



# Meeting Minutes - Final

## Utility Advisory Committee

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Eric Christensen  
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Thursday, December 5, 2019

5:40 PM

City Hall, Room 207

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### 1. ROLL CALL

**Present:** 7 - Chair Mike Buffo, Committee member Dennis Bloom, Committee member Dever Haffner-Ratliffe, Committee member Arland Schneider, Committee member Cullen Stephenson, Committee member Eleanor (Pat) Vernon and Committee member Roger Wilson

**Absent:** 2 - Vice Chair Luke Bowerman and Committee member Steve Fossum

### STAFF PRESENT

Water Resources Director Eric Christensen  
Waste ReSources Director Gary Franks  
Waste Resources Senior Planner Ron Jones

### 2. APPROVAL OF AGENDA

The agenda was approved.

### 3. APPROVAL OF MINUTES

[19-1119](#) Approval of November 7, 2019 UAC Meeting Minutes

The minutes were approved.

### 4. PUBLIC COMMENT - None

### 5. ANNOUNCEMENTS FROM UAC AND STAFF

Mr. Christensen noted the following updates:

- The 2020 budget and rate proposals are moving forward through the City Council approval process with formal adoption expected in mid-December.
- Staff will include a message about the municipal utility tax in the January/February 2020 *The Five Things* rates edition and also on Olympia's utility bill.
- Staff is researching the costs and the process to mail *The Five Things* utility publication to apartment residents and renters.
- The UAC reviewed draft text for the water shut off tags. The tags will inform customers of a penalty if they turn their water back on after its been shut off for non-payment.

- City staff is actively involved in the State of Washington, Department of Enterprise Services Capitol Lake/Lower Deschutes Watershed Environmental Impact Statement (EIS) Executive, Technical and Fund & Governance work groups. Mr. Christensen will send UAC members information on the three scenarios that are being proposed for further evaluation.
- The cities of Olympia and Lacey and LOTT Clean Water Alliance reached a milestone of the first five-year cycle of reclaimed water infiltration. This meets the obligation with the State Department of Ecology for the water rights mitigation for McAllister Wellfield.

The UAC thanked Mr. Franks for taking several UAC members on a tour of the Pierce County recycling facility the City uses.

## 6. BUSINESS ITEMS

### [19-1126](#) Waste ReSources 2020 Recycling Program Changes: Next Steps

Mr. Jones provided an update on the City's changes to the acceptable materials list for recycling. Due to changes in the global recycling market, customers can no longer place glass and poly-coated cardboard into residential curbside recycling starting January 2020.

Staff also shared the City's community outreach plan to inform customers of the change. UAC members provided feedback on the letter the City will send to customers. Staff noted the UAC's suggestions and will incorporate the feedback into the letter.

**The information was received.**

### [19-1120](#) Waste ReSources Carpenter Road Facility Update

Mr. Franks briefed the UAC on the City's evaluation to move Waste ReSources staff and operations to a City-owned property on Carpenter Road. The City hired a consultant to do a 30% design review. Staff will return to the UAC in 2020 to provide an update on the project.

**The information was received.**

### [19-1121](#) Development of Utility Advisory Committee Work Plan

Mr. Christensen and UAC members reviewed the draft 2020-2021 work plan. He asked UAC members to submit work plan requests by Friday, January 3. The UAC will need to approve the work plan and elect officers at the February 6 meeting.

**The information was received.**

## 7. ADJOURNMENT

Chair Buffo adjourned the meeting.

