



# BLACK LAKE SPECIAL DISTRICT

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**Black Lake Special District Work Session**  
**Monday, March 7, 2016 • 5:30 pm • [1520-A Irving St](#), Tumwater**

**SWEARING IN OF COMMISSIONERS – Presided Over by Thurston County Commissioner Wolfe**

Lake Stintzi  
Vernon Bonfield  
Brian Wilmovsky

**AGENDA**

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Open Public Meetings Act Training
5. 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.*
6. Informational Materials (No Action Required)  
*Attachments: February 22, 2016 Regular Meeting Minutes*
7. Warrant Requests  
*Attachments: OrgSupport Invoice #1232*
8. New Business
  - a. Resolution #16-01
9. Old Business
  - a. Policy Manual Review
  - b. Alum Treatment
    - i. Funding
    - ii. Schedule
  - c. Meeting Date/Time/Location
10. Reports and Referrals
11. Continued Public Communication  
*(If needed for those who signed up earlier and did not get an opportunity to speak during the allotted 30 minutes.)*
12. Adjournment of Public Meeting

**Next Meetings:**

Regular Meeting, Monday, March 21, 2016, 5:30pm (OrgSupport office)  
Work Session, Monday, April 4, 2016, 5:30pm (Location TBA)



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**BLACK LAKE SPECIAL DISTRICT MEETING**  
**Monday, February 22, 2016 • 5:30 pm • [1520-A Irving St](#), Tumwater**

## ACTION ITEMS

- Commissioner Bonfield will email a draft a letter of thanks to the Thurston County Sherriff for ongoing lake patrols.
- Commissioner Stintzi will authorize Rob to share the draft request with prospective bidders with the understanding that it has not been formally released.
- Commissioner Stintzi will work with OrgSupport to add language to the request clarifying that the district will not be responsible for costs associated with submitting a proposal, including the commission not being responsible for unforeseen financing complications.

## MINUTES

1. Roll Call – **Commissioner Stintzi called the meeting to order at 5:40 pm.**

**Present:** Lake Stintzi  
Vernon Bonfield  
John Henkle

2. Approval of Agenda – **Commissioner Stintzi moved approval of the February 22<sup>nd</sup> agenda as presented, second by Commissioner Bonfield; passed unanimously.**
3. Public Communication – None.

4. Approval of Consent Agenda

*Attachments: January 25, 2016 Regular Meeting Minutes  
February 8, 2016 Work Session Meeting Minutes*

**Commissioner Stintzi moved approval of the Consent Agenda as presented, second by Commissioner Bonfield; passed unanimously.**

5. Warrant Requests

*Attachments: Herrera Invoice 38031  
Thurston Geodata Center Invoice #25-1602-12  
OrgSupport Invoice #1207*

**Commissioner Stintzi moved approval of Item 5, Warrant Requests, second by Commissioner Bonfield; passed unanimously.**

6. New Business

- a. Senior Tax Exemptions – Commissioners discussed the 42 parcels with senior exemptions. One parcel has requested a waiver of the charge. Directors discussed the best method of notice and concurred that the website is likely sufficient. Concurrence of directors is to create a draft resolution and hold a public hearing prior to adoption. The resolution shall indicate:
  - i. Discounts of up to \$50 are available.
  - ii. Must already receive a county senior or disabled discount.
  - iii. Must request in writing the reduction of charges from special district fees.



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*OrgSupport will prepare a public hearing for the March meeting to take public testimony on the draft resolution.*

## 7. Old Business

- a. Thurston First Loan Offer – Commissioners discussed the possibility of a bond which would be purchased by Thurston First. The bank is communicating with bond counsel
- b. Alum Treatment Proposal Process – Commissioners discussed whether to release the call for proposals without certainty that financing is in place. Note was made that the proposal will require a bid bond, and none specify that applicants are responsible for all costs associated with applying regardless of outcomes. *Commissioner Stintzi will work with OrgSupport to add language to the request clarifying that the district will not be responsible for costs associated with submitting a proposal, including the commission not being responsible for unforeseen financing complications. Commissioner Stintzi will authorize Rob to share the draft request with prospective bidders with the understanding that it has not been formally released. OrgSupport will post the draft request to the website with clear labeling that it is a draft and not yet formally released.*

## 8. Reports and Referrals

- a. OrgSupport is moving offices beginning April 1<sup>st</sup>, which will necessitate a new regular meeting location for the regular meetings and work sessions.
- b. The new improvements at the boat launch are well done. The BLSD will draft a letter from the commissioners thanking the involved authorities for the project and quality work. Commissioner Stintzi will create draft letter recognizing the boat launch improvements.
- c. *Commissioner Bonfield will email a draft a letter of thanks to the Thurston County Sherriff for ongoing lake patrols.*

## 9. Adjournment of Public Meeting – **With no further business to come before the Special District, Commissioner Stintzi adjourned the meeting at 6:50 pm.**

### **Next Meetings:**

Work Session, Monday, March 14, 5:30 pm (OrgSupport office)  
Regular Meeting, Monday, March 28, 5:30pm (OrgSupport office)



# OrgSupport

120 State Avenue NE, #303  
Olympia, WA 98501

# Invoice

Date	Invoice #
4/1/2016	1232

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

Description	Qty	Rate	Amount
Contract Services - March	1	2,500.00	2,500.00
Printing B&W	244	0.10	24.40
Printing Color	15	0.25	3.75
Stamps	1	0.49	0.49
Envelopes	2	0.15	0.30
Labels	2	0.02	0.04
Tax Form Postage	0.98	0.49	0.48
Office Supplies - Tax Forms	2	1.00	2.00
Envelopes - Manilla	1	0.25	0.25
<b>Total</b>			<b>\$2,531.71</b>

**Resolution #16-01**

**A RESOLUTION OF THE BLACK LAKE SPECIAL DISTRICT GOVERNING BOARD FIXING EXEMPTIONS TO THE FEE SCHEDULE PURSUANT TO RCW 85.38.**

**WHEREAS**, *RCW 84.56.020* provides that the county treasurer must be the receiver and collector of all taxes extended upon the tax rolls of the county. And whereas, chapter 458-16A WAC and chapter 84.36 RCW provide laws and rules for property tax exemptions. And whereas, *RCW 85.38.145* provides that a special district may fix rates and charges payable by owners or occupiers of real estate within the special district. And whereas, property tax exemptions for senior citizens, disabled persons, and 100% disabled veterans help eligible individuals on a limited income to pay rates and charges.

**NOW THEREFORE IT IS HEREBY RESOLVED:**

Section 1. That commencing April 1, 2016, the Black Lake Special District Governing Board shall grant a reduction in rates and charges up to \$50 each year to eligible individuals as follows:

- a) Parcel owner provides proof of enrollment in the *Thurston County Property Tax Exemption for Senior Citizens, Disabled Persons & 100% Disabled Veterans* program by April 1, of the current assessment year, or
- b) An active exemption of senior/disabled is present for the parcel in the Thurston GeoData Center data ([www.geodata.org](http://www.geodata.org)).

Section 2. The reduction in annual rates and charges to each eligible individual shall be \$50.00 each year or the total amount of the Black Lake Special District rates and charges, whichever is the lessor amount.

Section 3. That if appropriate statutes relating to collection, exemptions, and special district rates and charges are modified, it is agreed that the above procedures will be modified to be consistent.

**ADOPTED** by the Black Lake Special District Governance Board this 21<sup>st</sup> day of March, 2016.

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Commissioner

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Commissioner

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Commissioner

ATTEST:

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Craig Ottavelli