\$	114,048	\$	10,417	91.6%
Benefits	\$	37,839		22,815		15,023	60.3%
Special Events		10,000		0		10,000	0.0%
Prof. Fee (Other)		165,000		120,895		44,105	73.3%
Sponsorships		30,000		18,250		11,750	60.8%
Comm. and Public I		280,000		62,619		217,381	22.4%
Total	\$	647,303	\$	338,627	\$	308,676	52.3%

Cascade Water Alliance
Budget to Actual Expenditure Report
January 1- August 31, 2025
67% of the year completed

Operations-General		Budget		Actual		Balance	% Expended
Wholesale Water	\$	24,584,741	\$	16,698,380	\$	7,886,361	67.9%
Salaries		74,578		17,303		57,274	23.2%
Benefits		15,998		3,364		12,634	21.0%
BIP O&M		75,000		56,108		18,892	74.8%
Pipeline Prop. O&M		85,000		416		84,584	0.5%
PWTF Loan Debt		39,671		39,671		(0)	100.0%
Total	\$	24,874,987	\$	16,815,242	\$	8,059,745	67.6%

Operations-Lake Tapps		Budget		Actual		Balance	% Expended
Salaries	\$	598,952	\$	336,071	\$	262,880	56.1%
Benefits		116,190		67,464		48,726	58.1%
Prof. Fee (Technical)		785,750		535,718		250,032	68.2%
Prof. Fee (Other)		56,000		0		56,000	0.0%
Meetings Expense		3,500		0		3,500	0.0%
Telephone/Internet		5,500		5,185		315	94.3%
Office Supplies		5,000		3,944		1,056	78.9%
Equipment & Furn.		50,000		32,001		17,999	64.0%
Taxes/Licenses		16,000		8,166		7,834	51.0%
Travel		5,500		4,960		540	90.2%
Professional Dev.		2,500		0		2,500	0.0%
Software Licenses		36,000		13,885		22,115	38.6%
Permitting Costs		9,000		8,271		729	91.9%
Misc. Serv. and Sup.		119,000		32,257		86,743	27.1%
LT Operator		2,904,178		1,599,318		1,304,860	55.1%
Unplanned O&M		100,000		2,809		97,191	2.8%
Misc. Facility Repairs		130,000		4,458		125,543	3.4%
USGS Joint Fund		400,000		72,905		327,095	18.2%
Outage		80,000		6,129		73,872	7.7%
Milfoil Control		210,000		173,653		36,347	82.7%
Vendor Services		105,000		43,428		61,572	41.4%
Water Quality		100,000		38,087		61,913	38.1%
Dike and Roads		80,000		11,831		68,169	14.8%
Total	\$	5,918,070	\$	3,000,538	\$	2,917,532	50.7%

Tacoma Cascade Pipeline		Budget		Actual		Balance	% Expended
Salaries	\$	690,000		178,399		511,601	25.9%
TCP Consultants		2,175,000		0		2,175,000	0.0%
TCP Contingency		286,000		0		286,000	0.0%
Total CIP Budget	\$	3,151,000	\$	178,399	\$	2,972,601	5.7%

Total Operating Budget \$ 49,302,954 \$ 27,775,700 \$ 21,527,254 56.3%

Capital Projects (multi-yr bdgt not shown)		Budget		Actual		Balance	% Expended
Upper Conveyance	\$	2,350,000		2,132,502		217,498	90.7%
Lower Conveyance		500,000		0		500,000	0.0%
Equipment		75,000		0		75,000	0.0%
Facilities		100,000		0		100,000	0.0%
Bellevue-issaquah		800,000		0		800,000	0.0%
Tacoma Agreement		6,341,209		6,341,209		0	100.0%
Capital Risk		0		0		0	0.0%
IT Infrastructure		25,000		0		25,000	0.0%
Total CIP Budget	\$	10,191,209	\$	8,473,711	\$	1,717,498	83.1%

Total Overall Budget \$ 59,494,163 \$ 36,249,411 23,244,753 60.9%

Cascade Water Alliance
Statement of Revenues and Expenditures
From 1/1/2025 Through 8/31/2025

Attachment 2

Operating Revenue	
Water sales	\$ 29,019,867
Administrative dues	4,241,294
Conservation program	570,216
Total Operating Revenue	<u>33,831,377</u>
Operating Expenses	
Cost of water sold	16,698,380
Salaries and benefits	2,768,458
Professional services	1,339,106
Conservation program	81,482
Depreciation and amortization	1,990,191
Communication and public information	405,389
Office expenses	407,299
Operations	1,713,118
Bank charges	165
Rent	86,100
Maintenance	321,460
Dues and subscriptions	29,920
Miscellaneous	41,004
Total Operating Expenses	<u>25,882,070</u>
Operating Income	7,949,307
Non-Operating Revenue (Expenses)	
Interest income	1,381,464
Other income	55,941
Gain/Loss on the sale/re-characterization of an asset	(29,840,157)
Interest expense, net of amount capitalized	(2,462,640)
Total Non-Operating Revenue (Expenses)	<u>(30,865,392)</u>
Capital Contributions	
Regional Capital Facilities Charges	3,241,915
Increase in Net Assets	(19,674,171)
Net Assets, Beginning of Year	167,192,352
Net Assets, End of Year	\$ 147,518,181

Cascade Water Alliance
Statement of Net Position
As of 8/31/2025

Attachment 3

Assets

Current Assets

Cash and cash equivalents	37,847,619
Accounts receivable	7,640,992
Prepaid expenses	160,488
Total Current Assets	<u>45,649,099</u>

Capital Assets

Equipment and furniture	2,386,409
Seattle water contract	22,267,611
Bellevue Issaquah pipeline	22,276,944
Tacoma water contract	88,143,665
Capital Leases	2,491,486
Less accumulated depreciation and amortization	(22,491,412)
Total Capital Assets	<u>115,074,703</u>

Projects in process and assets not yet in service

Lake Tapps	110,875,504
Tacoma Cascade pipeline	26,539,385
Total Projects in process and assets not yet in service	<u>137,414,889</u>

Restricted cash and cash equivalents

Restricted cash and cash equivalents	20,638,065
Total Assets	<u><u>318,776,756</u></u>

Liabilities

Current liabilities

Payables and accrued liabilities	3,543,531
Retroactive water credit	253,301
Accrued interest	2,389,714
Long-term debt current portion	
Bonds Payable-Current Portion	7,075,000
Total Current liabilities	13,261,546

Long-term Liabilities

Long-term debt	68,060,000
Tacoma contract	88,143,665
Bond premium, net of amortization	1,661,537
Total Long-term Liabilities	<u>157,865,202</u>
Total Liabilities	<u>171,126,748</u>

Net Assets

Restricted for debt service	113,143,025
Unrestricted	34,506,983
Total Net Assets	<u>147,650,008</u>

