



## Meeting Minutes - Draft

### Utility Advisory Committee

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Jesse Barham  
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**Thursday, November 7, 2024**

**5:30 PM**

**City Hall, Room 207**

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#### **1.A. CALL TO ORDER**

Chair Lamson called the meeting to order at 5:30 p.m..

#### **1.B. ROLL CALL**

**Present:** 6 - Chair Kristin Lamson, Committee member Dennis Bloom, Committee member Melissa Kover, Committee member Donald Krug, Committee member Arland Schneider and Committee member Kathryn Walton-Elliott

**Absent:** 1 - Committee member Dani Clark

#### **1.C. STAFF PRESENT**

Water Resources Director and Staff Liaison Jesse Barham  
Drinking Water Utility Director Mike Vessey  
Waste ReSources Director Gary Franks  
Principal Planner Joyce Phillips  
Waste ReSources Senior Planner Ron Jones  
Public Works Administrative Specialist Lindsay Walker

#### **2. APPROVAL OF AGENDA**

**The agenda was approved.**

#### **3. APPROVAL OF MINUTES**

[24-0913](#) Approval of October 3, 2024 UAC Meeting Minutes

**The minutes were approved.**

#### **4. PUBLIC COMMENT - None**

#### **5. ANNOUNCEMENTS FROM UAC AND STAFF**

Chair Lamson thanked Committee member Bloom for chairing the October 3 UAC meeting.

Water Resources Director Barham provided the following updates:

Vice Chair Sherry Chilcutt unfortunately resigned from the UAC due to family reasons. The City will now recruit for three vacancies on the UAC. The recruitment period is open, with applications accepted through December 13.

Ask planning staff if a recommendation is needed from the UAC for the Natural Environment chapter of the Comp Plan. If yes, this business item would be brought to the UAC at the February 2025 meeting.

Reminder of the LOTT Treatment Plant tour scheduled for November 15 for the three UAC members that signed up.

Drinking Water Utility Director Vessey provided current data on the City's two Utility Assistance Programs. The Helping Neighbor Program is not being used to full capacity and staff are reviewing barriers and communication strategies. Staff will add a program update to the UAC's 2025-2026 workplan. Chair Lamson asked if could gather data on how many customers are eligible but not aware or using the assistance programs.

Information about Council items such as Public Hearings on the 2025 Budget and Capital Facilities Plan, special recognition of the Street Sweeper Decal Student Artist Contest and the seven year renewal of the Regional Environmental and Education Programs (Stream Team) Interlocal Agreement with Lacey, Tumwater, Olympia and Thurston County.

Staff is preparing for king tides in mid-November through early March. Visit the City's Downtown flooding webpage for more information and also opt-in to Thurston County alerts for Budd Inlet.

Asked if UAC members are interested in continuing to receive hard copies of the staff powerpoint presentations during the meetings. Committee members expressed that they would like to continue receiving copies.

## **6. BUSINESS ITEMS**

[24-0888](#) Olympia 2045: Updating the Goals and Policies for Capital Facilities - Briefing

Principal Planner Phillips provided the briefing. UAC members asked some clarifying questions and were supportive of the direction staff is going with the text in this chapter of the Comp Plan. The UAC thanked staff for the briefing.

**The discussion was completed.**

[24-0915](#) Olympia 2045 - Utilities Chapter of the City of Olympia Comprehensive Plan Update

Senior Planner Jones provided the briefing. Staff and UAC held a discussion and

answered questions. UAC members thanked staff for the briefing.

**Committee member Bloom moved, seconded by Committee member Schneider, to recommend the Olympia Planning Commission-recommended Utilities Chapter to the Olympia City Council. The motion carried unanimously.**

[24-0916](#) UAC Officer Elections

**Committee member Bloom moved, seconded by Committee member Krug, to approve Chair Lamson as the UAC Chair and Committee member Melissa Kover as UAC Vice Chair, effective January 1, 2025. The motion carried unanimously.**

## **7. ADJOURNMENT**

Chair Lamson adjourned the meeting at 6:45 p.m.