



Meeting Minutes

Utility Advisory Committee

City Hall
601 4th Avenue E
Olympia, WA 98501
Contact: Eric Christensen
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Thursday, June 2, 2022

5:30 PM

Virtually

Register to attend:

https://us02web.zoom.us/webinar/register/WN_Y0IT9bfYTxWRgDWUgTABfQ

1. CALL TO ORDER

Chair Bloom called the meeting to order.

1.A ROLL CALL

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

Absent: 1 - Committee member Arland Schneider

1.B. STAFF PRESENT

Water Resources Director/Staff Liaison Eric Christensen
Waste ReSources Director Gary Franks
Engineering and Planning Supervisor Susan Clark
Associate Planner Kym Foley
Program Assistant Lindsay Marquez

2. APPROVAL OF AGENDA (5:35 - 5:40 pm)

The agenda was approved.

3. APPROVAL OF MINUTES (5:40 - 5:45 pm)

[22-0532](#) Approval of May 5, 2022 UAC Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT - None

5. ANNOUNCEMENTS FROM UAC AND STAFF (6:00 - 6:15 pm)

Mr. Christensen provided the following updates:

City Operations

COVID-19 has had little impact on City operations. Staff have had a few exposures, but no positive cases.

New Finance Software

The City is in the process of implementing a new finance software program that is scheduled to go live in January 2023. It is nothing too concerning, but the process has taxed Information Services, Human Resources and particularly Finance staff resources.

OlyFinance

A few times in the past, staff have shared a link to the City's OlyFINANCE webpage where to access utility revenue and expenditures information. The City is proposing to discontinue the website with the new software. Staff asked if UAC members are using the website and if so, how often? Chair Bloom indicated he has used the program but had no concerns with the discontinuation.

In-person Meetings

With a few conditions, City management is permitting citizen advisory committees to meet in person moving forward. Meetings must be all in-person or all in Zoom. The decision to go all in-person will need to be unanimous. This means the UAC will need to agree to meeting in person or the meetings will continue to be held remotely. The decision would pertain to the August 4, 2022 UAC meeting.

Following this meeting, staff will send an anonymous survey to determine preference. If meeting in person masks can be encouraged but not mandated unless a new Governor's order is issued again.

Five Things

UAC members provided suggestions/ideas for the upcoming utility bill publication of *Five Things*.

Jolt News

Jolt News, a local online newspaper, covered the May UAC meeting

TRPC Survey

Chair Bloom announced the Thurston Regional Planning Commission (TRPC) has an online survey to obtain the community's feedback on the Martin Way corridor long-range plan.

Waste ReSources Update

Mr. Franks discussed current staffing shortages due to illness and injuries. Waste ReSources is reviewing staffing needs.

6. BUSINESS ITEMS

[22-0533](#) Status Update on the Stormwater Management Action Plan Basin
Prioritization Project

Ms. Foley provided the briefing. Committee members asked clarifying questions and had a discussion with staff.

Mr. Christensen will email UAC members the *Draft Budd Inlet TMDL Allocations* which is handled by the Environmental Protection Agency (EPA). Ms. Foley will also email a survey. It will be an opportunity for the UAC to provide input toward the prioritization process that will result in the selection of a basin or basins for further action planning.

The UAC thanked staff for the briefing.

The information was provided.

[22-0534](#) Drainage Design and Erosion Control Manual Update Project Briefing

Ms. Clark provided the briefing. Discussion followed and Committee members asked clarifying questions.

Staff is commencing a stakeholder review process; expected to be ready mid-summer 2022. Staff will request a letter of support from the UAC. Staff will provide the UAC's letter with the City Council's upcoming review and approval of the Drainage Design and Erosion Control Manual. The update of the manual is a requirement of the Washington State Department of Ecology.

The UAC thanked staff for the briefing.

The information was provided.

[22-0535](#) Utilities - Quarterly Financial Updates

Staff provided a briefing on current finances for the City's utilities of Waste ReSources, Drinking Water, Storm and Surface Water and Wastewater.

The information was provided.

7. ADJOURNMENT

Chair Bloom adjourned the meeting at 7:01 p.m.