



Meeting Minutes

Utility Advisory Committee

City Hall
601 4th Avenue E
Olympia, WA 98501
Contact: Eric Christensen
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Thursday, April 7, 2022

5:30 PM

Virtually

Register to attend:

https://us02web.zoom.us/webinar/register/WN_2Z5HfnkVSqOCId66dnIXgg

1. CALL TO ORDER

Chair Stephenson called the meeting to order.

1.A ROLL CALL

Present: 7 - Vice Chair Dennis Bloom, Committee member Dani Clark, Committee member Donald Krug, Committee member Arland Schneider, Committee member Jason Selwitz, Committee member Eleanor (Pat) Vernon and Committee member Roger Wilson

Absent: 1 - Committee member Kristin Lamson

1.B. STAFF PRESENT

Water Resources Director/Staff Liaison Eric Christensen
Engineering & Planning Supervisor Susan Clark
Waste ReSources Senior Planner Ron Jones

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

[22-0323](#) Approval of March 3, 2022 UAC Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT - None

5. ANNOUNCEMENTS FROM UAC AND STAFF

Chair Stephenson announced his resignation from the UAC. The UAC members and staff thanked him for his service to the UAC as a member and Chair.

Mr. Jones provided an update on the status of Waste ReSources Plan. The UAC work

plan had the plan scheduled April 2022, but there's been delays with the City's consultant. Staff will bring the item to the UAC on the May 2022 agenda. Staff will provide a high level briefing of goals, strategies and key policy issues. Staff will provide the plan to the UAC at a later date/meeting or via email.

Mr. Christensen provided the following updates:

The City Council's Community Livability and Public Safety Committee (CLPS) re-appointed Vice Chair Bloom and Committee members Clark and Schneider to the UAC.

Chair Stephenson and Mr. Christensen presented the UAC's 2022-2023 work plan to the CLPS on March 23. The Committee was appreciative of the work plan, expressed the importance of the work related to utilities and thanked the UAC for all of their efforts.

City Council will begin meeting in person. Advisory committee meetings will remain virtual until further notice. Mr. Christensen will keep the UAC informed about any updates. Staff will get feedback on the UAC members' preference and comfort level at attending meetings in person.

Follow up to the UAC inquiry at the March 2022 meeting regarding the Community Action Council - City Finance staff investigated the situation from a utility perspective and didn't find any issues. Thurston County's issue was primarily with housing payments.

Committee member Krug reported he did not receive the Five Things utility insert in his utility bill, but instead received a flyer for another city. Apparently this was only the case for one weekly billing cycle. InfoSend, the utility billing mailing contractor, will mail the correct City of Olympia utility bill insert to those customers separately. Mr. Christensen thanked Committee member Krug for bringing the issue to staff's attention.

COVID-19 has had little impact on City operations. Operations are close to normal since the start of the public health emergency.

Staff asked UAC members for suggestions for the Five Things. Staff made note of those items and will pass along the topics to program staff.

The UAC's May 2022 meeting will likely be a little longer to accommodate the addition of the Waste ReSources plan. Also given Chair Stephenson's resignation, the UAC will likely need to re-elect officers in May.

6. BUSINESS ITEMS

[22-0325](#) Drainage Design and Erosion Control Manual Update Project Briefing

Ms. Clark provided a briefing on the City's update to the Drainage Design and Erosion Control Manual. The update is required by the Washington State Department of Ecology.

UAC members asked clarifying questions and thanked staff for the briefing.

The information was provided.

[22-0326](#) Water System Plan Update Project Briefing

Ms. Clark provided the briefing. UAC members asked questions and thanked staff for the information.

Committee member Schneider moved, seconded by Committee member Krug, to support the City of Olympia Water System Plan update. The motion carried unanimously.

7. ADJOURNMENT

Chair Stephenson adjourned the meeting at 7:08 pm.

UPCOMING

Next Meeting: Thursday, May 5, 2022 at 5:30 p.m. (virtually)