Total Liabilities & Net Assets

318,776,756

Consultant and Other Vendor Contract Status Summary

Attachment 4

Open contracts											
Vendor	Contract number	Contract title	Cascade manager	Effective date	End date	Status date	Percent work completed	Contract amount, including	Amount invoiced	Percent invoiced	Contract balance
Aquatechnex	1	2025 Lake Tapps Aquatic Plant Maintenance Program	P. Anderson	1/1/2025	12/31/2025	9/12/2025	100%	\$ 160,000	\$ 151,594	95%	\$ 8,406
Aspect	1	Water Supply Modeling	R. Hoffman	5/6/2020	N/A	9/12/2025	65%	\$ 24,900	\$ 16,196	65%	\$ 8,704
Aspect	2	Water Resources Services	R. Hoffman	8/17/2018	N/A	9/12/2025	98%	\$ 60,000	\$ 58,251	97%	\$ 1,749
Aspect	3	Climate Change Analysis	R. Hoffman	9/7/2022	N/A	9/12/2025	98%	\$ 150,000	\$ 148,846	99%	\$ 1,154
Ballard marine Construction	1	Tunnel Intake Dive Condition Assessment	D. Roberts	8/1/2025	N/A	9/12/2025	100%	\$ 11,351	\$ 11,351	100%	\$ -
Ballard Spahr	1	Legal Services	C. Paulucci	3/28/2025	12/31/2025	9/12/2025	25%	\$ 25,000	\$ 12,732	51%	\$ 12,268
Ben Bernstein Music	1	Podcast production	M. Brent	1/1/2025	12/31/2025	9/12/2025	25%	\$ 7,000	\$ 1,140	16%	\$ 5,860
BHC Consulting	1	Planning & Permit Assistance	T. Richmond	1/1/2024	12/31/2024	9/12/2025	50%	\$ 25,000	\$ 2,208	9%	\$ 22,792
Brilliant Marketing	1	We Need Water Social Media Outreach	M. Brent	1/1/2025	12/31/2025	9/12/2025	65%	\$ 55,000	\$ 43,576	79%	\$ 11,424
Brilliant Marketing	2	Water Efficiency graphic Design & Website Redeign	J. Amspacher	5/7/2025	N/A	9/12/2025	35%	\$ 45,000	\$ 13,875	31%	\$ 31,125
Clark Nuber	1	Annual Financial Audit and Quarterly AUPs	C. Paulucci	1/1/2025	N/A	9/12/2025	95%	\$ 89,200	\$ 86,415	97%	\$ 2,785
Colehour and Cohen	1	Staffing for classes and events	M. Brent	1/1/2025	12/31/2025	9/12/2025	85%	\$ 116,065	\$ 109,487	94%	\$ 6,578
Confluence Engineering Group, LLC	1	Lake Tapps Supply & BIP Water Quality Advisory Services Project	D. Roberts	12/1/2023	N/A	9/12/2025	80%	\$ 49,000	\$ 21,062	43%	\$ 27,938
Confluence Engineering Group, LLC	2	Water Quality Blending Study	M. Thung	12/5/2004	N/A	9/12/2025	50%	\$ 230,000	\$ 205,002	89%	\$ 24,999
CREB, Inc.	1	File Management for U Drive	J. Shimada	6/16/2025	N/A	9/12/2025	50%	\$ 20,000	\$ 8,700	44%	\$ 11,300
David Evans	1	On-call Land Surveyor	H. Chen	11/18/2022	12/31/2025	9/12/2025	45%	\$ 160,000	\$ 54,380	34%	\$ 105,620
David McGrath	1	Irrigation Program Assistance	M. Brent	1/25/2025	12/31/2025	9/12/2025	15%	\$ 20,000	\$ 2,464	12%	\$ 17,536
Environmental Science Assoc (ESA)	1	Aquatic Plant Management	P. Anderson	1/1/2025	12/31/2025	9/12/2025	8%	\$ 49,000	\$ 21,367	44%	\$ 27,633
Environmental Science Assoc (ESA)	2	Development of Cascade's Integrated Aquatic Plant Management Plan	P. Anderson	3/20/2024	N/A	9/12/2025	60%	\$ 44,750	\$ 24,428	55%	\$ 20,322
GeoEngineers	1	Dam Engineering/Hydrology/ Geotechnical Service	H. Chen	1/3/2024	12/31/2026	9/12/2025	50%	\$ 570,000	\$ 168,371	30%	\$ 401,629
Gordon Thomas Honeywell	1	State legislative outreach	A. Bennett	1/1/2025	12/31/2025	9/12/2025	48%	\$ 84,000	\$ 56,000	67%	\$ 28,000
Hawkins Delafield & Wood	1	Procurement and contracting for a contract operator for the WRLTR project.	M. Thung	6/4/2025	12/31/2025	9/12/2025	0%	\$ 110,000	\$ -	0%	\$ 110,000
Herrera	1	On-call limnology services	M. Thung	12/1/2022	12/31/2025	9/12/2025	5%	\$ 45,000	\$ -	0%	\$ -
Herrera	2	Water Quality Management Plan	M. Thung	10/9/2023	12/31/2024	9/12/2025	98%	\$ 165,000	\$ 164,999	100%	\$ 1
Herrera	3	On-Call Water Supply Modeling Services	M. Thung	11/4/2024	12/31/2027	9/12/2025	0%	\$ 40,000	\$ -	0%	\$ 40,000
Herrera	4	Bulkheads Study	M. Thung	6/5/2025	N/A	9/12/2025	5%	\$ 49,000	\$ 11,581	24%	\$ 37,419
HDR	1	MMD Fish Passage Design Review	H. Chen	12/1/2015	N/A	9/12/2025	99%	\$ 1,518,000	\$ 1,359,946	90%	\$ 158,054
Jennergy	1	Website Maintenance	M. Brent	1/1/2025	12/31/2025	9/12/2025	38%	\$ 25,000	\$ 15,275	61%	\$ 9,725
Jon Shimada	1	On-Call Project Support Services	M. Thung	4/8/2024	12/31/2025	9/12/2025	10%	\$ 35,000	\$ 3,000	9%	\$ 32,000
Langton Spieth	1	Community relations	A. Bennett	1/1/2025	12/31/2025	9/12/2025	45%	\$ 78,000	\$ 52,000	67%	\$ 26,000
Lisa Taylor	1	Sustainable Landscaping Support	J. Amspacher	4/14/2025	N/A	9/12/2025	65%	\$ 4,500	\$ 4,800	107%	\$ (300)
Long Building Tech	1	Security Maintenance	H. Chen	4/3/2025	12/31/2025	9/12/2025	0%	\$ 74,025	\$ 50,423	68%	\$ 23,602
Nature Vision	1	Classroom Water Education	M. Brent	1/1/2025	12/31/2025	9/12/2025	75%	\$ 105,000	\$ 86,414	82%	\$ 18,586
Okamoto Strategies, LLC	1	Capital Projects and Strategic Planning	H. Chen	6/21/2023	N/A	9/12/2025	25%	\$ 25,000	\$ 5,569	22%	\$ 19,431
Pacifica Law	1	Legal Assistance	H. Chen	1/1/2025	12/31/2025	9/12/2025	15%	\$ 25,000	\$ 5,100	20%	\$ 19,900
Parametrix	1	On Call Civ/Mech/Structural Eng	H. Chen	1/1/2023	12/31/2025	9/12/2025	50%	\$ 550,000	\$ 287,473	52%	\$ 262,527
Parametrix	2	On-Call Electrical Engineering Svcs	D. Roberts	4/7/2025	12/31/2027	9/12/2025	5%	\$ 600,000	\$ 59,784	10%	\$ 540,217
Puget Sound Energy	1	Water Efficiency Rebates	M. Brent	1/1/2025	12/31/2025	9/12/2025	50%	\$ 120,000	\$ 79,018	66%	\$ 40,982
Rainier Stillwater Risk Advisors	1	Trespassing Management	M. Thung	12/14/2023	12/31/2024	9/12/2025	85%	\$ 33,000	\$ 27,000	82%	\$ 6,000
RH2	2	On-Call Electrical Engineering Svcs	H. Chen	1/1/2024	4/30/2025	9/12/2025	100%	\$ 133,750	\$ 133,592	100%	\$ 158
RH2	3	Wholesale Master Meter Eval	H. Chen	1/21/2020	3/31/2023	9/12/2025	8%	\$ 24,500	\$ 1,342	5%	\$ 23,158

Robinson Noble	1	Water Audits	E. Cebron	10/3/2019	N/A	9/12/2025	85%	\$ 135,060	\$ 115,183	85%	\$ 19,877
Sammamish Plateau Water	1	GIS support services	H. Chen	12/6/2022	N/A	9/12/2025	80%	\$ 50,000	\$ 38,323	77%	\$ 11,677
Sazan	1	On-call value analysis/engineering	J. Shimada	10/23/2023	10/23/2025	9/12/2025	50%	\$ 250,000	\$ 98,941	40%	\$ 151,059
SC Words & Pictures Inc.	1	Design Services	A. Bennett	1/1/2025	12/31/2025	9/12/2025	15%	\$ 25,000	\$ 670	3%	\$ 24,330
Seattle Public Utilities	1	Garden Hotline	M. Brent	1/1/2025	12/31/2025	9/12/2025	25%	\$ 16,700	\$ 8,350	50%	\$ 8,350
SMC Consulting	1	Water Efficiency Consultant	M. Brent	1/1/2025	12/31/2025	9/12/2025	45%	\$ 28,500	\$ 19,523	69%	\$ 8,978
Stantec	1	BIP Relocation at Lewis Creek		8/27/2025	N/A	9/12/2025	5%	\$ 283,684	\$ -	0%	\$ 283,684
Sunbreak Talent	1	Recruitment assistance	M. Thung	3/27/2025	N/A	9/12/2025	40%	\$ 6,000	\$ 4,910	82%	\$ 1,090
Sustainable Water	1	Teacher Fellows program	M. Brent	1/1/2025	12/31/2025	9/12/2025	20%	\$ 60,000	\$ 25,445	42%	\$ 34,555
Tacoma Pierce County Health Department	1	TappsWise Monitoring at Lake Tapps	A. Bennett	1/1/2025	12/31/2025	9/12/2025	25%	\$ 140,000	\$ 49,237	35%	\$ 90,763
TeamLogic IT	1	Info Technology Consulting	C. Paulucci	1/1/2025	12/31/2025	9/12/2025	45%	\$ 138,700	\$ 60,449	44%	\$ 78,251
TechniArt	1	Conservation Website Order page	M. Brent	1/1/2025	12/31/2025	9/12/2025	20%	\$ 17,000	\$ 10,707	63%	\$ 6,293
Terese Richmond LLC	1	On-Call Strategy, Policy and Program Support Services	M. Thung	6/9/2025	12/31/2026	9/12/2025	5%	\$ 45,750	\$ 1,796	4%	\$ 43,955
Tetra Tech	1	AWIA 2025-2026 Updates	M. Thung	12/9/2024	12/31/2026	9/12/2025	10%	\$ 350,000	\$ 66,250	19%	\$ 283,750
Tilth Association	1	Garden Water Efficiency	M. Brent	1/1/2025	12/31/2025	9/12/2025	35%	\$ 48,000	\$ 25,020	52%	\$ 22,980
Transpo Group	1	On-Call GIS Support	H. Chen	1/1/2025	12/31/2025	9/12/2025	55%	\$ 49,000	\$ 30,409	62%	\$ 18,591
Upstream PBC	2	HydroForecast Subscription Service	M. Thung	10/1/2024	9/30/2025	9/12/2025	75%	\$ 49,350	\$ 23,500	48%	\$ 25,850
USGS	1	Joint Funding Agree-Streamgaging	H. Chen	1/1/2025	12/31/2025	9/12/2025	25%	\$ 302,370	\$ 72,905	24%	\$ 229,465
Vanir Construction Management, Inc.	1	On-call Construction Management	J. Shimada	5/1/2021	12/31/2024	9/12/2025	85%	\$ 560,000	\$ 512,342	91%	\$ 47,658
VanNess Feldman	1	General Counsel	R. Hoffman	1/1/2025	12/31/2025	9/12/2025	35%	\$ 850,000	\$ 502,356	59%	\$ 347,644
Veolia	1	White River-Lake Tapps Reservoir Project Operations and Maintenance Agreement \$2,328,918 fixed, \$325,000 variable	D. Roberts	1/1/2025	12/31/2025	9/12/2025	35%	\$ 2,653,918	\$ 1,595,698	60%	\$ 1,058,220
Water Value	1	Climate Study Advisory Services	M. Thung	6/16/2022	7/1/2025	9/12/2025	75%	\$ 22,500	\$ 12,345	55%	\$ 10,155

