



2023-2024 Work Plan

Utility Advisory
Committee
December 1, 2022



Committee Work Plan

The Utility Advisory Committee is expected to propose an annual work plan to the City Council for consideration early each year.

In developing the work plans, committees are to consider:

- City Council established or adopted goals and priorities, including the City's Comprehensive Plan, annual Council goals, master plans, budget, and so on.
- Resource availability - budget, staff support, committee member time.
- Departmental work priorities.
- Committee member knowledge, interest, and expertise. The work plans are formally reviewed and adopted by the City Council. The Council has asked that when the plans are transmitted, each be accompanied by a letter from:
 - The committee chair outlining the past year accomplishments and highlighting the top two proposed priorities;
 - The respective department director or staff liaison addressing resource availability to accomplish the work items and relationship of the proposed items to planned departmental activities for the year.



Committee Work Plan

During its review, the City Council may change or modify the committee's proposed work plan so that it reflects Council priorities, available resources, and emerging issues.

Work plans are reviewed by the Community Livability and Public Safety Committee in February and adopted by City Council in March.

The work plan serves as the basis for a committee's focus and effort during the following year, although the Council may, from time-to-time, refer other issues to the committee during the course of a year.

Additional work items that will require Council action cannot go into the work plan without Council's approval.



Non-Discretionary Items

- Waste ReSources Code Update OMC 13.12 May
- Comprehensive Plan (Utility and Environment Chapters) May/Feb
- Utilities - Quarterly Financial Update Quarterly
- Capital Facilities Plan August
- Utility Operating Budgets, Rates, and General Facility Charges Aug/Sept/Oct
- UAC Work Plan Development for 2024-2025 Dec/Feb/Mar
- NPDES Annual Report Mar



Discretionary Items

- Water Quality Report and EPA Lead and Copper Rule April
- Waste ReSources General Facilities Charges April
- Equity Index and Outreach Audience Analysis May
- Decision Making (DEI and Climate Frameworks, Asset Management, and CityWorks) June
- Wastewater rate discount for irrigation (Mr. Endler) August
- Storm & Surface Water Habitat Program Update November
- Cellular Antenna Leases on Water Tanks November



Discretionary Items (cont.)

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| • Sea Level Rise Update | November |
| • Recycling Program Update | December |
| • Climate Mitigation Update | December |
| • Street Sweeper Program | March |



Revisions

- Removed Waste ReSources Plan from April
- Added Drinking Water Director
- Spelling corrections



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