

City of Olympia  
DRAFT UAC 2023-2024 Work Plan

Month	Request/Description	Staff	Time Needed	UAC Action
Apr-23	Water Quality Report and EPA Lead and Copper Rule	Cheri Reimers	30 minutes	Review and provide feedback to staff
	Waste ReSources General Facilities Charges	Gary Franks & Ron Jones	20 minutes	Review and provide feedback to staff
	Discounted GFCs for Low-Income Housing	Water Resources/ Drinking Water Directors & Darian Lightfoot	20 minutes	Review and provide feedback to Council through recommendation
May-23	Equity Index and Outreach Audience Analysis	Susan McCleary	20 minutes	Review and provide feedback to staff
	Waste ReSources Code Update OMC 13.12	Gary Franks & Ron Jones	20 minutes	Review and provide feedback to Council through recommendation
	Comprehensive Plan (Utility and Environment Chapters). Will include the topics of Water Demand Population Forecasts with Climate Change	Susan Clark, Jesse Barham, Ron Jones	45 minutes	Review and provide feedback to staff
Jun-23	Decision Making (DEI and Climate Frameworks, Asset Management, and CityWorks)	Susan Clark & Marcus Goodman	60 minutes	Review and provide feedback to staff
	Rates/Affordability Metrics	Water Resources/ Drinking Water/Waste Resources Directors	20 minutes	Review and provide feedback to staff
	Utilities - Quarterly Financial Update	Gary Franks & Water Resources and Drinking Water Directors	5 minutes	Review and provide feedback to staff
<b>Optional meeting July 2023 - Utility Site Tour</b>				
Aug-23	Capital Facilities Plan	Susan Clark & Utility Engineers	30 minutes	Review and provide feedback to Council through rate recommendation in October
	Wastewater rate discount for irrigation (Mr. Endler)	Water Resources Director	20 minutes	Review and provide feedback to Council through rate recommendation in October
	Utility Operating Budgets, Rates, and General Facility Charges (initial drivers and trends)	Gary Franks & Water Resources and Drinking Water Directors	30 minutes	Review and provide feedback to staff
	Utility Operating Budgets, Capital Facility Plan, Rates, and General Facility Charges (continued)	Gary Franks & Water Resources and Drinking Water Directors	60 minutes	Review and provide feedback to staff

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Sep-23	LOTT Rates, Capacity Development Charges ands Cost of Service	LOTT Staff	15 minutes	Review and provide feedback to Council through rate recommendation in October
	Utilities - Quarterly Financial Update	Gary Franks & Water Resources and Drinking Water Directors	5 minutes	Review and provide feedback to staff
Oct-23	Utility Operating Budgets, Capital Facility Plan, Rates, and General Facility Charges (final)	Gary Franks & Water Resources and Drinking Water Directors	90 minutes	Review and provide feedback to Council through rate recommendation
Nov-23	Storm & Surface Water Habitat Program Update	Kym Foley	30 minutes	Review and provide feedback to staff
	Cellular Antenna Leases on Water Tanks	Susan Clark	30 minutes	Review and provide feedback to staff
	Climate Mitgation and Sea Level Rise Updates	Dr. Pamela Braff	25 minutes	Review and provide feedback to staff
Dec-23	UAC Work Plan Development for 2024-2025	Water Resources Director	30 minutes	Review and provide feedback to staff
	Recycling Program Update	Ron Jones & Gary Franks	30 minutes	Review and provide feedback to staff
	Utilities - Quarterly Financial Update	Gary Franks & Water Resources and Drinking Water Directors	5 minutes	Review and provide feedback to staff
<b>No meeting January 2024</b>				
Feb-24	Review Draft UAC Work Plan 2024-2025	Water Resources Director	45 minutes	Review and provide feedback to staff
	Comprehensive Plan (Utility and Environment Chapters)	Susan Clark & Jesse Barham	30 minutes	Review and provide feedback to Council through rate recommendation
Mar-24	NPDES Annual Report	Jeremy Graham	30 minutes	Review and provide feedback to staff
	Finalize UAC 2024-2025 Work Plan	Water Resources Director	30 minutes	Review and approve. Submit to Council's Community Livability and Public Safety Committee
	Street Sweeper Program	Susan Barclift	30 minutes	Review and provide feedback to staff

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	Utilities - Quarterly Financial Update	Gary Franks & Water Resources and Drinking Water Directors	5 minutes	Review and provide feedback to staff

Highlighted items will require a quorum to provide feedback/recommendation to City Council.

Utilities - Quarterly Financial Updates will be provided to the UAC

Staff will monitor WA State Utilities and Transportation Commission (UTC) actions. As needed, the UAC may provide the UTC with feedback.

Site visits of utility facilities or contracted operations may be arranged following applicable COVID-19 protocols. Appropriate public notice will be provided.