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
Catalyst Workplace	1	Office Furniture	C. Paulucci	12/12/2024	N/A	9/12/2025	100%	\$ 29,506	\$ 29,506	100%	\$ 0
Jacobs Engineering Group	1	Demand Forecast Model Support Services	M. Thung	8/20/2021	N/A	9/12/2025	100%	\$ 5,000	\$ 5,000	100%	\$ -
Long Building Tech	1	Security Maintenance	H. Chen	6/1/2023	12/31/2024	9/12/2025	100%	\$ 120,000	\$ 112,544	94%	\$ 7,456
Marketplace Events	1	Northwest Flower and Garden Show	M. Brent	1/1/2025	12/31/2025	9/12/2025	100%	\$ 20,000	\$ 20,000	100%	\$ -

Payment Authorization Warrants and Wire Transfers 9/24/25

Attachment 5

WHOLESALE WATER

WIRE	Seattle Contract Payment 8/25	\$3,683,467.00
WIRE	Seattle Contract Payment 9/25	\$3,192,338.00
		<u>\$6,875,805.00</u>

CONSULTANTS

32556	AquaTechnex	\$55,136.38
32557	Aspect Consulting	\$4,275.28
32561	Ballard Spahr LLP	\$134.20
32562	City of Bellevue	\$2,160.50
32564	City of Seattle	\$15,823.85
32572	GeoEngineers	\$25,386.43
32573	Herrera	\$10,916.10
32580	Parametrix	\$25,892.80
32582	City of Redmond	\$16,458.50
32584	Sunbreak Talent Solutions	\$1,202.37
32586	Tacoma Pierce County Health Department	\$16,264.15
32587	TeamLogic IT of Bellevue, WA	\$8,950.08
32589	Tetra Tech	\$28,856.10
32592	Van Ness Feldman, LLP	\$67,779.00
32617	Confluence Engineering Group, LLC	\$39,202.50
32620	Gordon Thomas Honeywell Govern. Affairs	\$7,000.00
32621	Jennergy	\$1,525.00
32622	Langton Public Affairs LLC	\$6,500.00
32628	TeamLogic IT of Bellevue, WA	\$8,688.65
32641	Pacific Law Group	\$2,142.00
32644	TeamLogic IT of Bellevue, WA	\$5,509.98
32645	Tetra Tech	\$3,281.63
32646	Transpo Group	\$1,520.00
32648	Van Ness Feldman, LLP	\$58,191.50
32650	AquaTechnex	\$96,457.18
32653	Ballard Spahr LLP	\$2,285.80
32671	Herrera	\$11,581.40
32678	Sunbreak Talent Solutions	\$1,298.00
32686	Clark Nuber P.S.	\$8,400.00
32692	Gordon Thomas Honeywell Govern. Affairs	\$7,000.00
32694	Langton Public Affairs LLC	\$6,500.00
32696	Terese Richmond LLC	\$1,795.50
32698	Ballard Marine Construction	\$11,350.60
32701	Confluence Engineering Group, LLC	\$13,999.50
32705	Parametrix	\$23,220.25
32710	TeamLogic IT of Bellevue, WA	\$10,435.55
32712	Tetra Tech	\$2,293.84
		<u>\$609,414.62</u>

SALARY, BENEFITS AND EXPENSE REIMBURSEMENTS

	Payroll (July)	\$241,638.49
	Payroll (August)	\$239,803.03
32558	AWC Employee Benefit Trust	\$35,720.62
32569	Christopher N. Paulucci	\$1,897.94
32595	MissionSquare-107080	\$61,953.73
32596	MissionSquare-304525	\$27,617.71
32603	Paula Anderson	\$98.28
32604	Jami Shimada	\$27.99
32605	HRA VEBA Trust	\$3,564.00
32618	Brian Bartle	\$171.31
32635	Paula Anderson	\$146.58
32636	Christopher N. Paulucci	\$2,740.64
32651	AWC Employee Benefit Trust	\$34,307.57
32656	Paula Anderson	\$52.22
32657	Jami Shimada	\$41.49
32658	Melina Thung	\$266.59
32668	Paula Anderson	\$250.00
32669	Colleen Petilla	\$98.70
32672	HRA VEBA Trust	\$3,564.00
32683	MissionSquare-107080	\$71,756.96
32684	MissionSquare-304525	\$28,273.82
32689	Brian Bartle	\$156.49
32690	Paula Anderson	\$133.50
32691	Christopher N. Paulucci	\$55.16
		<u>\$754,336.82</u>

GENERAL

32559	AT&T FirstNet	\$628.98
32560	Auburn Area Chamber of Commerce	\$300.00
32565	City of Tukwila	\$1,000.00
32567	Comcast	\$1,983.31
32570	E.J's Custom Catering	\$848.64
32574	Lakemont Business Services Inc.	\$200.00
32577	Pacific Office Automation Inc.	\$100.89
32578	Pacific Office Automation	\$298.41
32583	spot-on print & design	\$527.50
32590	U.S. BANK	\$9,328.87
32591	Utilities Underground Location Center	\$27.00
32594	Washington State Department of Revenue	\$544.49
32597	Bellevue Gateway One Equities, LLC	\$33,892.58
32599	CIT	\$3,279.00
32600	Comcast	\$585.69
32601	Covington Water District	\$100.44
32602	Department of Labor and Industries	\$22.50
32608	Pacific Office Automation, Inc.	\$311.22
32609	Puget Sound Energy	\$109.26
32610	Staples Advantage	\$165.87
32614	CIT	\$3,279.00
32616	CLEARFLY	\$1,109.33
32623	Lumen	\$115.33
32624	Pacific Office Automation Inc.	\$122.89
32625	Pacific Office Automation, Inc.	\$336.12
32626	Pacific Office Automation	\$53.37
32629	Utilities Underground Location Center	\$48.60
32630	Verizon Wireless	\$135.03
32647	U.S. BANK	\$11,723.80
32652	AT&T FirstNet	\$640.16
32654	Comcast	\$1,983.31
32659	E.J's Custom Catering	\$1,697.28
32661	Pacific Office Automation	\$316.31
32663	Washington Association of Sewer & Water	\$590.00
32664	Bellevue Gateway One Equities, LLC	\$33,892.58
32665	Comcast	\$585.69
32666	Department of Ecology	\$50.00
32673	King County Fire District 20	\$500.00
32674	Lakemont Business Services Inc.	\$270.00
32677	Staples Advantage	\$41.42
32687	CLEARFLY	\$1,109.41
32688	Department of Health	\$1,349.00
32702	Lumen	\$115.33
32703	Pacific Office Automation Inc.	\$100.89
32704	Pacific Office Automation, Inc.	\$367.24
32713	Utilities Underground Location Center	\$40.50
32714	Verizon Wireless	\$135.03
		<u>\$114,962.27</u>

SOFTWARE AND EQUIPMENT

32571	Environmental Science Associates (ESA)	\$10,612.94
32619	Environmental Systems Research Inst.	\$13,885.20
32631	Abila	\$315.38
32632	Access Telephone Solutions, Inc.	\$971.70
32637	Environmental Science Associates (ESA)	\$1,232.00
32681	TeamLogic IT of Bellevue, WA	\$18,352.52
32697	Abila	\$315.38
		<u>\$45,685.12</u>

CONSERVATION

32563	BRILLIANT MARKETING LLC	\$6,573.10
32566	Colehour & Cohen	\$13,005.75
32576	New Resources Group, Inc.	\$804.50
32585	Sustainable Seattle dba Sustainability	\$8,180.00
32588	Techniat C S D	\$736.75
32598	Ben Bernstein Music	\$480.00
32606	Lisa Taylor	\$2,000.00
32607	Nature Vision, Inc.	\$1,321.92
32613	BRILLIANT MARKETING LLC	\$9,507.50
32615	City of Seattle	\$4,175.00
32627	SMC Consulting LLC	\$1,995.00
32634	Colehour & Cohen	\$16,434.26
32640	Marianne Binetti	\$550.00
32643	Puget Sound Energy	\$22,647.92
32662	Techniat C S D	\$555.00
32667	Education & Company	\$570.29
32676	Tilth Alliance	\$9,660.00
32679	Sustainable Seattle dba Sustainability	\$3,585.00
32693	Jennergy	\$1,525.00
32695	Nature Vision, Inc.	\$683.91
32699	BRILLIANT MARKETING LLC	\$4,333.75
32700	Colehour & Cohen	\$10,693.58
32707	Puget Sound Energy	\$96.33
32708	Seattle Times	\$2,100.00
32709	SMC Consulting LLC	\$2,422.50
32711	Techniat C S D	\$555.00
		<u>\$125,192.06</u>

