



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Meeting
Monday, September 19, 2016 • 5:30 pm • 2637 12th Ct SW • Olympia

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. 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.
5. Informational Materials (No Action Required)
*Attachment: August 15, 2016 Regular Meeting Minutes
September 6, 2016 Work Session Minutes*
6. Warrant Requests
*Attachments: Herrera Invoice #38987
OrgSupport Invoice #1369*
7. New Business
8. Old Business
 - a. Drone Surveys
9. Reports and Referrals
10. Continued Public Communication
(If needed for those who signed up earlier and did not get an opportunity to speak during the allotted 30 minutes.)
11. Adjournment of Public Meeting

Next Meetings:

Work Session, September 5, 5:30pm (OrgSupport Offices)
Regular Meeting, Monday, September 19, 2016, 5:30pm (OrgSupport Offices)



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Meeting
Monday, August 15, 2016 • 5:30 pm • 2637 12th Ct SW • Olympia

MINUTES

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

Present: Vern Bonfield
Lake Stintzi
Brian Wilmovsky

2. Approval of Agenda – **It was moved, second, passed unanimously to approve the agenda as presented.**
3. Public Communication – None.
4. Approval of Consent Agenda – **It was moved, second, passed unanimously to approve the minutes as amended.**

Attachment: July 18, 2016 Regular Meeting Minutes

5. Warrant Requests – The rate increase from .8% to 1% by the treasurer was discussed. *OrgSupport will scan and email the 2016 Annual Administration Fee document to Cathy Swarhout at Thurston County.* **It was moved, second, passed unanimously to approve the warrant requests as presented.**

*Attachments: AquaTechNex Invoice #7037
Thurston County Treasurer
Herrera Invoice #38675
OrgSupport Invoice #1367
Treasurer's Annual 2016 Administration Fee Statement*

6. New Business
 - a. Special Assessment Bond – This will be predicated on the possibility of an alum treatment that could bring full clarity.
 - b. Public Relations – *OrgSupport will draft a press release that highlights the successes and accomplishments of the BLSD and share the draft with commissioners at the next work session.* Commissioners discussed planning an annual meeting to share with the community the successes and plans for the future.
 - c. *OrgSupport will contact Fish and Wildlife and enquire about possibly erecting an information board at the boat ramp and report back at the next work session.*
7. Old Business
 - a. Weed Treatment – The weed treatment was highly successful and has received a number of positive comments. **It was moved, second, passed unanimously to authorize Commissioner Wilmovsky to negotiate a follow-up assessment and treatment for August or September.**
 - b. Drone Survey – *OrgSupport will email a request for bids to multiple drone operators in a second attempt.*
8. Reports and Referrals
 - a. OrgSupport reported that three bids were solicited from drone operators for survey work. Over a month has passed since the request and the firms have been unresponsive to follow up requests for bids.



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- b. Directors discussed the status of a loan from Thurston First to be repaid with rates and charges. The commissioners concurred a special meeting may be required to review and approve the loan when documentation becomes available.
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9. Adjournment of Public Meeting – **Commissioner Stintzi adjourned the meeting at 6:30 pm.**

Next Meetings:

Work Session, September 5, 5:30pm (OrgSupport Offices)
Regular Meeting, Monday, September 19, 2016, 5:30pm (OrgSupport Offices)



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Work Session
Tuesday, September 6, 2016 • 5:30 pm • 2637 12th Ct SW • Olympia

MINUTES

1. Roll Call – **Commissioner Stintzi called the meeting to order at 5:45 pm.**

Present: Lake Stintzi
Vernon Bonfield
Brian Wilmovsky

2. Approval of Agenda – **Commissioner Bonfield moved approval of the September 6, agenda as amended, second by Commissioner Stintzi; passed unanimously.**

3. Public Communication – None.

4. Informational Materials (No Action Required)

Attachment: August 15, 2016 Regular Meeting Minutes

Commissioners reviewed the minutes and asked they be included for approval on the next regular meeting agenda.

5. Warrant Requests

*Attachments: Herrera Invoice #38987
OrgSupport Invoice #1369*

Commissioners reviewed the warrant requests and asked they be included for approval on the next regular meeting agenda.

