



Meeting Minutes

Utility Advisory Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Jesse Barham
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Thursday, March 7, 2024

5:30 PM

City Hall, Room 207

1. CALL TO ORDER

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

1.A ROLL CALL

Present: 6 - Chair Kristin Lamson, Vice Chair Sherry Chilcutt, Committee member Dennis Bloom, Committee member Dani Clark, Committee member Donald Krug and Committee member Arland Schneider

1.B. STAFF PRESENT

Water Resources Director and Staff Liaison Jesse Barham
Waste ReSources Director Gary Franks
Senior Stormwater Specialist Sue Barclift
Senior Stormwater Specialist Kane Ostifin
Water Quality Associate Planner Jeremy Graham
Administrative Specialist Lindsay Walker

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

[24-0197](#) Approval of February 1, 2024 UAC Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT - None

5. ANNOUNCEMENTS FROM UAC AND STAFF

Water Resources Director Jesse Barham provided the following updates:

The October 2023 PFAS test results are available on the City's Water Quality webpage.

Distributed the current edition of the Five Things for the March/April 2024 billing cycle.

The City received four applications for the UAC to fill three vacancies. The Community Livability and Public Safety (CLPS) Council committee will conduct interviews in mid-March. UAC Chair and Vice Chair are invited to participate in the interviews.

CLPS will hold a Meeting of the Committee Chairs will on Wednesday, March 27 at 5:30 p.m. During the meeting they will review the 2024-2025 work plans and ask for a short report on the UAC's work and priorities. Mr. Barham will attend as well as the UAC Liaison.

Reminder that a quorum is needed, per the Washington State Open Public Meetings Act, to hold a committee meeting. The quorum amount is based on the number of current UAC members.

The Olympia Planning Commission (OPC) meeting schedule was revised for both the Utilities and Natural Environment Chapter of the Comprehensive Plan; now scheduled for April 15 (briefing) and June 3 (hearing). Staff is proposing to seek final UAC support for both chapters at the May UAC meeting (after the briefing).

The Wastewater Utility submitted a Federal Emergency Management Administration, Building Resilient Infrastructure and Communities (BRIC) grant application for approximately \$6.6 million (25% match requirement) to underground the sewer line on the Percival Utility Bridge.

The Drinking Water Utility is making steady progress in its work to improve and make consistent our cell tower leases.

6. BUSINESS ITEMS

[24-0198](#) Utilities Financial Update: 2023 Year-End

Water Resources Director Jesse Barham and Waste ReSources Director Gary Franks provided the briefing. The UAC did not have any questions and thanked staff for the briefing.

The information was provided.

[24-0199](#) Street Sweeping Program Update

Senior Stormwater Specialist Sue Barclift provided the briefing. UAC members asked some clarifying questions and thanked staff for the briefing.

The report was received.

[24-0206](#) NPDES Annual Report

Water Quality Associate Planner Jeremy Graham provided a briefing on the City's compliance with the State's National Pollution Discharge and Elimination System

(NPDES) Municipal Phase II Stormwater Permit. The current permit period will end with a new permit re-issued July 1st that will go into effect August 1, 2024.

Staff will return to the UAC in June 2024 to provide a briefing on a the re-issued NPDES permit.

The UAC requested that staff email to them relevant links and reports, such as the WA Stormwater Center and the "Shut the Lid" report, when they're available.

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

The UAC is supportive of staff submitting the NPDES annual report and SWMP to the Department of Ecology.

[24-0207](#) Finalize the Utility Advisory Committee Work Plan

Water Resources Director Jesse Barham reviewed with the UAC the final draft of the UAC's 2024-2025 Work Plan. The UAC asked staff to remove the footnote about a quorum. Staff confirmed they would remove it.

Committee member Bloom moved, seconded by Vice Chair Chilcutt, to approve the 2024-2025 UAC Work Plan and forward to the Community Livability and Public Safety Committee for subsequent adoption by the City Council. Motion carried unanimously.

7. ADJOURNMENT

Chair Lamson adjourned the meeting at 7:23 p.m.

Upcoming

**Next UAC Meeting is the 2nd Thursday of April:
April 11, 2024 at 5:30 pm**