LAKE TAPPS

32568	Department of Ecology	\$1,208.00
32575	Linde Gas & Equipment Inc.	\$707.07
32579	Pape Machinery Inc.	\$3,187.50
32581	Power Pak	\$171.92
32593	Veolia Water North America	\$197,991.70
32633	Cintas Corporation	\$377.57
32638	Hydra-Power Systems, Inc.	\$2,929.92
32639	Linde Gas & Equipment Inc.	\$685.71
32642	Power Pak	\$658.61
32649	Veolia Water North America	\$194,076.50
32655	Department of Ecology	\$530.00
32660	FloHawks Plumbing & Septic	\$3,915.43
32670	FloHawks Plumbing & Septic	\$2,213.07
32675	National Construction Rentals, Inc.	\$486.45
32685	Cintas Corporation	\$44.35
32706	Power Pak	\$270.39
		<u>\$409,454.19</u>

CONSTRUCTION

32555	Vanir Construction Management Inc.	\$28,377.10
32612	HDR	\$11,365.64
32680	HDR	\$17,812.43
32682	Vanir Construction Management Inc.	\$27,257.80
		<u>\$84,812.97</u>

DESTROYED AND VOIDED CHECKS:

32611

Approved: _____ Date: _____
Andy Baker, Economist

Approved: _____ Date: _____
Mayor Mary Lou Pauly, Secretary/Treasurer

**Cascade Water Alliance
Monthly Treasurer's Report
August 2025**

	Operating Fund	Construction Fund	Bond Fund	RCFC Fund	Water Supply Development Fund	Rate Stabilization Fund	US Bank Payroll Account	All Funds
Beginning Balances, August 1	\$ 23,074,187	\$ 8,857,024	\$ 11,904,160	\$ -	\$ 14,049,809	\$ 2,524,945	\$ -	\$ 60,410,125
Additions:								
Cash received	\$ 4,932,379	\$ 34,146	\$ 25,676	\$ -	\$ 60,132	\$ 9,696	\$ -	\$ 5,062,028
Transfers from other Cascade funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 241,638	\$ 241,638
Total additions	\$ 4,932,379	\$ 34,146	\$ 25,676	\$ -	\$ 60,132	\$ 9,696	\$ 241,638	\$ 5,303,667
Subtractions:								
Bank fees, payroll, and bond payments	\$ 1,857	\$ 663	\$ 1,361	\$ -	\$ 1,182	\$ 188	\$ 241,638	\$ 246,890
Warrants paid	\$ 626,249	\$ 11,366	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 637,615
Wire and other electronic payments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
King Co. Investment Pool impairment (realized)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
King Co. Investment Pool impairment (retained)	\$ (154)	\$ (130)	\$ (71)	\$ -	\$ -	\$ (19)	\$ -	\$ (375)
Transfers to other Cascade funds	\$ 241,638	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 241,638
Total subtractions	\$ 869,590	\$ 11,898	\$ 1,290	\$ -	\$ 1,182	\$ 169	\$ 241,638	\$ 1,125,768
Ending Balances, August 31, 2025	\$ 27,136,975	\$ 8,879,272	\$ 11,928,547	\$ -	\$ 14,108,759	\$ 2,534,472	\$ -	\$ 64,588,024



MEETING MINUTES OF THE
BOARD OF DIRECTORS
VIA HYBRID
JULY 23, 2025

1. CALL TO ORDER

At 3:30 p.m. Chair Sweet called the meeting to order.

2. ROLL CALL

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

Board Member Absent: City of Issaquah (Pauly)

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

3. PUBLIC COMMENT

None.

4. EXECUTIVE SESSION

None.

5. APPROVAL OF AGENDA

Motion by Ms. Birney and second by Mr. McLeod to approve the meeting agenda as presented. Motion carried unanimously (6-0).

6. CHIEF EXECUTIVE OFFICER REPORT

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

7. CONSENT ITEM

- A. Board Meeting Minutes for June 25, 2025.
- B. Motion to authorize the expenditure of funds to engage in a process to acquire East King County Regional Water Association (EKCRWA) interests in two Snoqualmie Aquifer Project water right applications, subject to certain conditions.

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

8. ACTION ITEM

- A. Motion to adopt Resolution No. 2025-12, Authorizing the Appointment of an Interim Chief Executive Officer.

Ms. Birney said that Ray Hoffman is retiring as Cascade's CEO effective July 25. The Executive Committee discussed appointing Melina Thung as Interim CEO until the Board appoints a permanent CEO. Resolution No. 2025-12 authorizes the Board to appoint an interim Chief Executive Officer (CEO) until the Board appoints a permanent CEO. It also authorizes the Executive Committee to determine compensation for the interim CEO.

Motion by Ms. Birney and second by Mr. McLeod to adopt Resolution No. 2025-12, Authorizing the Appointment of an Interim Chief Executive Officer. Motion carried unanimously (6-0).

9. STAFF PRESENTATIONS

- A. Planning for Climate Change.

Staff provided an overview of potential climate change impacts to the region including the Lake Tapps Reservoir. They discussed: 1) Cascade's goals with respect to climate change and how to achieve these; 2) uncertainties and opportunities in dealing with climate; 3) change and how Cascade and other wholesale providers are responding; 3) what we know from Cascade's and other utilities' analyses; and 4) how we can continue to adapt going forward. Board Members discussed options for sharing the information with other Cascade partners.

- B. Cascade Supply Program Update.

Brian Bartle, Cascade Program Executive, presented an update on the Program and Engineering Support (PES) consultant selection process, information on the proposed master services agreement (MSA) style contract, program phasing, and early timeline.

10. COMMITTEE REPORTS

- A. Executive Committee – Meeting held July 14, 2025.
- B. Finance & Management Committee – Meeting held July 15, 2025. The meeting recap was included in the Board Packet.
- C. Public Affairs Committee – No meetings held since the last Board meeting.
- D. Resource & Management Committee – Meeting held July 10, 2025. The meeting recap was included in the Board Packet.

11. NEW BUSINESS

Board Member Hamilton read the Letter of Commendation for Cascade CEO, Ray Hoffman, to recognize and celebrate his years of achievements and upcoming retirement.

12. NEXT REGULAR MEETING

Motion by Ms. Birney and second by Mr. Hamilton to cancel all Cascade Board and Committee meetings during the month of August. The next regularly scheduled Board meeting will be held on September 24, 2025 at 3:30 p.m.

13. ADJOURN

The meeting adjourned at 4:51 p.m.

APPROVED BY:

Penny Sweet, Chair

Angela Birney, Vice-Chair

AGENDA MEMORANDUM

PROPOSED BOARD ACTION

Motion to authorize the Chief Executive Officer to execute a Utility Construction Agreement with Washington State Department of Transportation to provide bridge reinforcement design and coordination services in support of relocation of the Bellevue-Issaquah Pipeline at Lewis Creek, in an amount not to exceed \$260,000.

SUMMARY OF CURRENT PROPOSED BOARD ACTION

The Washington State Department of Transportation's (WSDOT's) I-90 Lewis, West Village Park, and Schneider Creeks Fish Passage Project is in the preliminary design phase with WSDOT's Design-Build (DB) contractor, Atkinson Construction LLC. Cascade's Bellevue-Issaquah Pipeline (BIP) occupies WSDOT's right-of-way and has been determined to be in conflict with WSDOT's project, necessitating relocation of the BIP in accordance with Cascade's franchise agreement with the State. Cascade and WSDOT have negotiated a Utility Construction Agreement to allow WSDOT to recover the costs of their DB contractor's work to accommodate the BIP relocation. Board authorization is requested to execute this Agreement.

BACKGROUND

WSDOT's I-90 Lewis, West Village Park, and Schneider Creeks Fish Passage Project will replace the Lewis Creek culvert with an overhead bridge, necessitating the BIP to be relocated from its current underground alignment onto the bridge. The BIP is a 24-inch, high pressure main that is the sole source of water for several member agencies and must be kept in service for the duration of construction of the bridge and during all phases of relocation of the BIP. WSDOT and their DB contractor have indicated a fall 2025 start for construction of their project and a potential window for Cascade's relocation of the BIP to begin construction during the end of the fourth quarter of 2026.

WSDOT only recently entered the preliminary design phase with their selected DB contractor. However, Cascade and WSDOT have been in negotiations for more than three years developing a proposed cost recovery agreement. This cost recovery agreement, or Utility Construction Agreement, is the culmination of those negotiations. The Agreement provides for appropriate cost recovery to WSDOT for their DB contractor's work necessary to accommodate relocation and hanging the BIP from the bridge at the Lewis Creek project site. The Agreement includes a scope of services, costs associated for the work, and the terms for project completion and Cascade acceptance of the work.

Specifically, the agreement provides for reimbursement to WSDOT for their DB contractor to accommodate the additional load for hanging the BIP from the bridge. The scope of improvements includes adding reinforcing structural steel to the bridge deck, adding penetrations and structural reinforcements to the bridge abutments, procurement and

installation of pipe hanger inserts, added traffic control, and utility coordination services as needed for the duration of Cascade's portion of WSDOT's project.

Next Steps

At its June 2025 meeting, the Board authorized Cascade to execute a contract with Stantec to provide services for the BIP relocation. Stantec will initiate detailed design for the BIP relocation in September 2025 with advertisement for construction bids anticipated in June 2026. A recommendation to award the lowest responsive and responsible bidder (contractor) will be presented to the Board for approval in fall 2026 with construction anticipated to begin during the last quarter of 2026 or first quarter of 2027.

