



BLACK LAKE SPECIAL DISTRICT

Thursday, June 19, 2014 • 5:30 pm • [1520-A Irving St](#), Tumwater

AGENDA

1. Roll Call

2. Approval of Agenda

3. Public Communication

(Estimated Time: 0-30 Minutes, Sign-up Sheets are provided)

During this portion of the meeting, citizens may address the Board for up to 3 minutes regarding items related to Special District business. In the event testimony exceeds 30 minutes, the Commission will allow for additional testimony to be taken at the end of the meeting for those who signed up at the beginning of the meeting and did not get an opportunity to speak during the allotted 30-minutes.

4. Approval of Minutes

*Attachments: May 15, 2014 Regular Meeting Minutes
June 5, 2014 Work Session Meeting Minutes*

5. Lakefront Parcel Assessment Ceiling

Attachments: Resolution #14-03

6. Warrant Requests

*Attachments: OrgSupport Invoice #704
Thurston County Invoice # 6717-6718*

7. Reports and Referrals

8. Continued Public Communication

(If needed for those who signed up earlier and did not get an opportunity to speak during the allotted 30 minutes.)

9. Adjournment

Next Meetings:

Work Session, Thursday, July 3, 2014, 5:30 pm (OrgSupport office)

Regular Meeting, Thursday, July 17, 5:30pm (OrgSupport office)



BLACK LAKE SPECIAL DISTRICT

Thursday, May 15, 2014 • 6:30 pm • Black Lake Bible Camp

MINUTES

1. Roll Call

Commissioner Stintzi called the meeting to order at 6:50pm.

Present: Lake Stintzi
John Henkle

2. Approval of Agenda

Commissioner Henkle moved approval of the agenda as presented, second by Commissioner Stintzi; passed unanimously.

3. Public Communication – None.

(Estimated Time: 0-30 Minutes, Sign-up Sheets are provided)

During this portion of the meeting, citizens may address the board for up to 3 minutes regarding items related to Special District business. In the event testimony exceeds 30 minutes, the commission will allow for additional testimony to be taken at the end of the meeting for those who signed up at the beginning of the meeting and did not get an opportunity to speak during the allotted 30 minutes.

4. Approval of Minutes

*Attachments: April 3, 2014 Work Session Minutes
April 17, 2014 Meeting Minutes
May 1, 2014 Work Session Minutes*

Commissioner Henkle moved approval of item 4, Minutes of April 3, 2014, Minutes of April 17, 2014, and Minutes of May 1, 2014 as presented, second by Commissioner Stintzi; passed unanimously.

5. Lakefront Parcel Rates and Charges Ceiling

Attachments: Resolution #14-03

The commissioners discussed the resolution and the input received from the attorneys. They want to discuss the resolution to make certain the language appropriately reflects the guiding statutes. Consensus of the commissioners is to revisit resolution 14-03 during the June work session

6. Warrant Requests

*Attachments: #21049 Bean, Gentry, Wheeler, & Peternell
#21050 Bean, Gentry, Wheeler, & Peternell
#21051 Bean, Gentry, Wheeler, & Peternell
OrgSupport Statement (Invoices #610, #629, #648, #665, #666)*

Commissioner Stintzi moved approval of item 6, Warrant Requests, as presented, second by Commissioner Henkle; passed unanimously.

7. Thurston County Investment Pool (TCIP) Participation Agreement

*Attachments: Letter from Shawn Myers RE: TCIP Agreement
TCIP Participant Agreement*

Commissioner Stintzi moved approval of item 7, TCIP Participation agreement, as presented, second by Commissioner Henkle; passed unanimously.



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8. Reports and Referrals

Mr. Ottavelli reported communication with BGWP is improving and that continued refinement and direction from the commissioners will further help with establishing protocols for efficient communication.

Contracting and liability memos – The recommendation is that as a public agency should exist procedures and policies that ensure a good value for constituents. The liability memo provided a series of recommendations for liability issues. *The commissioners requested OrgSupport research and identify possible insurers and report the information back at a future work session. OrgSupport will research existing liability language and resolutions and report the information back at future work session.* The commissioners will revisit the creation of a contracting framework in September, including creating a timeline of tasks necessary to take the next step in lake management planning. *OrgSupport will begin working on developing a draft contracting framework for review at the September work session.*

Effective waterfront feet information from the assessor – Commissioner Stintzi reported that a deputy administrator reported that the effective waterfront feet of a parcel is the amount of feet in a straight line from corner to corner. Most parcels with no effective feet recorded are large parcels. The administrator reported these parcels do not measure effective feet on these parcels because waterfront is not the best economic or highest and best use for this property. Effectively, the special district will have to calculate the effective waterfront feet for those parcels.

