



Meeting Minutes

Utility Advisory Committee

City Hall
601 4th Avenue E
Olympia, WA 98501
Contact: Eric Christensen
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Thursday, September 3, 2020

5:30 PM

Online via Zoom

1. A. CALL TO ORDER

Chair Buffo called the meeting to order.

1.B. ROLL CALL

Present: 9 - Chair Mike Buffo, Vice Chair Cullen Stephenson, Committee member Dennis Bloom, Committee member Michael Bradley, Committee member Donald Krug, Committee member Kristin Lamson, Committee member Arland Schneider, Committee member Eleanor (Pat) Vernon and Committee member Roger Wilson

1.C. STAFF PRESENT

City Staff:
Water Resources Director/UAC Staff Liaison Eric Christensen
Waste ReSources Director Gary Franks

LOTT Staff:
Engineering Project Manager Matt Kennelly

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

[20-0678](#) Approval of August 6, 2020 UAC Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT - None

5. ANNOUNCEMENTS FROM UAC AND STAFF

Mr. Christensen provided the following updates:

Public Works operations crews continue to work at 100% capacity during the COVID-19 emergency. Office staff are teleworking from home.

Utility customer delinquencies are stable but still amount to approximately \$620,000. If necessary, the City plans to cash reserves to cover the shortfall.

Drinking Water revenues are down, but still exceed expenditures.

Staff are applying for grant funding to install seismic valves on the 36" diameter water transmission main that connects the McAllister Wellfield to the water distribution system.

Staff will bring the draft agreement with the Community Action Council (CAC) for administration of a charitable utility fund to the Council Finance Committee on September 16. This item was discussed and approved at the UAC's June 2020 meeting. The UAC provided a letter of recommendation for creation of the charitable fund.

6. BUSINESS ITEMS

[20-0675](#) LOTT Clean Water Alliance: Financial Planning Overview

Mr. Kennelly provided the briefing.

The information was provided.

[20-0676](#) 2021 Preliminary Utility Rates and Operating Budgets

Mr. Christensen and Mr. Franks provided the briefing on the preliminary utility rates and budget for 2021.

The UAC will draft a recommendation letter to the City Council after staff's final briefing October 1, 2020 UAC meeting.

7. ADJOURN

Chair Buffo adjourned the meeting at 7:59 p.m.