



Meeting Agenda

Utility Advisory Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Gary Franks
360.753.8164

Thursday, March 5, 2026

5:30 PM

City Hall, Room 207

PLEASE NOTE: Actual beginning and start times for a specific agenda item may vary. The times listed below are estimates only.

1.A. CALL TO ORDER (5:30 – 5:35 pm)

1.B. ROLL CALL

1.C. STAFF PRESENT

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

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

[26-0161](#) Approval of February 5, 2026 UAC Meeting Minutes

Attachments: [Draft UAC Meeting Minutes 02-05-2026](#)

4. PUBLIC COMMENT

Note: Fifteen-minute time limit varies depending on the number of public in attendance/speaking. Individual comments are limited to two (2) minutes or less.

During this portion of the meeting, community members may address the Advisory Committee regarding items related to City business, including items on the Agenda. In order for the Committee to comply with Public Disclosure Law for political campaigns, speakers will not be permitted to make public comments before the Committee where the speaker promotes or opposes a candidate for public office or a ballot measure.

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

6. BUSINESS ITEMS

[26-0162](#) Regional Stormwater Roadway Retrofit Study

Kym Foley – Water Resources, Public Works Department and Staff from Thurston Regional Planning Council (6:15 - 7:00 pm)

[26-0163](#) Finalize 2026-2027 UAC Work Plan

Attachments: [DRAFT 2026 - 2027 UAC Work Plan March2026](#)

Gary Franks – Water Resources, Public Works Department (7:00 - 7:20 pm)

7. ADJOURNMENT

Upcoming

Next UAC meeting: April 2, 2026 - City Hall, Room 207

Business Item: Consultant Financial Rate Study Scope of Work (wet utilities)

Accommodations

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources. If you require accommodation for your attendance at the City Advisory Committee meeting, please contact the Advisory Committee staff liaison (contact number in the upper right corner of the agenda) at least 48 hours in advance of the meeting. For hearing impaired, please contact us by dialing the Washington State Relay Service at 7-1-1 or 1.800.833.6384.



Meeting Minutes - Draft

Utility Advisory Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Gary Franks
360.753.8164

Thursday, February 5, 2026

5:30 PM

City Hall, Room 207

1.A. CALL TO ORDER

Chair Kover called the meeting to order.

1.B. ROLL CALL

Present: 8 - Chair Kristin Lamson, Vice Chair Melissa Kover, Committee member Dennis Bloom, Committee member Dani Clark, Committee member Ben Gossett, Committee member Scott Hancock, Committee member Donald Krug and Committee member Kathryn Walton-Elliott

1.C. STAFF PRESENT

Drinking Water Utility Director Mike Vessey
Interim Waste ReSources Director Ron Jones
Administrative Specialist Lindsay Walker

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

[26-0096](#) Approval of November 6, 2025 UAC Meeting Minutes

The minutes were approved as amended. There was a typo in the Announcements section; a "t" missing in the word "art".

4. PUBLIC COMMENT - No public comment

5. ANNOUNCEMENTS FROM UAC AND STAFF

Chair Kover thanked staff for the Pioneer Recycling Facility tour in November 2025. She recommended the tour to UAC members if one is offered this year.

Director Vessey filled in as UAC Staff Liaison. He provided the following updates:

Reminder that UAC members no longer have City email addresses; the City converted to personal email address as of January 1, 2026 for all advisory committee members.

Update on the City's advisory body recruitment - The UAC has one vacancy. Chair Kover and Vice Chair Gossett reviewed four applications. Community Livability and Public Safety (CLPS) will interview candidates the first week of March. Chair Kover will attend the interviews. The new member will be appointed by the April UAC meeting.

Tribal Acknowledgement is not necessary on City Council or other advisory body agendas. The UAC requested more clarification on this regarding when it would be appropriate to use the acknowledgment.

The April UAC meeting will be the first Thursday, April 2nd, not the second Thursday as typically done in the past in order not to conflict with spring break for the local school districts.

Several UAC meetings this year (May, September, October and November) will be held at the City's Maintenance Center due to room scheduling conflicts at City Hall. Staff will properly notice the meeting location to the public for those meetings.

Committee member stipend forms due March 31st.