9. Continued Public Communication – None.

(If needed for those who signed up earlier and did not get an opportunity to speak during the allotted 30 minutes.)

10. Adjournment – **With no further business to come before the Special District, Commissioner Stintzi adjourned the meeting at 7:30pm.**

Next Meetings:

Work Session, Thurs., June 5, 2014, 5:30 pm (OrgSupport office)

Board meeting, Thurs., June 19, 6:30pm (Black Lake Bible Camp)



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Work Session
Thursday, June 5, 2014 • 5:30 pm • [1520-A Irving St](#), Tumwater

MINUTES

1. Roll Call

Commissioner Stintzi called the meeting to order at 6:30pm.

Present: Lake Stintzi
John Henkle
Vern Bonfield

2. Approval of Agenda

Commissioner Bonfield moved to approve the Agenda as presented, second by Commissioner Henkle; passed unanimously.

3. Public Communication – Tom Crawford

(Estimated Time: 0-30 Minutes, Sign-up Sheets are provided)

During this portion of the meeting, citizens may address the board for up to 3 minutes regarding items related to Special District business. In the event testimony exceeds 30 minutes, the commission will allow for additional testimony to be taken at the end of the meeting for those who signed up at the beginning of the meeting and did not get an opportunity to speak during the allotted 30 minutes.

4. Informational Materials (No Action Required)

*Attachments: Minutes of May 1, 2014
Financials*

The Commissioners requested Item 6a wording be rephrased. They would like to state: “The board discussed focusing on mistakes possibly related to measurements.”

5. Type and Powers of the Special District

- a. The board discussed the implications of choosing a specific type of district as requested by the county. Commissioners agreed they wish to avoid limiting the abilities of the district. Further, the commissioners do not wish to invest significant resources or attorney time into this issue. The commissioners are seeking the quickest resolution to the district type issue that will not impede the district’s ability to address lake management issues.

6. Lakefront Parcel Assessment Ceiling

Attachments: Resolution #14-03

The attorney who worked on the rates and charges structure recommended a 1% ceiling. The decision to accept or reject will be decided on publicly at the next meeting.

7. Assessment Petitions – Discussion, Adoption of Policies/Protocols/Process

Commissioner Stintzi will assemble content for the webpage which will guide the ratepayer through questions they may have. The FAQ will include information on how rates and charges were determined. #1- How did the rates and charges get established; # 2 - How did the special district



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get formed; #3- What if I disagree? (with a process of how to appeal); #4 - Will harmful chemicals be put in the lake; #5 – What is the purpose for the special district and what are its goals.

8. Permanent Dwelling – definition and clarification on recreational vehicles that are used as a residence shall be treated for the 2015 assessment year.
 - a. Jayme Roy was invited to attend this meeting as a representative, but was not in attendance.
 - b. Rates would not be effective until next year if they are developed.
 - c. Commissioner Stintzi read RCW 8538, which allows special districts to address problems with onsite septic systems. Currently there is a \$39 assessment for homeowners. The commissioners discussed ways that would be fair to RV owners and that would help protect the lake. The commissioners decided that six months of occupancy or longer can be used to trigger rates and charges. Consideration for self-contained RVs that take their vehicle to a pump out station would not fall under the guidelines. Commissioner Bonfield suggested going by an honor system, asking face to face how many RV slots are full more than six months of the year. This would be followed up with annual contact to ask if changes have taken place. This would serve as a trial approach and be revised if it proved ineffective at identifying the appropriate rate payers. The charge would be the same as a house dwelling charge of \$39. This cost was set up so the residents would remain budget neutral with their costs.
 - d. The commissioners agreed that there needs to be development of a resolution to clarify the definition of what is meant by a dwelling. This definition will include fixed property, an RV or travel trailer occupied more than 6 months of the year and hooked up to a septic system; i.e. motor homes that are on a parcel, not moving around.
9. Bond requirements
 - a. A \$1,000 bond for each commissioner is required to protect the district from malfeasance. Commissioner Stintzi requested at the courthouse if they would hold \$1,000 for him, but that was not possible. In a discussion with Attorney Jim Randall, he suggested that the County Treasurer might be willing to put money in a trust account for the District. *OrgSupport will find a company that would cover the bond and Liability Insurance coverage for the Board members.*
10. Governance Planning – item not addressed.
11. Email List Discussion
 - a. The commissioners want to have a list that is specifically for people on the lake. *Commissioner Henkle will work on developing a list of emails for people on the lake.*
12. Archiving Historical Documents
 - a. Commissioner Stintzi asked that OrgSupport publish all their meeting minutes, agendas, invoices and communications on the website. OrgSupport reported that all documents and materials are posted to the website a minimum of one week in advance of meetings.

