

City of Olympia  
DRAFT UAC 2023-2024 Work Plan

Month	Request/Description	Staff	Time Needed	UAC Action
April 2023	Water Quality Report and EPA's Revised Lead and Copper Rule	Cheri Reimers	30 minutes	Review and provide feedback to staff
	Waste ReSources General Facilities Charges	Gary Franks & Ron Jones	20 minutes	Review and provide feedback to staff
May 2023	Equity Index and Outreach Audience Analysis (Storm & Surface Water)	Susan McCleary	20 minutes	Review and provide feedback to staff
	Waste ReSources Code Update OMC 13.12	Gary Franks & Ron Jones	20 minutes	Review and provide feedback to Council through recommendation
	Comprehensive Plan (Utility and Natural Environment Chapters). Will include the topics of Water Demand Population Forecasts with Climate Change	Susan Clark, Kym Foley, Jesse Barham, Ron Jones	45 minutes	Review and provide feedback to staff
	Utilities - 1st Quarter Financial Update	Gary Franks & Water Resources and Drinking Water Directors	5 minutes	Review and provide feedback to staff
June 2023	Decision Making (DEI and Climate Frameworks, Asset Management, and CityWorks)	Susan Clark, Marcus Goodman & John Edwards	60 minutes	Review and provide feedback to staff
	Discounted GFCs for Low-Income Housing	Water Resources/ Drinking Water Directors & Darian Lightfoot	20 minutes	Review and provide feedback to Council through recommendation
	Rates/Affordability Metrics	Gary Franks, Water Resources and Drinking Water Directors	20 minutes	Review and provide feedback to staff
<b>Optional meeting July 2023 - Utility Site Tour</b>				
August 2023	Capital Facilities Plan	Susan Clark & Utility Engineers	30 minutes	Review and provide feedback to Council through rate recommendation in October
	Wastewater rate discount for irrigation	Water Resources Director	20 minutes	Review and provide feedback to staff
	2024 Utility Operating Budgets (initial drivers and trends)	Gary Franks, Water Resources and Drinking Water Directors	30 minutes	Review and provide feedback to staff
	Utilities - 2nd Quarter Financial Update	Gary Franks, Water Resources and Drinking Water Directors	5 minutes	Review and provide feedback to staff
September 2023	2024 Utility Operating Budgets, Capital Facility Plan, Rates, and General Facility Charges	Gary Franks & Water Resources and Drinking Water Directors	60 minutes	Review and provide feedback to staff

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September 2023	LOTT Rates, Capacity Development Charges and Cost of Service	LOTT Staff	15 minutes	Review and provide feedback to Council through rate recommendation in October
October 2023	2024 Utility Operating Budgets, Capital Facility Plan, Rates, and General Facility Charges	Gary Franks, Water Resources and Drinking Water Directors	90 minutes	Review and provide feedback to Council through rate recommendation
November 2023	Storm & Surface Water Habitat Program Update	Kym Foley	30 minutes	Review and provide feedback to staff
	Cellular Antenna Leases on Water Tanks	Susan Clark	30 minutes	Review and provide feedback to staff
	Climate Mitigation and Sea Level Rise Updates	Dr. Pamela Braff	25 minutes	Review and provide feedback to staff
	Utilities - 3rd Quarter Financial Update	Gary Franks, Water Resources and Drinking Water Directors	5 minutes	Review and provide feedback to staff
December 2023	UAC Work Plan Development for 2024-2025 and Officer Elections	Water Resources Director	30 minutes	Review and provide feedback to staff
	Recycling Program Update	Ron Jones & Gary Franks	30 minutes	Review and provide feedback to staff
<b>No meeting January 2024</b>				
February 2024	Review Draft UAC Work Plan 2024-2025	Water Resources Director	45 minutes	Review and provide feedback to staff
	Comprehensive Plan (Utility and Natural Environment Chapters)	Susan Clark, Kym Foley, Jesse Barham, Ron Jones	30 minutes	Review and provide feedback to Council
	Utilities - 4th Quarter Financial Update	Gary Franks, Water Resources and Drinking Water Directors	5 minutes	Review and provide feedback to staff
March 2024	NPDES Annual Report	Jeremy Graham	30 minutes	Review and provide feedback to staff
	Finalize UAC 2024-2025 Work Plan	Water Resources Director	30 minutes	Review and approve. Submit to Council's Community Livability and Public Safety Committee
	Street Sweeper Program	Susan Barclift	30 minutes	Review and provide feedback to staff

Highlighted items will require a quorum to provide feedback/recommendation to City Council.

Staff will monitor WA State Utilities and Transportation Commission (UTC) actions. As needed, the UAC may provide the UTC with feedback.

Site visits of utility facilities or contracted operations may be arranged following applicable COVID-19 protocols. Appropriate public notice will be provided.