



## Meeting Minutes - Draft

### Utility Advisory Committee

City Hall  
601 4th Avenue E  
Olympia, WA 98501  
Contact: Eric Christensen  
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**Thursday, April 7, 2022**

**5:30 PM**

**Virtually**

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**Register to attend:**

**[https://us02web.zoom.us/webinar/register/WN\\_2Z5HfnkVSqOCId66dnIXgg](https://us02web.zoom.us/webinar/register/WN_2Z5HfnkVSqOCId66dnIXgg)**

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

Chair Stephenson called the meeting to order.

#### **1.A ROLL CALL**

**Present:** 7 - Vice Chair Dennis Bloom, Committee member Dani Clark, Committee member Donald Krug, Committee member Arland Schneider, Committee member Jason Selwitz, Committee member Eleanor (Pat) Vernon and Committee member Roger Wilson

**Absent:** 1 - Committee member Kristin Lamson

#### **1.B. STAFF PRESENT**

Water Resources Director/Staff Liaison, Eric Christensen  
Engineering & Planning Supervisor, Susan Clark  
Waste ReSources Senior Planner, Ron Jones  
Program Assistant, Lindsay Marquez

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

**The agenda was approved.**

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

**[22-0323](#)** Approval of March 3, 2022 UAC Meeting Minutes

**The minutes were approved.**

#### **4. PUBLIC COMMENT - No public comment**

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

Chair Stephenson announced his resignation from the UAC. The UAC members and staff thanked him for his service to the UAC as a member and Chair.

Ron Jones provided an update on the status of Waste ReSources Plan. The UAC work plan had the plan scheduled April 2022, but there's been delays with the City's consultant. Staff will bring the item to the UAC on the May 2022 agenda. Staff will provide a high level briefing of goals, strategies and key policy issues. Staff will provide the plan to the UAC at a later date/meeting or via email.

Mr. Christensen provided the following updates:

The City Council's Community Livability and Public Safety Committee (CLPSC) re-appointed Vice Chair Bloom and Committee Members Clark and Schneider to the UAC.

Chair Stephenson and Mr. Christensen presented the UAC's 2022-2023 work plan to the CLSP Committee on March 23rd. The Committee was appreciative of the work plan, expressed the importance of the work related to utilities and thanked the UAC for all of their efforts.

City Council will begin meeting in person. Advisory committee meetings will remain virtual until further notice. Mr. Christensen will keep the UAC informed about any updates. Staff will get feedback on the UAC member's preference and comfort level at attending meetings in person.

Follow up to the UAC inquiry at the March 2022 meeting regarding the Community Action Council. City Finance staff investigated the situation from a utility perspective and didn't find any issues. As you may recall, Thurston County's issue was primarily with housing payments.

Committee member Krug informed us that he did not receive the Five Things utility insert in his utility bill, but instead received a flyer for another city. Apparently this was only the case for one weekly billing cycle. InfoSend, the utility billing mailing contractor, will mail the correct City of Olympia utility bill insert to those customers separately. Mr. Christensen thanked Committee member Krug for bringing the issue to staff's attention.

COVID-19 has had little impact on City operations. We are as close to normal operations since the start of the public health emergency.

Staff asked UAC members for suggestions for the Five Things. Staff made note of those items and will pass along the topics to program staff.

The UAC's May 2022 meeting will likely be a little longer to accommodate the addition of the Waste ReSources plan. Also given Chair Stephenson's resignation, the UAC will likely need to re-elect officers in May.

## **6. BUSINESS ITEMS**

**[22-0325](#)** Drainage Design and Erosion Control Manual Update Project Briefing

Ms. Clark provided a briefing on the City's update to the Drainage Design and Erosion Control Manual. The update is required by the Washington State Department of Ecology. UAC members asked some clarifying questions and then thanked Ms. Clark for the briefing.

**Information only. No action requested.**

**[22-0326](#)** Water System Plan Update Project Briefing

Ms. Clark provided the briefing. UAC members asked staff some questions and thanked staff for the information.

**Committee member Schneider moved, seconded by Committee member Krug, to support the City of Olympia Water System Plan update. The motion carried unanimously.**

**7. ADJOURNMENT**

Chair Stephenson adjourned the meeting at 7:08 pm.

**UPCOMING****NEXT MEETING:**

**Thursday, May 5, 2022 at 5:30 pm (virtually)**