



# Meeting Minutes - Draft

## Utility Advisory Committee

City Hall  
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Olympia, WA 98501

Contact: Jesse Barham  
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**Thursday, September 5, 2024**

**5:30 PM**

**City Hall, Room 207**

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### 1.A CALL TO ORDER

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

### 1.B ROLL CALL

**Present:** 7 - Chair Kristin Lamson, Vice Chair Sherry Chilcutt, Committee member Dani Clark, Committee member Melissa Kover, Committee member Donald Krug, Committee member Arland Schneider and Committee member Kathryn Walton-Elliott

**Absent:** 1 - Committee member Dennis Bloom

### 1.C. STAFF PRESENT

Water Resources Director and Staff Liaison Jesse Barham  
Drinking Water Utility Director Mike Vessey  
Waste ReSources Director Gary Franks  
Public Works Administrative Specialist Lindsay Walker

### 2. APPROVAL OF AGENDA

The agenda was approved.

### 3. APPROVAL OF MINUTES

[24-0701](#) Approval of June 6, 2024 UAC Meeting Minutes

The minutes were approved.

### 4. PUBLIC COMMENT - None

### 5. ANNOUNCEMENTS FROM UAC AND STAFF

Vice Chair Chilcutt will chair the October 3 UAC meeting due to Chair Lamson's planned absence.

Chair Lamson requested staff to keep her up-to-date on which Council, committee meetings and/or public hearings she should attend throughout the 2025 budget adoption.

Water Resources Director Barham provided the following updates:

Provided an updated timeline on the Olympia 2045: Comprehensive Plan review and adoption process.

Stormwater Action Monitoring BHPS Phase III study completed. Report to be posted to the State of WA Department of Ecology website.

Staff asked UAC members if they're agreeable to electronic meeting packets. UAC members agreed to this and asked to have the September and October packets sent as hardcopy packets in the mail; these are budget meetings and usually have more documents to review.

## 6. BUSINESS ITEMS

[24-0707](#) Preliminary 2025 Utility Operating Budget, Rates, Capital Facilities Plan and General Facility Charges

Staff provided the briefing. The UAC discussed and asked clarifying questions about the transfer of the Clean Team from the general fund to the Waste ReSources utility. Staff presented the preliminary rate proposals for each utility.

UAC member questions/requests:

Requested the affordability metrics on the 2025 utility rates.

Update on the low income housing projects (or proposed projects) funded by the 50% exemption on general facility charges (GFCs).

Which revenue is municipal utility tax is paid on? Specifically asking about LOTT revenues. Staff will confirm and will report back.

Did billing delinquencies get better after the pandemic? Staff informed UAC that it fluctuates.

Are most of the delinquent accounts those already in the City's customer assistance programs? Staff will follow up and noted most customers don't qualify for the assistance programs based on the each program's criteria.

Noticed sea level rise response is not included in the Storm & Surface Water budget. Staff explained this effort was transitioned to the Climate Program within the City Manager's office. This work is guided by the Sea Level Rise Response Collaborative that is a multi-jurisdictional group that includes LOTT, Cities of Lacey, Olympia, Tumwater, Squaxin Tribe and Thurston County. Staff will send the UAC information on the Collaborative and a link to their next meeting.

Staff will provide a final briefing on the 2025 Utility Operating Budget, Rates, Capital Facilities Plan and General Facility Charges at the October 3 UAC meeting. The briefing in October will include final utility rate recommendations.

**The information was provided.**

[24-0708](#) Utilities Semi-Annual 2024 Financial Update

The UAC asked some clarifying questions and thanked staff for the information.

**The information was provided.**

## 7. **ADJOURNMENT**

Chair Lamson adjourned the meeting at 7:22 p.m.

### **UPCOMING**

Next UAC meeting is October 3, 2024. Business Items:

- Final Review of 2025 Utility Operating Budgets, Capital Facility Plan, Rates, and General Facility Charges
- LOTT Rates, Capacity Development Charges and Cost of Service