6. New Business

- a. Alum Treatment Funding – Current funding discussions continue with Thurston First Bank. For future funding sources include grants, loans against rates and charges (including through Ecology), Thurston County, and special assessments. The current priority is to finalize the relationship with Thurston First.
- b. County Letter Regarding Ditch Maintenance – Commissioners discussed drafting a letter informing Thurston County about the status and needs of the ditch. *Commissioner Stintzi will contact Deanna Gregory about providing legal services to the BLSLSD on occasion. OrgSupport will contact attorneys that specialize in working with WA special districts and request retainer rate information.*
- c. Public Meeting Planning – Commissioner Stintzi recommended holding a public annual meeting the third Monday of October. All ratepayers will receive postcard invitations as well as Jim Haley, the Board of County Commissioners, Save Black Lake, and partners at the County and at Fish & Wildlife. *OrgSupport will coordinate with Bryan Bailon at Black Lake Bible Camp (357-8425) to plan an annual meeting from 6-7 pm with light refreshments. OrgSupport will contact Tim Erickson to discuss coordinating a Save Black Lake meeting. The meeting notice may contain phrasing like ‘Welcome back Black Lake!’ and include one or more color photographs.*

7. Old Business

- a. Weed Treatment Follow-Up
- b. Drone Survey – Two quotes are in hand and two more anticipated for the regular September meeting.
- c. Boat Ramp Kiosk – Commissioners discussed having a quality sign that can display historical and anticipated information. Consensus of directors is that a prominent sign would be an asset for BLSLSD



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constituents. *Commissioner Stintzi will take photos of the existing kiosk and work with OrgSupport to coordinate a partnership with Thurston County and Fish & Wildlife.*

- d. Policy manual – *OrgSupport will bring a recommended revision of the policy manual to a future work session for review.*

8. Reports and Referrals

- a. *OrgSupport will forward any lake photos showing algae to Rob for review.*
- b. Commissioner Stintzi reported on attending the Thurston County Conservation District meeting.

9. Adjournment of Public Meeting – **Chair Stintzi adjourned the meeting at 6:45 pm.**

Next Meetings:

Regular Meeting, Monday, September 19, 2016, 5:30pm (OrgSupport Offices)
Work Session, October 3, 5:30pm (OrgSupport Offices)



August 25, 2016
 Invoice No: 38987

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

Project 15-06161-000 Black Lake Management and Oversight of an Alum Treatment
 Attn: Lake Stintzi
 info@blacklakespecialdistrict.org
Professional Services from May 28, 2016 to July 29, 2016

Task 5.0 Water Quality Monitoring

Reimbursable Expenses

Laboratories

7/12/2016	IEH - Aquatic Research	13456	588.00	
Total Reimbursables			588.00	588.00

Task Total \$588.00

Task 7.0 Project Management and Contract Administration

Professional Personnel

	Hours	Rate	Amount	
Accounting Administrator II Tonkikh, Natalya	.50	77.86	38.93	
Totals	.50		38.93	
Total Labor				38.93

Task Total \$38.93

Total Due this Invoice \$626.93

	Current	Prior	Total
Billed to Date	626.93	67,737.08	68,364.01



Project	15-06161-000	Black Lake Mgmt/Oversight Alum Treatment	Invoice	38987
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Outstanding Invoices

Number	Date	Balance
38675	6/23/2016	4,098.73
Total		4,098.73

Total Compensation **80,812.00**



RECEIVED
 JUL 08 2015
 JUL 08 2015

IEH - Aquatic Research

3927 Aurora Ave. N
 Seattle, WA 98103

206-632-2715 Phone
 206-632-2417 Fax

REMIT TO:

15300 Bothell Way NE
 Attn: Accounts Receivable
 Lake Forest Park, WA 98155

206-522-5432 Accounting Dept

Invoice

Date	Invoice #
6/30/2016	133456

Sold To
Herrera Environmental Inc. 2200 Sixth Avenue Suite 1100 Seattle, WA 98121-1820

Notes

Customer PO	Payment Terms	Due Date	Sales Rep ID	VTSR	CASE FILE #
15-06161-000	Net 30	7/30/2016		5/2/2016	HER08028

Quantity	Item Code	Description	Price Each	Amount
4	W365.1	Total - P	15.00	60.00
4	WFILT	Water Filtration	5.00	20.00
4	W365.1D	Soluble Reactive Phosphate	15.00	60.00
4	W310.1	Total Alkalinity	15.00	60.00
4	W375.4	Sulfate - Turbidimetric	15.00	60.00
4	W10200H	Chla - Spectrophotometric	30.00	120.00
4	WMDIG	Total Metals Digest - Water	12.00	48.00
4	MFILT	Metals Filtration	10.00	40.00
4	ICP	ICP / Element	10.00	40.00
4	ICPMS	ICPMS / ELEMENT	20.00	80.00

Total			\$588.00
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Black Lake Project Progress Report for Herrera Environmental Consultants