PRIOR BOARD ACTIONS

Board Action	Date	Resolution No. (if Applicable)
Motion to authorize the Chief Executive Officer to enter into a contract with Stantec to provide engineering and construction management services for the Bellevue-Issaquah Pipeline (BIP) Relocation Project at Lewis Creek in an amount not to exceed \$500,000.	June 25, 2025	N/A

In addition to the June 25, 2025 Board action, Cascade staff has provided routine updates on WSDOT's project to the Board via CEO reports and to the Resource Management Committee.

OTHER OPTIONS AND ANTICIPATED RESULTS IF THE BOARD DOES NOT APPROVE THIS ACTION

WSDOT's project includes construction of a bridge that conflicts with the BIP. Cascade has a franchise agreement with the State to locate the BIP within the State's right-of-way, and a condition of the franchise requires that Cascade timely relocate its utilities upon State notice and at Cascade's expense. If Cascade does not enter into the Utility Construction Agreement with WSDOT to complete the design and added improvements to the bridge necessary to relocate the BIP, WSDOT will perform the work and will back charge Cascade. Costs may be higher under that scenario, could result in service disruption for Cascade's members, and would nullify the beneficial terms for Cascade negotiated in the Utility Construction Agreement.

PROCUREMENT PROCESS

N/A

FISCAL IMPACT

Total Cost: \$260,000

Approved in Current

Biennial Budget:

☒ Yes

☐ No

☐ N/A

Budget Line	2025 Capital Budget	Spent and Committed to Date	Available 2025 Budget	This Action	2025 Remaining Budget
310- Bellevue-Issaquah Pipeline (BIP)	\$800,000	\$100,000	\$700,000	\$50,000	\$650,000
Budget Line	2026 Capital Budget	Spent and Committed to Date	Available 2026 Budget	This Action	2026 Remaining Budget
310- Bellevue-Issaquah Pipeline (BIP)	\$800,000	\$200,000	\$600,000	\$110,000	\$490,000
Staff anticipate approximately \$100K of professional services approved under this action will be expended in 2027.					

RECOMMENDED ACTION

Authorize the Chief Executive Officer to execute a Utility Construction Agreement with the Washington State Department of Transportation to provide bridge reinforcement design and coordination services in support of relocation of the Bellevue-Issaquah Pipeline at Lewis Creek, in an amount not to exceed \$260,000.

ATTACHMENTS

None.

AGENDA MEMORANDUM

PROPOSED BOARD ACTION

Motion to adopt Resolution No. 2025-13, delegating authority to the Chief Executive Officer to negotiate and execute all contracts, subject to previously authorized expenditure limits of \$30,000, in connection with (1) acquiring EKRWA's interests in the Snoqualmie Aquifer Project (SAP) water right applications, acquiring the Easement for Well Site, and acquiring any other assets held by EKRWA deemed beneficial to Cascade by the Chief Executive Officer, and (2) advancing the SAP water rights application held jointly with Seattle Public Utilities.

SUMMARY OF CURRENT PROPOSED BOARD ACTION

On July 23, the Cascade Board of Directors authorized the expenditure of funds to engage in a process to acquire EKRWA interests in two SAP water right applications, subject to certain conditions (See Attachment 1 for more information). Cascade has recently learned that EKRWA has identified and seeks to assign an easement for a Well Site in North Bend associated with the SAP groundwater water right application as part of the water right applications transfer. The attached Resolution (Attachment 2) provides the Cascade CEO with authorization to negotiate and execute all contracts associated with the SAP water right applications, including acceptance of any easements, subject to the previously authorized expenditure limits.

BACKGROUND

Please see Attachment 1 for detailed background information on the SAP project and the water right applications.

On September 3, as EKRWA was preparing to assign the two water right application interests to Sammamish Plateau Water and complete its dissolution process, EKRWA identified a Well Site easement. The easement is in North Bend and is the proposed Well Site for the groundwater portion of the SAP. The acceptance of an easement requires Board approval.

The Sammamish Plateau Water Board acted on September 8 to authorize acceptance of the interests in the water right applications and the easement from EKRWA and also authorized the assignment of those interests to Cascade.

Next Steps

Staff and legal counsel are currently finalizing the required documentation to transfer the interests in both SAP water right applications from EKRWA to Sammamish Plateau Water to Cascade. Once the documentation is complete, it will be submitted to the Department of Ecology for approval. Submittal is expected in the next 7-10 days. Once the transfer documents

have been submitted, staff will prepare an assignment of the easement document to effectuate that transfer as well.

PRIOR BOARD ACTIONS

Board Action	Date	Resolution No. (if Applicable)
Motion to authorize the expenditure of funds to engage in a process to acquire East King County Regional Water Association (EKCRWA) interests in two Snoqualmie Aquifer Project water right applications, subject to certain conditions.	July 23, 2025	N/A

OTHER OPTIONS AND ANTICIPATED RESULTS IF THE BOARD DOES NOT APPROVE THIS ACTION

If the Board does not approve this motion, the CEO will be unable to finalize acquisition of the easement currently held by EKCRWA that is necessary to advance the SAP water right applications. The easement is the Well Site for the groundwater water right application and is integral to the application. The original Board motion on July 23 did not contemplate an easement. All the conditions set forth in the Board's July 23 action are still in effect.

PROCUREMENT PROCESS

Not applicable.

FISCAL IMPACT

Total Cost:

The estimated cost to complete the steps up to the transfer of the interests and easement to Cascade, including reimbursement of Sammamish Plateau Water legal costs, is under \$30,000 and can be accommodated within the adopted budget for legal services, without impacting other activities. The subsequent steps necessary to advance the water right applications beyond assignment, and associated costs, are still to be evaluated and are not authorized by this motion.

RECOMMENDED ACTION

Motion to adopt Resolution No. 2025-13, delegating authority to the Chief Executive Officer to negotiate and execute all contracts, subject to previously authorized expenditure limits of \$30,000, in connection with (1) acquiring EKCRWA's interests in the SAP water right applications, acquiring the Easement for Well Site, and acquiring any other assets held by EKCRWA deemed beneficial to Cascade by the Chief Executive Officer, and (2) advancing the SAP water rights application held jointly with SPU.

ATTACHMENTS

1. Agenda Memorandum for acquisition of interests in Snoqualmie Aquifer Project water right applications, dated July 23, 2025
2. Resolution No. 2025-13

AGENDA MEMORANDUM

PROPOSED BOARD ACTION

Motion to authorize the expenditure of funds to engage in a process to acquire East King County Regional Water Association (EKCRWA) interests in two Snoqualmie Aquifer Project water right applications, conditioned upon the following:

- Expenditure of funds includes Cascade legal fees and reimbursement of costs incurred and yet to be incurred by Sammamish Plateau Water due to their role in maintaining and transferring the interests, and is not to exceed \$30,000 without further Board approval,
- All interests in the two applications must be transferred to Cascade from Cascade Members,
- Following completion of the transfer process, Cascade staff shall propose expenditure limits for future work to advance the water right applications,
- In the event that the Snoqualmie Aquifer Project water right applications yield benefits to Cascade, Cascade staff shall develop a proposal for Board consideration to grant Regional Capital Facilities Charge (RCFC) credits to Cascade Members who were EKCRWA members based on their incurred costs,
- In the event of future Cascade withdrawal from the Snoqualmie Aquifer Project, Cascade staff shall develop a process for transfer/disposal of the interests in the two applications, and
- Cascade staff shall provide the Board with periodic updates regarding issues affecting potential decision points (e.g. Seattle Public Utilities' completion of its Future Water Supplies Alternatives study).

SUMMARY OF CURRENT PROPOSED BOARD ACTION

This proposed Board action would formalize Cascade's acquisition of EKCRWA interests in two Snoqualmie Aquifer Project (SAP) water right applications. This would result in Cascade and Seattle Public Utilities (SPU) becoming co-applicants on the water right applications. It is unclear whether the SAP is feasible or whether the applications will progress. However, this action keeps the option alive until more information can be developed about the SAP. Cascade staff would return to the Board after the interests have been transferred to propose expenditure limits on the work.

BACKGROUND

The East King County Regional Water Association (EKCRWA) is a regional water planning coordination organization made up of eastside municipal water suppliers that was established in 1987. It developed the East King County Coordinated Water System Plan in 1989 and updated the plan in 1996. Five Cascade members were or are members of the EKCRWA: Bellevue, Redmond, Kirkland, Issaquah, and Sammamish Plateau Water. Between 1994 and 1998, the EKCRWA, along with the City of Seattle, submitted to the State Department of Ecology

(Ecology) two water right applications for the SAP. EKRWA continues to hold interests on behalf of its members in the SAP water right applications, along with the City of Seattle.

The SAP is a water supply project that would take groundwater from the aquifer near North Bend to supplement Snoqualmie River flows in the summer. The water would then be withdrawn north of Carnation, treated at a new treatment facility, and connected to SPU's Tolt Pipeline. It was estimated to yield about 16 million gallons per day (MGD) total. However, after the initial water right applications were developed in the mid-1990s, the regional water environment shifted and interest in the applications waned. Seattle was offering additional water to purveyors and Cascade was formed in 1999, leading to no action on the SAP applications for 20 years.

