



# Meeting Minutes - Final

## Utility Advisory Committee

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Jesse Barham  
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**Thursday, October 3, 2024**

**5:30 PM**

**City Hall, Room 207**

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### 1.A CALL TO ORDER

Committee member Bloom called the meeting to order and read the Tribal Acknowledgement. Committee member Bloom chaired the meeting due to the absence of Chair Lamson and Vice Chair Chilcutt.

### 1.B ROLL CALL

**Present:** 5 - Committee member Dennis Bloom, Committee member Melissa Kover, Committee member Donald Krug, Committee member Arland Schneider and Committee member Kathryn Walton-Elliott

**Absent:** 3 - Chair Kristin Lamson, Vice Chair Sherry Chilcutt and Committee member Dani Clark

### 1.C. OTHERS 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  
LOTT Clean Water Alliance Executive Director Matt Kennelly  
LOTT Clean Water Alliance Finance and Administration Director Justin Long

### 2. APPROVAL OF AGENDA

**The agenda was approved.**

### 3. APPROVAL OF MINUTES

[24-0795](#) Approval of September 5, 2024 UAC Meeting Minutes

**The minutes were approved.**

### 4. PUBLIC COMMENT - None

### 5. ANNOUNCEMENTS FROM UAC AND STAFF

Committee member Bloom reminded UAC Members to check their City email for a survey from City staff. The survey is an opportunity for advisory committee members to provide feedback as an advisory group member.

Water Resources Director Barham provided the following updates:

Chair Lamson will attend the City Council meeting for the 2025 Budget Public Hearing on October 29.

As a follow-up from the September UAC meeting, staff confirmed the City does not pay in-lieu taxes on CDC and GFC revenue that goes to capital projects (12.5% tax rate).

The City Advisory Committee recruitment will launch in November. The UAC has three members with expiring terms in March 2025; two members are seeking reappointment; one has met the term limit of 3 full terms. There is one position that was unfilled this year. The recruitment will fill two open vacancies on the UAC.

UAC officer elections for Chair and Vice Chair will occur at the November UAC meeting. Reminder the UAC officers will review the applications of prospective UAC members in January/February.

Upcoming City Council Meeting Recognitions: 2025 Water Resources Stewardship Calendar on October 15. Street Sweeper Decal Art on November 12.

Olympia Arbor Day Celebration at Heritage Fountain on Saturday, October 5 from 10 a.m. to 2 p.m.

LOTT updated pretreatment requirements coming soon.

Utilities Chapter of Comp Plan - Olympia Planning Commission (OPC) held a Public Hearing on the Draft on August 19. The Planning Commission's letter of recommendation will be shared with the UAC as soon as possible. The UAC's letter of recommendation is still pending - expected to be sought in November.

Staff have a copy of the book *Mastering Council Meetings* from the Jurassic Parliament training. Committee member Bloom borrowed it.

## 6. BUSINESS ITEMS

[24-0797](#) LOTT Proposed 2025-2026 Budget and Rates

Mr. Kennelly and Mr. Long provided the briefing. UAC members asked some clarifying questions of LOTT staff and held a discussion. The UAC thanked staff for the briefing.

**The information was provided.**

[24-0798](#) 2025 Utility Operating Budget, Rates, Capital Facilities Plan and General Facility Charges

Staff provided the briefing of current information for the 2025 budget and rates. UAC members asked some clarifying questions and held a discussion with staff.

Committee member Krug requested the letter to City Council state the UAC is concerned about historically General Fund programs being moved to Utility funding and CFP projects being deferred. The Committee appreciates how the utility Directors seek to keep costs and rates down.

The UAC thanked staff for the briefing.

**Committee member Krug moved, seconded by Committee member Schneider, to approve staff's proposed 2025 utility operating budget and rate proposals, the general facility charges and the Capital Facilities Plan. The UAC will write a letter to the City Council supporting the 2025 budget and rates. The motion passed unanimously.**

## 7. ADJOURNMENT

Committee member Bloom adjourned the meeting at 7:38 p.m.