6. BUSINESS ITEMS

[26-0097](#) Draft 2026 - 2027 UAC Work Plan Review

Staff and UAC members discussed the draft 2026-2027 UAC work plan. It includes items that come before the UAC every year, such as utility budgets, rates and the Capital Facilities Plan (CFP). UAC members suggested the following as potential items to add to the work plan:

- Climate change/Sea Level Rise update
- Financial Rate Study scope and overview (wet utilities)
- Flood - Discuss lessons learned for the City with the flooding in other areas of Washington last fall.
- PFAS (Per- and polyfluoroalkyl substances) and other contaminants of emerging concern for drinking water
- Utility tours

The UAC will review and approve a final draft of the 2026-2027 Work Plan at the March 5, 2026 UAC meeting.

7. ADJOURNMENT

Chair Kover adjourned the meeting at 6:11 pm



Utility Advisory Committee

Regional Stormwater Roadway Retrofit Study

Agenda Date: 3/5/2026
Agenda Item Number:
File Number:26-0162

Type: information **Version:** 1 **Status:** In Committee

Title

Regional Stormwater Roadway Retrofit Study

Recommended Action

Briefing Only

Report

Issue:

Receive a briefing from the Thurston Regional Planning Council on the Stormwater Roadway Retrofit Study and geospatial stormwater management prioritization tool.

Staff Contact:

Kym Foley, Senior Environmental Planner, Public Works Water Resources, 360.570.3957

Presenters:

Paul Brewster, Senior Planner, Thurston Regional Planning Council

Kym Foley, Senior Environmental Planner

Background and Analysis:

The Thurston Regional Planning Council is collaborating with stormwater staff from the Cities of Olympia, Lacey, Tumwater, and Thurston County to develop a county-wide stormwater management planning and prioritization tool. The final product will synthesize geospatial data into a comprehensive but user-friendly mapping platform that analyzes pollutant loading from roadways, land use and feasibility considerations, and ecological priority of receiving waters.

The goal of this project is to better prepare local jurisdictions in the South Puget Sound region for planning and prioritizing impactful, cost-effective roadway and regional stormwater treatment projects. The prioritization framework resulting from this project will use existing data that can be updated over time to help regional stormwater staff identify roadway pollution hotspots, ensure projects are integrated with local salmon and ecosystem recovery priorities, and develop future treatment projects to minimize the amount of harmful toxins that enter the waters of Puget Sound in the near and long term. In addition, the project will allow jurisdictions to reflect on how retrofits are handled in existing permitting and development processes, and identify potential areas for improvement that will better achieve a range of community and environmental benefits. Stormwater runoff does not adhere to local jurisdictional boundaries, therefore taking a watershed-based regional

approach allows for broader collaboration and prioritization to implement solutions in the highest priority areas.

Climate Analysis:

This geospatial prioritization model will look at land use and available space where opportunity exists to build green stormwater infrastructure. This includes water quality and flood control mechanisms like bioswales, rain gardens, engineered wetlands, and street trees. When strategically located in the right of way, green infrastructure functions to not only slow and filter roadway runoff, but also cool water temperatures and provide shade in otherwise urban environments. Increasing research shows a correlation between green stormwater infrastructure and the reduction of urban heat islands, and Utility staff intend to use the Stormwater Roadway Prioritization Tool to identify locations to optimize these climate-related outcomes.

Equity Analysis:

While the stormwater management prioritization model itself does not incorporate an equity parameter, a primary intent of the tool is to increase the Storm and Surface Water Utility's service equity and environmental justice outcomes. A data-driven model that analyzes existing land use, transportation, and environmental conditions will help the Utility make more equitable decisions regarding where to invest limited resources. Historically, many public utilities throughout the country relied heavily on calls from the public to identify needs and opportunities - these calls typically come from well-resourced community members with the capacity and know-how to engage with the system. The prioritization model is one of several objective tools the Utility may use in tandem to ensure investments in water quality, flood control, and green stormwater infrastructure are serving the City equitably.

Financial Impact:

This project was funded in full by a National Estuary Program grant, allocated by the Puget Sound Partnership and WA Department of Ecology. The Thurston Regional Planning Council is the grant administrator. Enhancing the Utility's prioritization toolkit is expected to optimize how we identify and plan for impactful, cost effective capital projects. The use of data-driven technology will allow the Utility to reallocate staff time and resources to address other, growing requirements of the NPDES Stormwater Permit. Further discussion will address future web or data hosting of the tool kit, and cost-effective options are being considered by the City's IT team and project partners.