In 2019, Ecology began reviewing its backlog of water right applications. It contacted EKRWA and SPU asking for action or for the applicants to withdraw the applications. The EKRWA has been dormant for many years and is interested in dissolving. In November 2023, the EKRWA met and adopted a motion that authorizes the organization to assign its interests in the two water right applications to whatever members and former members desire to acquire them and to then dissolve. To date, only Sammamish Plateau Water has taken actions to actively maintain its interests. Cascade staff have received information from the EKRWA that the organization does not intend to meet again and is ready to finalize the assignment.

SPU has included the SAP in its list of projects to study in its current Future Water Supplies Alternatives Study. SPU is estimating the completion of this study by the end of 2026. SPU has contacted Cascade's EKRWA members asking them to enter an interlocal agreement with SPU to pursue SAP feasibility. To date, Cascade's members have asked SPU for more time to investigate the project and how to move forward before engaging with SPU.

The 2012 Joint Municipal Utilities Services Agreement, Article 6, requires the Board to approve any new independent supplies. Given this requirement, Cascade's members who are or were EKRWA members, asked for Cascade's assistance in analyzing the best path forward to consolidate interests and transfer those interests to Cascade. Cascade and member staff worked together to investigate several options and recently, in consultation with EKRWA, concluded the only viable path given the current circumstances is for Sammamish Plateau Water to take the assignment of interests from EKRWA and then to assign the interests to Cascade. Any assignment of interests would need to be submitted to and approved by Ecology, and it is not anticipated that Ecology would deny the transfer.

Next Steps

If the Board approves this proposed action, the next steps are to facilitate the transfer of interests from EKRWA to Sammamish Plateau Water and then to Cascade, including all Ecology approvals.

Additional efforts and expenditures would be necessary to advance the water right applications, including coordination with SPU and potential cost sharing in feasibility studies. Following

completion of the transfer process, Cascade staff shall return to the Board to propose expenditure limits for future work to advance the water right applications.

Sammamish Plateau Water has incurred legal costs to ensure the water right application interests could be transferred from the EKRWA. Additionally, because the proposed transfer would pass the water right application interests first to Sammamish Plateau Water, and then to Cascade, Sammamish Plateau Water is expected to incur some further legal expense in the course of that transfer.

In addition, the Cascade Members that participated in the EKRWA have historically incurred membership costs and cost sharing as a member of EKRWA to initiate these water right applications. If Cascade receives benefits from the water right applications for the Snoqualmie Aquifer Project, such as from approval of the applications and development of the Project or from transfer of interests in the Project, staff would work with those Members to determine RCFC credits based on their incurred costs.

In the event of a future Cascade withdrawal from the Snoqualmie Aquifer Project, the interests in the two applications and any associated rights shall be offered first to Cascade members and then subsequently to other interested parties. It is anticipated that transfer of interests could be conditioned on payment of the costs Cascade has incurred to advance the water right applications, such that other Cascade members do not bear such cost. Staff would develop a process to transfer/dispose of the interests in the two applications consistent with these principles for proposal to the Board.

Cascade staff shall provide the Board with periodic updates regarding issues affecting potential decision points (e.g. SPU's completion of its Future Water Supplies Alternatives study).

PRIOR BOARD ACTIONS

Not applicable.

OPTIONS CONSIDERED AND ANTICIPATED RESULT IF THE BOARD DOES NOT APPROVE THIS ACTION

There were two other options considered. One option was to not involve Cascade in the transfer of interests or in the project until, and unless, the SAP was developed to a point where one or more of the EKRWA members asked for Board approval for a new independent supply. Cascade Members who are EKRWA members were not supportive of this approach due to the complexity and uncertainty of the project and applications, and those Members requested Cascade involvement.

The second option considered was to have Cascade become an EKRWA member and take the transfer of interests directly rather than through the Cascade Members. Investigation of this option with EKRWA and its legal counsel determined this was not a feasible option since the

EKCRWA Board had already met and decided to dissolve once the interests were transferred. They were not open to meeting again or taking on new members.

If this proposed action is not approved, Cascade would not be directly involved in the transfer of interests in or in development of the SAP. The Cascade Board could be involved again in the future if any Cascade Member asks the Board for approval of new independent supply.

PROCUREMENT PROCESS

Not applicable.

FISCAL IMPACT

Total Cost:

The estimated cost to complete the steps up to the transfer of the interests to Cascade, including reimbursement of Sammamish Plateau Water legal costs, is under \$30,000 and can be accommodated within the adopted budget for legal services, without impacting other activities. The subsequent steps necessary to advance the water right applications beyond assignment, and associated costs, are still to be evaluated and are not authorized by this motion.

Approved in Current Biennial Budget: ☒ Yes ☐ No ☐ N/A

There is no additional fiscal impact for this action.

RECOMMENDED ACTION

Approve the motion to authorize the expenditure of funds to engage in a process to acquire East King County Regional Water Association (EKCRWA) interests in two Snoqualmie Aquifer Project water right applications, conditioned upon the following:

- Expenditure of funds includes Cascade legal fees and reimbursement of costs incurred and yet to be incurred by Sammamish Plateau Water due to their role in maintaining and transferring the interests, and is not to exceed \$30,000 without further Board approval,
- All interests in the two applications must be transferred to Cascade from Cascade Members,
- Following completion of the transfer process, Cascade staff shall propose expenditure limits for future work to advance the water right applications,
- In the event that the Snoqualmie Aquifer Project water right applications yield benefits to Cascade, Cascade staff shall develop a proposal for Board consideration to grant RCFC credits to Cascade Members who were EKCRWA members based on their incurred costs,
- In the event of future Cascade's withdrawal from the Snoqualmie Aquifer Project, Cascade staff shall develop a process for transfer/disposal of the interests in the two applications, and

- Cascade staff shall provide the Board with periodic updates regarding issues affecting potential decision points (e.g. Seattle Public Utilities' completion of its Future Water Supplies Alternatives study).

ATTACHMENTS

None.



CASCADE WATER ALLIANCE
RESOLUTION No. 2025-13

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CASCADE WATER ALLIANCE, A WASHINGTON MUNICIPAL CORPORATION, AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO NEGOTIATE AND EXECUTE CONTRACTS RELATED TO EAST KING COUNTY REGIONAL WATER ASSOCIATION'S INTERESTS IN WATER RIGHTS APPLICATIONS, EASEMENTS, AND OTHER BENEFICIAL ASSETS AND CASCADE'S PARTICIPATION IN WATER RIGHTS APPLICATIONS JOINTLY HELD WITH SEATTLE PUBLIC UTILITIES

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, under Cascade Water Alliance Code 5.60.020, the Cascade Board of Directors ("Board") is authorized to delegate authority in any resolution awarding a contract or in a resolution authorizing Cascade's participation with another government agency in a joint project; and

WHEREAS, under Cascade Water Alliance Code 5.60.020, the Chief Executive Officer on behalf of Cascade may, without prior Board approval, negotiate and execute contracts or other documents necessary to implement resolutions of the Board; and

WHEREAS, on July 23, 2025, the Board authorized the expenditure of funds to engage in a process to acquire East King County Regional Water Association's (EKCRWA) interests in two Snoqualmie Aquifer Project (SAP) water right applications, subject to certain conditions; and

WHEREAS, acquisition of EKCRWA's interest would result in Cascade and Seattle Public Utilities (SPU) becoming co-applicants on the SAP water right applications; and

WHEREAS, Cascade has since learned that EKCRWA desires to assign an Easement for a Well Site located on real property in King County; and

WHEREAS, the Board desires to delegate contract authority to Cascade's Chief Executive Officer to finalize the acquisition of EKCRWA's interests in the SAP water right applications, Easement for Well Site, and any other assets held by EKCRWA beneficial to Cascade, and further to advance the SAP water rights application held jointly with SPU, subject to expenditure limits and other conditions set forth in the July 23, 2025 action by the Board.

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

Section 1. Authorization. The Board adopts this Resolution No. 2025-13 delegating authority to the Chief Executive Officer to negotiate and execute all contracts, subject to previously authorized expenditure limits of \$30,000, in connection with (1) acquiring EKCRWA's interests in the SAP water right applications, acquiring the Easement for Well Site, and

acquiring any other assets held by EKRWA deemed beneficial to Cascade by the Chief Executive Officer, and (2) advancing the SAP water rights application held jointly with SPU.

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

ADOPTED AND APPROVED by the Board of Directors of the Cascade Water Alliance at a regular meeting thereof, held on the 24th day of September 2025.

CASCADE WATER ALLIANCE

Penny Sweet, Chair

Attest – Melina Thung
Interim Chief Executive Officer

Angela Birney, Vice Chair

Mary Lou Pauly, Secretary/Treasurer

Members
Yes _____
No _____

Demand Share
Yes _____ %
No _____ %

Include in CWAC?

____ Yes
 x No

AGENDA MEMORANDUM

PROPOSED BOARD ACTION

Motion to authorize the Chief Executive Officer to execute a contract with Clark Nuber to assess the Regional Capital Facilities Charge process and workflows of Cascade members in an amount not to exceed \$106,000.

SUMMARY OF CURRENT PROPOSED BOARD ACTION

Cascade is seeking the Board's approval to contract with Clark Nuber to perform assessments of the Regional Capital Facilities Charge (RCFC) process and workflows of the members. The assessments consist of gaining an understanding of and documenting the process, doing an internal control assessment, testing and reporting the results, suggesting improvements, and developing best practices.

