



Utility Advisory Committee

Development of Utility Advisory Committee Work Plan

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Title

Development of Utility Advisory Committee Work Plan

Recommended Action

Begin developing the UAC Draft Work Plan for 2020-2021

Staff Contact:

Eric Christensen, Water Resources Director, 360.570.3741

Background and Analysis:

Work Plan Development

City advisory committees review and forward their recommended work plan items to the City's General Government committee each year. Advisory committee work plans cover the upcoming April 2020 to March 2021 time period. Utility staff and Utility Advisory Committee (UAC) members develop the draft UAC work plan with input from the Finance Committee, which is the UAC's liaison committee.

Utility staff drafted the attached UAC work plan that includes items that go before the UAC every year including, utility rates, budget, Capital Facilities Plan and other regulatory items. UAC members can use the attached work plan request form to suggest additional topics for UAC consideration. Staff will incorporate any revisions to work plan for review at the February 6, 2020 UAC meeting. After UAC approval of the work plan in February, Staff will forward it to the General Government Committee, with Council adoption in March 2020.

Review Applications

The UAC will have three vacancies in 2020. The General Government Committee tasks the UAC with reviewing applications for potential members of the UAC. The UAC delegates the review to the UAC Chair and Vice-Chair. Review will occur during January 2020, with a motion needed at the February 6, 2020 UAC meeting to forward at least four potential candidates to the General Government Committee for subsequent interviews.

Officer Elections

Additionally, the UAC needs to elect a Chair and Vice-Chair to take effect April 1, 2020.

Nominations can be discussed at the February meeting, with officer elections occurring no later than the March 6, 2020 UAC meeting. The current Chair and Vice-Chair are Mike Buffo and Luke Bowerman, respectively. Note that Vice-Chair Bowerman's UAC term expires at the end of March 2020 and he is not requesting re-appointment.

Attachments:

Draft 2020-2021 UAC Work Plan
Work Plan Request Form