Herrera Environmental Consultants

Progress Report: Management and Oversight of the Black Lake Alum Treatment

Invoice Period: May 28 through July 29, 2016

Task	Project Budget	Previously Invoiced	Amount this Period	Billed to Date	Budget Remaining	Percent Spent	Percent Complete	Work Performed
1-Final Design	\$20,541	\$15,718.69	\$0.00	\$15,718.69	\$4,822.31	77%	100%	None - complete
2-Permitting	\$2,926	\$4,208.12	\$0.00	\$4,208.12	-\$1,282.12	144%	100%	None - complete
3-Specifications	\$5,984	\$9,475.72	\$0.00	\$9,475.72	-\$3,491.72	158%	100%	None - complete
4-Oversight	\$10,637	\$11,498.10	\$0.00	\$11,498.10	-\$861.10	108%	100%	None - complete
5-Monitoring	\$19,544	\$22,784.43	\$588.00	\$23,372.43	-\$3,828.43	120%	100%	Received lab invoice for 5/2/16 sample analyses
6-Report	\$15,450	\$0.00	\$0.00	\$0.00	\$15,450.00	0%	0%	None
7-Management	\$5,730	\$4,052.02	\$38.93	\$4,090.95	\$1,639.05	71%	80%	Prepared invoice and progress report
Total	\$80,812	\$67,737.08	\$626.93	\$68,364.01	\$12,447.99	85%	85%	



OrgSupport

120 State Avenue NE, #303
Olympia, WA 98501

Invoice

Date	Invoice #
10/1/2016	1369

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

Description	Qty	Rate	Amount
Contract Services - September	1	2,500.00	2,500.00
Printing B&W	75	0.10	7.50
Total			\$2,507.50

PROPOSAL PRESENTED TO BLACK LAKE SPECIAL DISTRICT
120 State Avenue NE, #303
Olympia, WA 98501
360-867-8814
Info@BlackLakeSpecialDistrict.org

PROVIDED BY Joe Vaughn, LEED AP
Owner, Skyris Imaging

CREATIVE PRODUCER BLACK LAKE SPECIAL DISTRICT

END USER BLACK LAKE SPECIAL DISTRICT

SCHEDULE Late September (weather permitting)

SCOPE

Provide a High Resolution Aerial Video and Photography Survey of the following:

- HD Imagery of Belmont Road Bridge to RW Johnson Boulevard Southwest (approximately 2.3 miles possible) including High resolution imagery of river obstructions (e.g. beaver dams). The purpose of the river and creek footage is to identify and locate any existing obstructions.
- HD Imagery of perimeter of lake (approximately 6.0 miles) including footage of near lake stretches of Black River and other tributary creeks. The purpose of the perimeter of the lake footage is to create a baseline assessment of the amount of invasive weed cover.
- Post editing – A short video documenting the survey will be produced.

DELIVERABLES

- Skyris Imaging will provide the raw media to the client via drop box within 5 business days of the shoot once final payment has been made.
- Still images from will be provided in 42.2 MP format.
- Video will be provided in the 4k format

IMAGE COLLECTION

- Skyris Imaging will deploy all necessary aerial and ground-station equipment for each day of shooting.
- Skyris Imaging will provide a camera operator, pilot and aircraft for the day of the shoot.
- Video Spec: 4k @ 30 Frames Per Second
- Video Rig: gyro-stabilized, 3-axis gimbal.
- Still Image Spec: 42.2 Mega pixel
- Still Image Rig: 5-axis active gyro-stabilization, Variable-zoom

IMAGE RIGHTS

- The End User will have unlimited usage rights to the images for any and all marketing materials developed by the Creative Producer to benefit the End User.
- The Creative Producer will have usage rights to the images for purposes of self-promotion.

INSURANCE

Skyris Imaging carries \$1,000,000 in commercial aviation liability insurance. (\$2,000,000 aggregate)

PROPOSED FEE

Skyris Imaging Fee Including Image Collection and Post Processing:

Total Project Fee (10 hours post editing included) \$ 6,250

PAYMENT SCHEDULE

- A deposit of 50% is due at the time of proposal acceptance.
- The remainder of the fee is due at the time of media delivery.