BACKGROUND

Clark Nuber last performed an assessment of the RCFC process and workflows in 2017-2018. The last assessment resulted in several improvements to consistency amongst member reporting processes.

The purpose of these assessments is to create transparency and understanding amongst members about how RCFC's are reported and to create a set of best practices that members can use to improve their processes.

PRIOR BOARD ACTIONS

Board Action	Date	Resolution No. (if Applicable)
<ul style="list-style-type: none">• Contract with Clark Nuber• Amendment to the RCFC Methodology	<ul style="list-style-type: none">• May 23, 2018• November 20, 2019	<ul style="list-style-type: none">• N/A• 2019-12

OTHER OPTIONS AND ANTICIPATED RESULTS IF THE BOARD DOES NOT APPROVE THIS ACTION

If the Board does not approve this action, Cascade members may not be reporting RCFCs in a consistent and transparent manner and would lack a set of best practices for reporting RCFCs.

PROCUREMENT PROCESS

Cascade staff discussed the project with the Finance and Management Committee in June, and the committee recommended contracting with Clark Nuber because of their familiarity with Cascade and the RCFC processes.

FISCAL IMPACT

The cost of the engagement is \$15,000 per member plus \$1,000 for incidentals.

Budget Line	Year	Budget	Spent and Committed to Date	Available Budget	This Action	Remaining Balance
24-Professional Fees (other)	2025	\$55,000	\$0	\$55,000	\$51,000	\$4,000
24-Professional Fees (other)	2026	\$55,000	\$0	\$55,000	\$55,000	\$0

RECOMMENDED ACTION

Motion to authorize the Chief Executive Officer to execute a contract with Clark Nuber to assess the Regional Capital Facilities Charge process and workflows of Cascade members in an amount not to exceed \$106,000.

ATTACHMENTS

None.

CASCADE WATER ALLIANCE: LEAD OUR REGION AS CHIEF EXECUTIVE OFFICER

About Cascade Water Alliance

Cascade Water Alliance (Cascade) is a municipal corporation comprising seven member agencies that collaborate to ensure a reliable and sustainable water supply for approximately 400,000 residents in King County. Established in 1999, Cascade's members include five cities (Bellevue, Issaquah, Kirkland, Redmond, and Tukwila) and two water and sewer districts (Sammamish Plateau Water and Skyway Water & Sewer District). Cascade's mission is to provide safe, clean, and reliable water to our members in a cost-effective and environmentally responsible way through regional leadership and strong relationships.

Cascade is unique among Washington water suppliers in that it serves exclusively as a wholesale supplier. All the water that Cascade delivers to its members is currently purchased from Seattle Public Utilities. In 2009, Cascade purchased Puget Sound Energy's former White River – Lake Tapps Reservoir system as a future source of drinking water. Much of Cascade's work centers on maintaining the system's facilities and infrastructure for future municipal use.

On March 20, 2025, Cascade and Tacoma Public Utilities (Tacoma) signed two historic agreements. These agreements allow Tacoma to provide Cascade with a water supply starting in 2041, marking a first step toward transforming the region's approach to drinking water. The partnership between Cascade and Tacoma will enhance regional water supply reliability.

To connect Cascade to Tacoma's water system, Cascade has begun planning for the Cascade Supply Program. This program will be the largest undertaken by Cascade and involves miles of transmission and distribution mains, storage tanks, a chlorination station, and other facilities.

Cascade's small team of water utility professionals, its Board of Directors, and its member agencies pride themselves on their collaborative and innovative approaches to tackling local and regional issues related to drinking water. Cascade's partnership with other utilities, government agencies, tribal governments, and community groups is key to achieving its goal of exemplifying itself as a model for regional cooperation and effective public resource management.

We value:

- Partnering with others to achieve Cascade's goals and the goals of the region
- A productive and collaborative work environment
- Trust and integrity in our actions
- Objective and open communication styles
- Respect for our work-life balance
- A dynamic and fun work environment

The Opportunity:

As our Chief Executive Officer (CEO), you will provide overall leadership and strategic direction to Cascade. This is a chance to guide our organization through a period of significant growth and change and make an impact on our region's water future. You will advance our organization's mission through active engagement with government, tribal, community, and industry stakeholders.

We are seeking a CEO with expertise in navigating complex political environment to lead advocacy efforts at all levels of government, shape policy development, and build key relationships to safeguard water resources. Your leadership will be key in establishing Cascade as a strategic partner, thought leader, and advocate for regional water sustainability and resilience.

Key Responsibilities:

- **Organizational Leadership:**
 - Lead utility operations to ensure high quality, reliable, cost-effective water service to Cascade's member agencies.

- Continue to foster an environment of trust with Cascade's Board of Directors and member agencies.
- Manage change effectively as the organization transitions to the wholesale supply contracts with Tacoma, the Cascade Supply Program, and other major projects.
- Oversee the organization's strategic planning process, turning high-level priorities into actionable goals and objectives.
- Lead by example to promote a culture of collaboration, empowerment, innovation, transparency, inclusion, and integrity throughout the organization.
- Ensure the organization aligns with its mission and values while adjusting to changing regional water needs.
- **Policy and Programmatic Leadership:**
 - Foster regional cooperation on water issues by actively representing Cascade's interests in intergovernmental, legislative, and regulatory forums.
 - Develop and promote policy recommendations that reflect current industry standards, environmental considerations, climate change impacts, and community needs, positioning Cascade as a trusted voice on water sustainability.
 - Navigate complex political and regulatory environments at the regional, state, and federal levels, advocating for policies, programs, and funding aligned with Cascade's mission.
 - Actively participate in lobbying efforts and stakeholder negotiations to influence water resource decision-making, ensuring policies support sustainable and resilient water initiatives.
- **Building Partnerships:**
 - Build and sustain strategic relationships with elected officials at all levels of government, tribal leaders, community organizations, advocacy groups, and the media to foster effective communication, collaboration, and trust.
 - Serve as an inspiring and authoritative public voice advocating for sustainable water management, regional cooperation, and community water supply resilience.
 - Lead efforts to develop outreach initiatives that educate and engage diverse stakeholders, enhancing public understanding of water issues and Cascade's role.
 - Represent Cascade at public events, community forums, industry conferences, and media engagements to elevate organizational visibility.

Qualifications:

- Bachelor's degree in public administration, water resources, political science, or related fields; advanced degrees or certifications in relevant areas are highly desirable.
- At least 10 years of leadership experience in public agencies, nonprofits, or government affairs; experience within public utilities, particularly water utilities, is preferred.
- At least five years in executive management, including direct oversight of strategic planning, organizational development, operational management, and financial management.
- Extensive experience working directly with elected officials.
- Strong communication skills, including public speaking, media engagement, and consensus-building among diverse stakeholders.

The Ideal Candidate:

- **Leadership and Management:**
 - Excellent strategic thinking skills with the ability to anticipate future challenges and opportunities, combined with practical, tactical, and analytical skills.
 - Effective decision-making skills paired with success in leading complex negotiations.
 - Strong political acumen.
 - Extensive management experience and a proven record of guiding high-performing, value-driven teams.
 - Proven success in overseeing large-scale initiatives, including capital projects emphasizing sustainable resource management, innovation, and community engagement.
 - Deep understanding of issues such as water resource management, environmental policies, the impacts of climate change, infrastructure development, and sustainability practices.
- **Communication and Interpersonal:**
 - Ability to build partnerships and advocate Cascade's interests through proactive communication on complex topics.

- Proven ability to navigate and negotiate conflicts effectively while maintaining positive relationships.
- Strong public speaking and presentation skills, with the ability to effectively engage a wide range of audiences.
- **Financial and Strategic Planning:**
 - Strong understanding of financial management, including budgeting, rate setting, financial forecasting, and financial reporting.
 - Experience in developing and executing strategic plans that align with organizational mission and community needs.
 - Dedication to financial transparency and accountability.
- **Personal Attributes:**
 - A conviction to uphold high ethical standards, a transparent approach to leadership, and accountability in all aspects of work.
 - Ability to foster a positive work culture through open communication, collaboration, teamwork, inclusion, and effectively managing high-stakes situations.

Compensation and Benefits:

The salary range for this position is \$260,000 - \$380,000 annually, subject to Cascade's Board of Directors' approval. Cascade offers an industry-leading benefits package to employees and their dependents, including paid time off (vacation, sick leave, holidays), insurance (medical, dental, vision, life, disability), retirement plans (401a, 457), and tax-advantaged savings options (FSA, HRA, Veba, PPO, DCAP). Cascade contributes 7%, and employees contribute 4%, to their 401(a) retirement plan. For Social Security, employees contribute 6.2% of their annual salary, and Cascade contributes 6.2% up to the Social Security limit set by the Internal Revenue Service to employees' 401(k) plans.



FINANCE & MANAGEMENT COMMITTEE

Mary Lou Pauly, Chair, City of Issaquah

Penny Sweet, City of Kirkland

Dave Hamilton, City of Bellevue

Meeting Recap
Tuesday, September 16, 2025
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 September 24, 2025 Board Meeting**

- A. Regional Capital Facilities Charge (RCFC) Member Processes contract.** In June, Cascade staff discussed with the committee updating the members RCFC process assessments that were last performed in 2017-2018. Cascade has received a quote from Clark Nuber to perform the engagement, and this month is seeking Board approval for the contract.

