



Utility Advisory Committee

Development of Utility Advisory Committee Work Plan

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Title

Development of Utility Advisory Committee Work Plan

Recommended Action

Continue developing the UAC Draft Work Plan for 2023-2024

Report

Issue:

Whether to authorize staff to proceed with finalization of the work plan.

Staff Contact:

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Presenter:

Jesse Barham

Background and Analysis:

Work Plan Development

The Utility Advisory Committee is expected to propose an annual work plan to the City's Community Livability and Public Safety Committee (CLIPS) and then to the City Council adoption in March. Advisory committee work plans cover the upcoming April 2023 to March 2024 year. 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. In developing the work plans, committees are to consider:

- City Council established or adopted goals and priorities, including the City's Comprehensive Plan, annual Council goals, master plans, budgets, and so on.
- Resource availability - budget, staff support, committee member time.
- Departmental work priorities.
- During its review, the City Council may change or modify the committee's proposed work plan so that it reflects Council priorities, available resources and emerging issues.
- The work plan serves as the basis for a committee's focus and effort during the following year, although the Council may, from time-to-time, refer other issues to the committee during the year.

Utility staff drafted the attached UAC work plan, with feedback from UAC members at the December 2022 meeting. The work plan includes items that go before the UAC every year including, utility rates, budget, the Capital Facilities Plan, other regulatory items.. Staff will incorporate any revisions to the work plan for further review with UAC on March 2, 2022. After UAC approval of the work plan, Staff will forward it to the Community Livability and Public Safety Committee, with Council adoption on March 21, 2023.

Climate Analysis:

The UAC work plan development does not have any direct impact on climate mitigation. Topics that may impact climate emissions and/or are related to climate mitigation and adaptation may be included in the workplan.

Equity Analysis:

Workplan development has the potential to include agenda items relevant to equity, burden on marginalized communities, and address disparities in the Olympia community.

Options:

Continue to refine the 2023-2024 workplan for approval at the March 2, 2023 UAC meeting.

Attachments:

Draft 2023-2024 UAC Work Plan as of **DATE**