Attachments:

N/A



Utility Advisory Committee

Finalize 2026-2027 UAC Work Plan

Agenda Date: 3/5/2026
Agenda Item Number:
File Number:26-0163

Type: decision **Version:** 1 **Status:** In Committee

Title

Finalize 2026-2027 UAC Work Plan

Recommended Action

Review and finalize the 2026-2027 UAC Work Plan and forward to the Community Livability and Public Safety Committee.

Report

Issue:

Whether to approve the final UAC work plan for the period covering April 2026 - March 2027.

Staff Contact:

Gary Franks, Public Works Water Resources Director, 360.753.8780

Mike Vessey, Public Works Drinking Water Utility Director, 360.753.8318

Ron Jones, Interim Public Works Waste ReSources Director, 360.753.8509

Presenter:

Gary Franks

Background and Analysis:

The UAC reviewed a draft 2026-2027 Work Plan at the February 5, 2026 meeting. After discussion and feedback at the meeting, staff re-drafted the Work Plan, which is attached. The UAC will review and finalize the 2026-2027 UAC Work Plan at the March 5th meeting. Staff will then forward it to the Community Livability and Public Safety Council Committee and then to the City Council with adoption in late March.

Climate Analysis:

The UAC Work Plan supports discussion of utility planning and infrastructure investments that can influence long-term climate resilience, including stormwater management, capital facilities planning, and utility operations and rates. While the Work Plan itself does not result in direct climate impacts, the UAC review supports informed consideration of climate-related risks and regulatory requirements.

Equity Analysis:

The UAC Work Plan focuses on the review of utility programs, rates, and capital planning. The UAC and its Work Plan supports equitable outcomes by promoting transparency, public accountability,

and consideration of impacts to all utility customers, including historically underserved communities, through informed review and discussion.

Neighborhood/Community Interests (if known):

[List relevant neighborhood and/or community concerns, if known. If public/neighborhood comments were received or if we did surveys or other direct outreach, list a summary of the information in this section. Type N/A if not applicable.]

Attachment:

Final Draft 2026 - 2027 UAC Work Plan

City of Olympia
DRAFT 2026-2027 Utility Advisory Committee (UAC) Work Plan

NOTE: Meetings are first Thursday of the month.

Month	Request/Description	Staff	Time Needed	UAC Action
April 2026	Consultant Financial Rate Study Scope of Work (wet utilities)	Susan Clark	30 minutes	Briefing
May 2026	Climate Change/Sea Level Rise Update	Pamela/Natalie	30 minutes	Briefing
	Tour of City Maintenance Center	PW Staff	45 minutes	None
June 2026	Financial Rate Study Update (wet utilities)	Consultant/Susan Clark	45 minutes	Briefing
	LOTT - State of Utility	Matt Kennelly/Justin Long	30 Minutes	Briefing
No Meetings July and August				
September 2026	Preliminary Discussion on 2027 Utility Operating Budgets, Rates, and General Facility Charges	Utility Directors	45 minutes	Briefing
	Capital Facilities Plan	Susan Clark/Mike Vessey	45 minutes	Briefing
October 2026	Drainage Manual Update	James Patton	30 Minutes	Briefing
	2027 Utility Operating Budgets, Capital Facility Plan, Rates, and General Facility Charges	Utility Directors	60 minutes	Review and provide feedback to Council in budget/rate letter
November 2026	NPDES Reporting & SMAP	Susan McCleary & Kym Foley	45 minutes	Briefing
	Urban Forestry Management Plan Update	Kym Foley/Leanne Wells	20 Minutes	Briefing
	UAC Officer Elections	UAC Liaison	15 minutes	Motion to elect officers
No Meetings December and January				
February 2027	Drainage Manual	James Patton	45 minutes	Recommendation
	Initial Discussion on UAC Work Plan 2027-2028	UAC Liaison	40 minutes	Review and provide feedback to staff
March 2027	Financial Rate Study Update (wet utilities)	Consultant/Susan Clark	30 Minutes	Briefing
	Finalize UAC 2027-2028 Work Plan	UAC Liaison	20 minutes	Review and approve. Submit to Council's Community Livability and Public Safety Committee

Items to be covered during Announcements (as updates are available)

PFAS (Per-and polyfluoroalkyl substances) and other contaminants of emerging concern for drinking water