13. Warrant Requests

Attachments:

OrgSupport Invoice #704

Thurston County Invoice # 6717-6718



BLACK LAKE SPECIAL DISTRICT

Commissioner Stintzi suggested that Craig Ottavelli present the invoices at the public meeting on the 19th. If the Board approves the invoices, the transmittal and the resolution will be signed at the meeting.

14. Black Lake Regatta

Based on last years' experience with a table for the Black Lake Special District at this event, it won't be pursued this year. It did not generate interest on the part of the participants or viewers.

15. Adjournment - **With no further business to come before the Special District, Commissioner Stintzi adjourned the meeting at 7:10pm.**

Next meeting:

Thursday, June 19, 2014 – Regular Meeting 5:30pm at OrgSupport (third Thursday)

Thursday, July 3, 2014 – Work Session 5:30pm at OrgSupport (first Thursday)

RESOLUTION #14-03

A RESOLUTION OF THE BLACK LAKE SPECIAL DISTRICT GOVERNING BOARD PLACING A CEILING ON LAKEFRONT PARCEL RATES AND CHARGES FOR THE DISTRICT.

WHEREAS, it has been brought to the attention of the board that some parcels have reduced market value due to parcel depth from the water line or conditions such as 100% wetlands; and

WHEREAS, the assessment fee structure adopted in the Black Lake Special District Petition (hereafter the "BLSD Rates and Charges Structure," a copy of which is attached hereto) does not recognize these conditions; and

WHEREAS, some parcels with these conditions would see property tax increases of as much as 126% under the BLSD Rates and Charges Structure; and

WHEREAS, parcels with these conditions are carrying a disproportionate rates and charges burden compared to their economic value.

NOW, THEREFORE, THE BLACK LAKE SPECIAL DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. For private use residential parcels the BLSD Rates and Charges Structure shall be limited to a total amount of 1% of the fair market value of the subject property as determined by the Thurston County Assessor.

Section 2. Public access and commercial purpose parcels have other factors included in their rates and charges as compared to private use residential parcels and therefore shall not be subject to the same limitation.

PASSED BY THE BLACK LAKE SPECIAL DISTRICT GOVERNANCE BOARD, this _____ day of _____, 2014.

Lake Stinzi

Vernon Bonfield

John Henkle

ATTEST:

Craig Ottavelli

ATTACHMENT
BLSD RATES AND CHARGES STRUCTURE

\$3.92 per Water Front Foot Access (includes Private Lakefront Food/Recreational Waterfront, Public Boat Launch Waterfront Foot, and Other Public Access Lake Front Foot).

\$1.72 per Habitat Reserve Water Front Foot

\$39.00 per Dwelling Unit

\$15.00 per Parcel for Vacant Property

\$0.18 per user day for Swimming/Fishing Public Access

\$1.27 per user day for Boat Launch Public Access



OrgSupport

120 State Avenue NE
Olympia, WA 98501

Invoice

Date	Invoice #
7/1/2014	704

Bill To
Black Lake Special District 120 State Avenue NE, #303 Olympia, WA 98501

Description	Qty	Rate	Amount
Contract Services - June	1	2,500.00	2,500.00
Printing B&W	11	0.10	1.10
Printing Color	90	0.25	22.50
Stamps	1	0.49	0.49
Envelopes	1	0.15	0.15
Total			\$2,524.24



INVOICE

Thurston County Auditor

Elections Division

2000 Lakeridge Drive SW, Olympia, WA 98502
 Phone 360.786.5408 Fax 360.786.5223
 naputit@co.thurston.wa.us

INVOICE # 6717-6718

DATE: MAY 19, 2014

TO Black Lake Special District
 120 State Avenue NE
 Olympia, WA 98501

Please send payments to:
 Thurston County Auditor
 2000 Lakeridge Drive SW
 Olympia, WA 98502

CUSTOMER NUMBER	JOB	PAYMENT TERMS	DUE DATE
	Election Services	Within 30 days	

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	Election Services - General Election		
	0102A231 341450 02013	\$7189.50	\$7,189.50
	1090A231 341450 02013	\$1078.43	\$1,078.43
		TOTAL	
		TOTAL	\$8,267.93

Please submit payment or financial form within 30 days. If you have questions, please call Tillie Naputi-Pullar at (360) 786-5408.

THANK YOU FOR YOUR BUSINESS!