



# Meeting Minutes

## Utility Advisory Committee

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Eric Christensen  
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**Thursday, August 6, 2020**

**5:30 PM**

**Online Via Zoom**

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**1. CALL TO ORDER**

Chair Buffo called the meeting to order.

**1.A 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.B. STAFF PRESENT**

Water Resources Director/UAC Staff Liaison Eric Christensen  
Waste ReSources Director Gary Franks  
Water Resources Engineering and Planning Supervisor Susan Clark  
GIS Specialist Kira Holmlund-Nelson

**2. APPROVAL OF AGENDA**

The agenda was approved.

**3. APPROVAL OF MINUTES**

[20-0588](#) Approval of June 4, 2020 UAC Meeting Minutes

The minutes were approved.

**4. 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.

A new section in the Storm and Surface Water Utility was created called Vegetation & Habitat Management. The new section is managed by Joe Roush.

Status of other vacancies and recruitments in Water Resources.

Staff will bring the draft agreement with the Community Action Council (CAC) to the Council Finance Committee on September 16. This item was discussed and approved at the UAC's June 2020 meeting.

The LOTT Clean Water Alliance Board will meet on August 12 to discuss and recommend a 3% rate increase for wastewater treatment fees for 2021. LOTT staff will attend the September 3 UAC meeting to present the LOTT biennial financial overview.

The Washington State Utilities and Transportation Commission (UTC) approved a 1.7% rate increase for electricity. Mr. Christensen noted he would keep the UAC informed of any natural gas or electric rate changes, since these rate increases affect Olympia citizens.

## **5. BUSINESS ITEMS**

### [20-0589](#) Stormwater Rate Structure Project Update

Ms. Clark provided the briefing. The City of Olympia hired a financial consultant to analyze the current Storm and Surface Water utility rate structure. Staff briefed the UAC on the preliminary rate concept for storm and surface water for residential and commercial accounts.

UAC members asked clarifying questions. The UAC will review the storm and surface water rate structure again in September and will include a recommendation in October in their letter to the City Council.

**The information was provided.**

### [20-0590](#) Utilities Financial Updates

Mr. Christensen and Mr. Franks provided a briefing on the City finances for Drinking Water, Storm and Surface Water, Wastewater and Waste ReSources.

Committee member Wilson requested information on current cash reserves. Staff will provide this information and bring 2021 utility budget and rate information to the UAC's September 3 meeting.

**The information was provided.**

## **6. ADJOURN**

Chair Buffo adjourned the meeting.