



Board Action Memorandum

TO: Jackie Flowers, Director of Utilities
COPY: Charleen Jacobs, Director and Board Offices
FROM: Jessica Knickerbocker, Water Deputy Superintendent
Keri Burchard-Juarez, Water Superintendent
MEETING DATE: February 25, 2026
DATE: February 10, 2026

GUIDING PRINCIPLE ALIGNMENT (select as many that apply):

Please indicate which of the Public Utility Board's Guiding Principle(s) is supported by this action.

- ☐ Customer and Community
- ☒ Resource Sustainability and Stewardship
- ☐ Employees and Culture

SUMMARY:

Tacoma Water is looking for Public Utility Board and City Council support to enter into an interlocal agreement for the Water Supply Forum, which includes the City of Seattle, the City of Everett, and the Cascade Water Alliance. The Water Supply Forum coordinates and collaborates on current and future water supply and water resource items, and projects of mutual interest and benefits. The proposed agreement obligates Tacoma Water to provide 25% of the annual dues necessary to support the annual work plan and budget during the period of 2026-2035.

BACKGROUND:

The Water Supply Forum (Forum) has served as a lead entity for regional drinking water suppliers, purveyors and associations in the Puget Sound Region since 1999. The Forum is responsible to coordinate and collaborate on current and future water supply and water resource items and projects of mutual interest and benefit to the residents of King, Snohomish, and Pierce counties.

The Forum has engaged in projects and actions to collectively further present and future drinking water issues such as, but not limited to, water supply planning, resiliency including seismic, water quality, water conservation, education and outreach.

Tacoma Water is a founding member of the Forum and serves as the Forum Funding Administrator. The Forum is governed by a Steering Committee that includes the Regional Members of City of Seattle, City of Everett, City of Tacoma, and Cascade Water Alliance. Individual water utilities, other associations, and counties also make up the Forum as Fee Members.

The Forum formerly operated as an informal association under a Memorandum of Understanding and funding agreements. In 2025 Forum members determined that an Interlocal Agreement is the most appropriate vehicle to continue collaborating. Because the existing fund balance was sufficient to cover operating costs, the Forum has not collected dues since 2020; prior to that, dues averaged \$50,000 annually. It is anticipated that the fund balance will continue to be sufficient for the next several years. However, dues estimated at less than \$500,000 may need to be collected within the duration of this agreement.



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ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

The 2026 Forum Budget was passed in December 2025 and no dues are required.

IF THE EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW IT IS TO BE COVERED.

NA

IF THE ACTION REQUESTED IS APPROVAL OF A CONTRACT, INCLUDE LANGUAGE IN RESOLUTION AUTHORIZING \$200,000 INCREASE IN ADMINISTRATIVE AUTHORITY TO DIRECTOR? No

ATTACHMENTS:

Water Supply Forum Interlocal Agreement.

CONTACT:

Primary Contact: Jessica Knickerbocker, Water Deputy Superintendent, (253) 389-8044

Supervisor's Name: Keri Burchard-Juarez, Water Superintendent, (253) 431-3667