



Meeting Minutes - Draft

Utility Advisory Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Gary Franks
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Thursday, September 4, 2025

5:30 PM

City Hall, Room 207

1.A. CALL TO ORDER

Chair Lamson called the meeting to order and read the Tribal Acknowledgement.

1.B. ROLL CALL

Present: 5 - Chair Kristin Lamson, Vice Chair Melissa Kover, Committee member Dennis Bloom, Committee member Ben Gossett and Committee member Kathryn Walton-Elliott

Absent: 3 - Committee member Dani Clark, Committee member Scott Hancock and Committee member Donald Krug

1.C. STAFF PRESENT

Interim Water Resources Director and Interim UAC Staff Liaison Gary Franks
Drinking Water Utility Director Mike Vessey
Interim Waste ReSources Director Ron Jones
Water Resources Engineering and Planning Supervisor Susan Clark
Senior Stormwater Engineer James Patton
Wastewater Engineer David Dunn
Wastewater Engineer Paul Mippidi
Drinking Water Engineer Kimberly Ramuno
Administrative Specialist Lindsay Walker

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

[25-0720](#) Approval of June 5, 2025 UAC Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT - No public comment

5. ANNOUNCEMENTS FROM UAC AND STAFF

Chair Lamson thanked Gary Franks for stepping into the interim UAC staff liaison role and the interim Water Resources Director.

Interim Director Franks noted that Ron Jones is now serving as the Interim Waste ReSources Director. The recruitment for the Water Resources Director will begin in October or November 2025.

The following updates were provided by Interim Director Franks:

Distributed and discussed the City's Advisory Body Guidebook that was finalized in May 2025. Staff also distributed a quick guide handout that summarized the Guidebook.

Staff is proposing a discussion of UAC-specific bylaws at an upcoming UAC meeting.

Three UAC members have terms expiring March 2026. Staff will send an email to those committee members asking them if they are interested in re-appointment. This decision is due by September 26th in preparation for the next advisory committee recruitment that will open in mid-October.

Distributed the 2nd Quarter Finance Report for all four utilities.

6. BUSINESS ITEMS

[25-0731](#) 2026-2031 Preliminary Capital Facilities Plan

Information only. No action requested during this meeting. The CFP recommendation from UAC will be incorporated into the September 2025 UAC meeting and recommendations for the 2026 utility operation budgets, rates and general facilities charges.

[25-0730](#) Preliminary 2026 Utility Operating Budget, Rates, and General Facility Charges

UAC members asked for data and information related to equity, affordability and the impacts of deferring CFP projects. Staff will bring this information to the September UAC meeting.

Information only. No action requested until the September 2025 UAC meeting.

7. ADJOURNMENT

Chair Lamson adjourned the meeting at 8:20 p.m.