



**MINUTES**  
**UTILITY ADVISORY COMMITTEE REGULAR MEETING**  
**Tuesday, September 10, 2024**  
**Richland City Hall ~ Council Chamber**  
**625 Swift Boulevard**

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**Utility Advisory Committee Regular Meeting – 3:00 p.m.**

Vice-Chair Porter called the meeting to order at 3:06 p.m.

**Attendance:** Vice-Chair Daniel Porter, Committee Members Monica Hofstetter, Bill Richmond, and Harry Staven were present. Also present were Staff Liaison and Energy Services Director Whitney, Chief Tom Huntington, Public Works Director Carlo D’Alessandro, Finance Director Brandon Allen, Council Liaison and Councilmember Ryan Whitten, and Administrative Assistant Il Arturo Mata.

**Absent members:** Chair David Larkin, Charles Lo Presti, Ricky Hyson

**Approval of Agenda**

**MEMBER STAVEN MOVED AND MEMBER RICHMOND SECONDED THE MOTION TO APPROVE THE AGENDA AS PUBLISHED. THE MOTION CARRIED 4-0.**

**Minutes**

1. Approval of the July 09, 2024 Utility Advisory Committee Regular Meeting Minutes.

**MEMBER STAVEN MOVED AND MEMBER RICHMOND SECONDED THE MOTION TO APPROVE THE JULY 09, 2024 MEETING MINUTES. THE MOTION CARRIED 4-0.**

**Public Comments**

None.

**Items of Business**

2. Status of Each City Utility

Director D’Allesandro provided status updates for departments within Public Works. He provided updates for current projects in Water, Wastewater, and Landfill. Director D’Alessandro also mentioned Public Works is currently working on budgets and CIP projects for 2025. Director D’Alessandro answered member questions.

Chief Huntington provided status updates for Fire and Emergency Services. He mentioned there will be a ribbon cutting event for the Grand Opening of Station 76. Chief Huntington also provided an update for ambulance and fire call volumes. There were no member questions.

Director Whitney provided status updates for Energy Services. He went over CIP, AMI project update, staffing and other financials. Director Whitney answered member questions.

### 3. Proposed Low Income Program Presentation

Director Allen presented the Proposed Low-Income Program. He also provided the reason for the proposed changes and went into detail of the program structure. The proposed Low-Income Program will be submitted for Council's consideration during the next Council Meeting. Director Allen asked the UAC to support the program. Director Allen answered member questions.

**UAC MEMBERS SUPPORT THE CONCEPT OF THE PROPOSED LOW-INCOME PROGRAM. THE MOTION CARRIED 4-0.**

### 4. Budget Discussion

Director Allen went over the budget structure for Energy Services and explained budgeting is done at the fund level. Director Allen answered member questions, and feedback was provided.

### 5. 2025 Medical Utility Rate Setting Recommendations

Chief Huntington presented the 2025 Medical Utility Rate Setting Recommendations. He explained the reason for the increase in monthly household ambulance utility fee, mileage and transportation fees. Fire and Emergency Services will present the 2025 Medical Utility Rate Setting Recommendations to Council before the end of 2024. Chief Huntington asked the UAC to support the recommendations. Chief Huntington answered member questions.

**MEMBER STAVEN MOVED AND MEMBER HOFSTETTER SECONDED THE MOTION TO SUPPORT THE 2025 MEDICAL UTILITY RATE SETTING RECOMMENDATIONS. THE MOTION CARRIED 3-0, 1 abstained.**

### 6. Electric Utility Wildfire Mitigation Plan

Director Whitney went over the reason the Electric Utility Wildfire Mitigation Plan was created. He went over current fire mitigation practices and asked the UAC to support the Electric Utility Wildfire Mitigation Plan. Director Whitney answered member questions.

**MEMBER STAVEN MOVED AND MEMBER HOFSTETTER SECONDED THE MOTION TO SUPPORT THE ELECTRIC UTILITY WILDFIRE MITIGATION PLAN. THE MOTION CARRIED 4-0.**

### 7. 2023 Fuel Mix Report

Director Whitney provided a description of what the fuel mix is and how it is calculated. The 2023 Fuel Mix is expected to be like the reported 2022 Fuel Mix. The attached 2020-2022 Fuel Mix Report was referenced for additional information. Director Whitney answered member questions.

## Unfinished Business

None.

### Other Informational Items

- Next Steps for Utilizing AMI Data – November 2024
- Ambulance Mileage – November 2024
- Resource Adequacy – November 2024
- Electric Rates Review with Presentation by FCS – September 2025
- Energy Northwest, SMR updates
- Atlas Agro Updates
- BPA Updates

The following informational handouts were provided to Members:

- Low-Income Proposal
- 2025 Medical [Ambulance] Utility Rate Setting Presentation
- 2024 Richland Energy Services Wildfire Mitigation Plan
- 2020-2022 RES Fuel Mix
- 2Q24 Energy Services Financial Statement
- Final FY 2024 BPA Power Reserve Distribution Credit Estimates by PF Customer

### Adjournment

Vice-Chair Porter adjourned the meeting at 4:54 pm.

Prepared by: Arturo Mata  
Arturo Mata, Administrative Assistant II

Reviewed by: Clint Whitney  
Clint Whitney, Energy Services Director

Approved by: David Larkin  
David Larkin, Chair

DATE APPROVED: December 5, 2024

DATE PUBLISHED: December 6, 2024