



MINUTES
UTILITY ADVISORY COMMITTEE REGULAR MEETING
Tuesday, September 09, 2025
Richland City Hall ~ Council Chambers
625 Swift Boulevard

Utility Advisory Committee Regular Meeting - 3:00 p.m.

Chair Porter called the meeting to order at 3:00 p.m.

Welcome and Roll Call

Attendance:	Chair Porter	Present
	Vice-Chair Staven	Present
	Member Hofstetter	Present
	Member Hyson	Absent
	Member Wallin	Present
	Member Larkin	Absent
	Member Richmond	Present

Also present were Council Liaison Whitten, Staff Liaison and Energy Services Director Whitney, Deputy Chief Aust, Chief Huntington, Customer Service Experience Manager Irma Bottineau, Water Quality Coordinator Devin Desparte, Ted Light – Lighthouse Energy Consulting, Angela Long – Rock Cress Consulting (via Zoom), Sophia Spencer – Nauvoo Solutions (via Zoom), and Administrative Assistant I Guzman

Approval of Agenda

VICE-CHAIR STAVEN MOVED AND MEMBER HOFSTETTER SECONDED THE MOTION TO APPROVE THE AGENDA AS PUBLISHED. THE MOTION CARRIED 5-0.

Minutes

1. Approval of the July 08, 2025 Utility Advisory Committee Regular Meeting Minutes

VICE CHAIR STAVEN MOVED AND MEMBER HOFSTETTER SECONDED THE MOTION TO APPROVE THE JULY 08, 2025 MEETING MINUTES. THE MOTION CARRIED 5-0.

Public Comments

None.

Items of Business

2. Status of Each City Utility

Public Works

Water Quality Coordinator Desparte provided updates for departments within Public Works in place of Public Works Director D'Alessandro. He provided updates for recently completed and current projects in Water, Wastewater, and Landfill. Updates for Public Works included booster bumps, the downtown loop project and the landfill expansion project. Member questions were answered.

Fire & EMS

Chief Huntington provided updates for Fire & EMS. He provided updates about 2026 Medical Utility Rate setting and introduced the next Chief of Fire and EMS will be Deputy Fire Chief Randy Aust.

Energy Services

Energy Service Director Whitney provided status updates for Richland Energy Services (RES) projects. Updates for RES included the upcoming launch of the customer portal MyMeter, progress on the outage application and the transition to a new after-hours service provider. Member questions were answered.

3. Recommendation to Revise RMC 3.23.010 Deposit for Utility Services

Customer Service Experience Manager, Irma Bottineau presented revising RMC 3.26.010 Deposit for Utility Services to a flat-rate deposit model as opposed to the current average-based model. She requested support from UAC members to revise RMC 3.26.010 Deposit for Utility Services to a flat-rate model. Member questions were answered.

MEMBER WALLIN MOTIONED AND VICE-CHAIR STAVEN SECONDED THE MOTION TO SUPPORT THE REVISION OF RMC 3.26.010 DEPOSIT FOR UTILITY SERVICES TO A FLAT-RATE DEPOSIT MODEL. THE MOTION CARRIED 4-1.

4. Richland Fire Department Medical and Ambulance Utility Strategic Plan – Focus on Rate Settings and Financial Sustainability

Deputy Fire Chief Randy Aust spoke about Medical and Ambulance Utility Fees and the exemptions to the fees. Deputy Fire Chief also went over Fire and EMS' revenues and expenditures in relation to the Medical and Ambulance Utility fees. Member questions were answered.

5. 2025 Clean Energy Implementation Plan, Conservation Potential Assessment, and Demand Response Potential Assessment Draft Reports

Energy Services Director Whitney introduced Ted Light from Lighthouse Energy to present on the Clean Energy Implementation Plan (CEIP). He spoke about targets and identifying populations. Director Whitney discussed retaining renewable energy from Ruby Flats. He spoke about consequences to missing targets, impacted populations, and actions to reduce risk. Member questions were answered.

VICE CHAIR STAVEN MOTIONED AND MEMBER RICHMOND SECONDED THE MOTION TO SUPPORT THE REVISED CEIP, CPA, AND DRPA REPORTS FOR THE COUNCIL'S RECOMMENDED ADOPTION IN 4Q25. THE MOTION CARRIED 5-0.

6. Bonneville Power Administration (BPA) – Provider of Choice – Power Contract

Energy Service Director Clint Whitney informed the committee the BPA's Provider of Choice contract template was released, and the final contract to sign between the City and BPA is expected before the end of the year. Director Whitney spoke on the similarities and differences between the existing contract and the draft for the upcoming contract renewal. Member questions were answered.

Future Business Items

- Electric Bond Rating, Refund & New Issue Discussion – November 2025
- Electric Rates Review & Rate Design Options with Presentation by FCS – November 2025
- AMI Time of Use (TOU) and Demand Rate Discussion – January 2026
- SMR Update – January 2026

Other Informational Items

The following presentations were presented:

Capital Work Plan Update – July 2026

Adjournment

Chair Porter adjourned the meeting at 5:07 pm.

Prepared by: _____
Marissa Guzman, Administrative Assistant I

Approved by: _____
Daniel Porter, Chair

DATE APPROVED:

DATE PUBLISHED: