

City of Olympia
Utility Advisory Committee Summary Meeting Minutes
Thursday, August 6, 2009
5:30 p.m. to 8:20 p.m.

A. Meeting began at 5:46 p.m.

1. *Roll Call*

Members Present: Mary Groebner, Dick Allen, Deborah Pinsonneault, Carol Law, Michael Young, and Lana Hamilton

Members Absent: Emily Lardner, Karen Rogers, Dean Mason

Staff Present: Fran Eide, Kin Tam, Eric Christensen, Tim Richardson, Ron Jones, Craig Tosomeen, Andrea Sanchez-Turner, and Jay Burney

2. *Approval of Meeting Minutes*

- Approved the July 2, 2009, summary meeting minutes.

3. *Acceptance of Agenda*

- Approved the August 6, 2009, agenda.

B. Comments from the Public in Attendance

No public in attendance.

C. Information Sharing

1. *Announcements from Members and Staff*

- Jay reminded UAC members the September UAC meeting is on September 17, at the City of Olympia Associates Building conference room. This change in meeting date came about last year when UAC thought it better to review the Operating Budget closer to the meeting where they review customer rates. Andrea will include directions to the Associates Building in next month's packets.
- Jay announced that Andrea will send out UAC 2010 Work Plan Forms next week. Completed forms need to be back to Andrea by Friday, September 25, 2009.
- Carol is out of town all of September and won't be at the September 17 meeting.
- Mary attended the July 21, 2009, City Council meeting for Rich Hoey's UAC Recognition item and for approval of the *Water System Plan*.
- Mary announced that Tim Rogers resigned from the UAC. He is unable to continue to serve because of time constraints. The UAC will greatly miss Tim's insight and support.
- Mary and Emily have a meeting scheduled with Jay on August 18, 2009, to discuss UAC recruitment and how to attract new members. If any member has ideas or suggestions in this area, please send them to Andrea. Also, if you have the name of someone who may be interested in serving on the UAC, please send it to Andrea. Staff will check on anyone who was on a waiting list last year for UAC.
- Rich continues to work on scheduling the UAC requested tour of McAllister Springs.
- Ron provided a brief update on the City's Organics Program.
 - He continues to work with complexes concerning multi-family recycling. He attended two complexes' events during the National Night Out for Crime earlier in the week.

- The goal for Organics was to have 7,000 customers by the end of the year. Currently, Organics is at 6,812, well on their way to achieving their 7,000 goal.
- Organics is coming out with a video on how to address odor concerns expressed by customers. The video will be available on the City's website.
- Organics also conducted a telephone survey of approximately 400 subscribers and approximately 350 non-subscribers. According to survey results:
 - Overall awareness of the Organics Program is great, however, age is a big factor on whether people subscribe or not.
 - Backyard composting is affecting the Organics Program.
 - Odors and Sanitation are big concerns.
 - For those surveyed that are not current subscribers, they are not likely to subscribe within the next few months.
 - Approximately 50 percent of subscribers are not putting food scrapes in their yard-waste carts.

If any UAC member would like a copy of the survey results, please contact Andrea and/or Ron.

2. *Planning Commission Update*

- The Planning Commission held a public hearing on development review timelines. There is concern about possible litigation if the timeline is too long for permitting. The objective was to make the process run more smoothly. The Commission voted unanimously to approve the new timelines. They also received a briefing on barriers to development and there will be a public hearing on this issue in September.

D. Business of the Evening

1. *Capital Facilities Plan (CFP) Review*

- Fran did brief introductions of the staff present to assist with questions/concerns on this topic.
- There are fewer projects in the CFP this year as a result of the economy and an effort to keep rates low, however, the CFP is still in compliance with our *Master Plans* and the City Comprehensive Plan
- Kin reviewed the map provided in this month's UAC packets of where the projects are located throughout the City, including Transportation projects.
- Eric provided an update concerning the Kaiser/Harrison sewer project, taking advantage of the Harrison Road improvement transportation project. Staff has the opportunity to do the sewer before installation of the pavement. Staff expanded the scope of this project some distance, and this will add approximately \$7,000 to this project.
- Another project UAC will get an update on in the future is the Yelm Highway project. It looks like the allocated funds will fall substantially short. Estimates indicate it may be as much as \$2 million. So far we are okay with the rates, however, staff needs to review the amount allocated. Council will look at this. The City is doing this project in conjunction with a Thurston County roadway improvement project. Olympia needs to install the pipe and infrastructure before Thurston County paves. If we do it later it may cost twice as much and we would end up tearing up the road twice.
- Craig provided an update on the Yaeger Park extension project. The utility applied for a stimulus grant/loan for this project from Ecology and EPA. We received an award for

\$3.67 million. The CFP needs to incorporate these monies. We are currently negotiating the agreement with Ecology. When this is complete, staff will request a revision of the CFP. The package offered is 50 percent grant money and 50 percent low interest loan money. As a result of this money, we are now incorporating a lot of green technology and low impact development.

- The track-changes provided in the CFP documents are to ensure UAC sees the changes made from the prior year. UAC thought staff should continue providing track-changes in the documents.
- There was a discussion concerning the different Drinking Water Levels of Service (I, II, and III). Level I – Maintaining the current system, Level II – Beyond system maintenance, looks into regulatory needs and things needed for future water quality, and Level III – Concerns sustainability and managing the overall resource.
- Included in the CFP packet to UAC was a Project Status Report, an ongoing summary of projects under construction (or are in some way active) with comments from the project managers. Does UAC want to continue to get this list next year? UAC wanted staff to continued providing this.
- CFP schedule:
 - A version of balanced CFP presented to Council – July 14
 - UAC Review – August 6
 - Planning Commission Public Hearing – August 17
 - CFP to City Council – October 13
 - Adoption – October 20
- UAC members would like more time next year to review the CFP (two weekends for review rather than one weekend). Staff will work on getting packets out earlier next year in draft version.
- UAC suggested staff take them out on a tour of some of the major projects next year, so they have a clearer understanding of them and how staff sets project priorities.
- Mary will write a letter of recommendation to the Planning Commission acknowledging the verbal updates provided at this meeting, reiterating the recommendations UAC set forth in their letter in support of the *Water System Plan*, acknowledging the coordinated efforts of staff with other jurisdictions (e.g. the Yelm project), and staff seeking out additional funds (e.g. the money from the EPA on the Yauger Park project) to include additional improvements.

Meeting adjourned at 6:43 p.m.