***Recap and Direction:** Following the recommendation of the committee at the June meeting, Cascade staff obtained a quote from Clark Nuber to complete an engagement to document the members' RCFC processes and workflows and develop a set of best practices with the goal of promoting transparency and consistency amongst members. The cost of the engagement is \$15,000 per member for a total of \$105,000. The action before the Board is \$106,000 which includes \$1,000 for incidentals and mileage. After discussion, the committee recommended approval and placement on the "other action" agenda at the September Board meeting.*

4. Discussion Items

- A. Capital Reimbursement Resolution.** A capital reimbursement resolution allows Cascade flexibility to use bond proceeds for capital expenses that have already been incurred. Staff will present background on this process and seek feedback from the Committee regarding the use of reimbursement resolutions to provide bonding flexibility going forward.

***Recap:** Staff presented information on the capital reimbursement resolution process and sought feedback on the use and timing of this tool. The committee supported use of*

reimbursement resolutions to provide future bonding flexibility and recommended providing similar background information to the full Board prior to bringing forward a resolution.

- B. Seattle Public Utilities (SPU) Rates and True-Up.** The Seattle Block Contract costs are based on a five-year rate study conducted by SPU staff and are trued-up to actuals annually. Cascade staff will provide an update regarding the 2026-2030 SPU costs and the true-up for 2024 actual costs.

Recap: *Staff presented the outcomes of the SPU rate study and true-up. After discussion, the committee requested staff continue to work with SPU to understand potential rate trends further in the future.*

5. Other Issues.

6. Next Meeting Date and Location.

The next meeting will be held Tuesday, October 21, 2025, 1:30 p.m. – 3:00 p.m. at Cascade's office and via Zoom.



PUBLIC AFFAIRS COMMITTEE

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

Meeting Recap
Wednesday, September 3, 2025
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 September 24, 2025 Board Meeting.**
- 4. Discussion Items.**

A. Legislative Update and Priorities. Staff will provide an update on legislative activities and preparation for the 2026 legislative session. This item is an opportunity for the committee to discuss legislative priorities for 2026. Cascade's 2025 Legislative and Public Policy Agenda is attached for reference.

***Recap:** Diana Carlen, Gordon Thomas Honeywell, provided an overview of legislative issues of interest in preparation for the 2026 state legislative session. Legislators are likely to be focused on budget issues in the short session, with revenue forecasts significantly lower than forecasted. Cascade will be tracking water utility issues such as PFAS rulemaking and potential fluoride actions by the State Board of Health, the Low-Income Water Assistance Report from the Departments of Health and Commerce, the utility relocation costs study from the Public Works Board, and follow-up to the water efficiency report by the Ruckelshaus Center. Staff will develop a draft 2026 legislative agenda and bring it back to the committee for review.*

B. Education Program Overview. Staff will provide an overview of the Water Efficiency Education Program.

***Recap:** Staff provided an overview of Cascade's education programs. These include Nature Vision's in-classroom and virtual field experiences and blue team programs, as well as Sustainability Ambassadors' curriculum design lab and student ambassador programs.*

- C. Annual Member Survey.** Each year, Cascade surveys Board Members and Alternates seeking input on the evaluation of Cascade's intergovernmental, communications, and outreach programs and planning for the next year. Once the committee approves the survey questions, the survey will be sent out electronically.

***Recap:** The committee approved the survey, and the survey will be sent out with a requested completion date of September 26.*

- D. Next Meeting Date.** Staff would like to discuss rescheduling or canceling the October committee meeting date.

***Recap:** The committee rescheduled the October meeting date to October 22 from 2-3 pm. The November committee meeting will be cancelled.*

5. Other Issues.

6. Next Meeting Date and Location.

The next meeting will be Wednesday, October 1, 2025, 9:00 a.m. – 10:00 a.m. at Cascade's office and via Zoom.



RESOURCE MANAGEMENT COMMITTEE

Lloyd Warren, Chair, Sammamish Plateau Water
Jon Ault, Skyway Water & Sewer District
Dave Hamilton, City of Bellevue
Tom McLeod, City of Tukwila
Jon Pascal, City of Kirkland
Ryika Hooshangi, Sammamish Plateau Water
Angie Nuevacamina, City of Redmond

Meeting Recap

Thursday, September 11, 2025

2:00 PM – 3:30 PM

Held at Cascade's office and via Zoom

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

- A. Seattle Public Utilities (SPU) – Water Supply Status.** SPU staff will join the committee meeting to provide a water supply status update. Current SPU water supply information can be found [here](#).

***Recap:** SPU provided the committee with an update on the current water supply status. Cumulative precipitation and snowpack were both lower in 2025 than the long-term average. SPU raised reservoir levels higher and earlier than normal this year, but due to the lack of snowpack and higher than normal water consumption caused by hotter and drier than normal weather, the combined reservoir storage is below the long-term average for this time of year. Despite all of this, SPU said they are cautiously optimistic and do not anticipate activating the advisory stage of their water shortage contingency plan based on the precipitation outlook being above average for this time of year.*

- B. Cascade Supply Program Update.** Staff will provide information shared with Member Staff regarding an upcoming data request and will provide an update on the Program and Engineering Support (PES) consultant selection process.

***Recap:** Staff presented an update on the Program and Engineering Support (PES) consultant selection process. The selection process has concluded, and Stantec has been selected as the PES consultant. The next steps will be to work through the Master Services Agreement contract and present that at the next meeting. Discussion followed with more information about the governance documentation and oversight. Staff will return to the committee and the Board with the contract for approval at the next meeting.*

- C. Phase 3 Flowline Outage Update.** Staff will provide a verbal update on the status of the flowline outage beginning on September 3 until approximately September 7.

***Recap:** Staff provided an update on the schedule and budget for the Phase 3 Headworks Intake Modification Project. The contractor provided very short notice that a second flowline outage was necessary for the project. Cascade staff and Veolia mobilized quickly and planned and exercised critical equipment. The dewatering operation and fish rescue was completed ahead of schedule. There were some fish mortalities due to fish attraction from a leaky valve body. Upon discovery of the fish attraction, Cascade worked with the Tribes and the U.S. Army Corps of Engineers (USACE) to minimize fish mortality. USACE has reported the fish mortalities to the appropriate agency under its permit for the construction project. Cascade will apply lessons learned to future outages.*

- D. Milfoil Treatment Update.** The first round of milfoil treatment was June 23, and the second (and final) round was August 11, with a total of 146 acres treated in the reservoir. Cascade uses ProcettaCOR®, an aquatic herbicide approved by the State Department of Ecology that effectively treats milfoil and has a better environmental profile. Cascade has used this herbicide to treat the reservoir since 2019 with good results. Cascade also continues to inform the community about the option for homeowner associations (HOAs) and individual homeowners to use Cascade's permit and contract directly with Aquatechnex to chemically treat milfoil in front of their residences.

***Recap:** Staff provided a brief update on the milfoil treatment program, with its goal of keeping the Lake Tapps Reservoir healthy. Staff also discussed receipt of final payment of the two-year \$75K Ecology grant for this treatment.*

- E. Shortage Management Plan.** As part of the updated Water System Plan, Cascade also updated its Shortage Management Plan (SMP). During the comment period, Seattle Public Utilities (SPU) proposed a few edits to the SMP. Cascade staff would like the Committee's feedback on SPU's comments.

***Recap:** The Committee supports leaving the current language in Cascade's updated SMP as-is rather than making the changes SPU proposed. The current language offers the Board flexibility to respond to potential droughts in a manner that best meets Cascade's needs and circumstances. Staff will communicate this decision to SPU.*

4. Items Recommended for Action at the September 24, 2025 Board Meeting.

- A. Utility Construction Agreement with Washington State Department of Transportation (WSDOT).** Motion to authorize the Chief Executive Officer to execute a Utility Construction Agreement with WSDOT to provide bridge reinforcement design and

coordination services in support of relocation of the Bellevue-Issaquah Pipeline at Lewis Creek, in an amount not to exceed \$260,000.

Recap: *The Committee supports entering into a contract with WSDOT in support of relocating the Bellevue-Issaquah Pipeline at Lewis Creek in an amount not to exceed \$260,000.*

- B. Snoqualmie Aquifer Project (SAP) Resolution.** Motion to adopt Resolution No. 2025-XX, delegating authority to the Chief Executive Officer to negotiate and execute all contracts, subject to previously authorized expenditure limits of \$30,000, in connection with (1) acquiring East King County Regional Water Association's (EKCRWA) interests in the Snoqualmie Aquifer Project (SAP) water right applications, acquiring or jointly acquiring the Easement for Well Site with Seattle Public Utility (SPU) (including partial assignment to SPU), and acquiring or jointly acquiring any other assets held by EKCRWA deemed beneficial to Cascade by the Chief Executive Officer, and (2) advancing the SAP water rights application held jointly with SPU.

Recap: *This item supplements the action the Board took on July 23 to accept the interests in the SAP water right applications. As the EKCRWA was preparing for the transfer, it found a Well Site easement that is associated with the groundwater water right application. The original Board action did not authorize the CEO to accept easements as part of the transfer. The committee recommended the housekeeping motion be limited to easement acceptance until the committee can further discuss whether to partially assign the easement as part of discussions with SPU.*

5. Other issues.

6. Next Meeting Date and Location.

The next meeting will be Thursday, October 9, 2025, 2:00 p.m. – 3:30 p.m. at Cascade's office and via Zoom.

Recap: *The committee rescheduled its next meeting to October 16 at 2:30 pm.*