Client Initials _____

Providing decision makers with actionable data

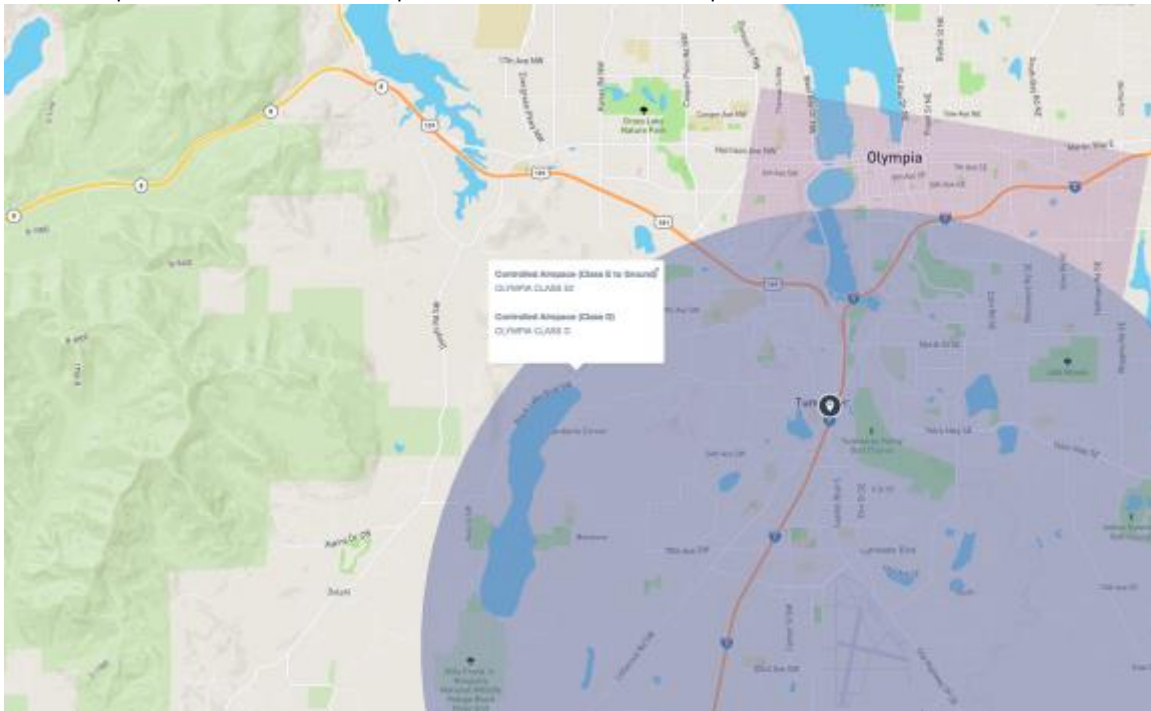
SUBJECT PROPERTY



Black Lake – Olympia, WA

AIRSPACE

- The subject property is located at the surface of Class D airspace and will require the deployment of a manned helicopter. Commercial UAV's are prohibited in this controlled airspace.



SKYRIS IMAGING'S PARAMETERS FOR SAFE AND RESPONSIBLE LINE OF SIGHT (LOS) sUAS OPERATIONS

Safety of people and property is Skyris Imaging's number one priority. All flights will be conducted at the sole discretion of the pilot. All pilots will be required to abide by Skyris Imaging's Parameters For Safe And Responsible Line Of Sight (LOS) sUAS Operations as outlined below:

General Flight Parameters

- All equipment is set to a fail-safe vertical limit of 120 Meters above ground level.
- All equipment is set to a fail-safe horizontal range of 500 Meters from point of system initialization.
- Always maintain unaided line of sight with the aircraft.
- Utilize a spotter to keep an eye out for other aircraft.
- Do not make erratic changes in course or speed.
- Always yield right of way to larger aircraft.
- Aircraft and payload should never exceed 55 lbs. take-off weight.

Situational Flight Parameters

- All flights should be planned as if the equipment could fail. Never put the equipment in a position where failure will cause safety issues.
- Do not fly over property that you do not have permission to fly over.
- Use extreme caution in order to not be a distraction to automobiles. Do not fly over active roadways.
- Do not take images of a point of interest without permission.
- Do not fly over crowds. Avoid flying within sight of crowds. Altitudes should never exceed 80% of the horizontal distance to crowd (i.e. Max altitude = 200' when 250' from a crowd). If crowds can see the aircraft, it must be tethered.

General Flight Rules

- Maintain all equipment. If it's not flying right, ground it.
- Plan the flights and execute the flights safely.

PROPOSAL ACCEPTANCE BY AUTHORIZED REPRESENTATIVE

If you find this proposal acceptable, please initial each page and sign below. By signing below you accept this proposal and authorize Skyris Imaging to move forward with the project as outlined within this proposal.

Full Name: _____

Title: _____

Signature: _____



Client Initials _____

Providing decision makers with actionable data

Re: Aerial Video Bid

I can definitely get this done for you. Based on your requirements, the size of the lake and shots/footage requested plus editing, I would be comfortable doing this for \$2,500 and should be able to get it all in one day using 4 batteries. My drone has a 2 mile range, but I like to maintain line-of-sight, so the perimeter of the lake would have to be covered in 1 mile chunks. Let me know if that works for you, and feel free to call/email with any further questions.

Jason Schuller
206-369-0482



918 South Horton St, Suite 1002
Seattle, WA 98134

TO: CRAIG OTTAVELLI
FROM: JESSICA PIERCE, RYKA UAS
SUBJECT: RYKA QUOTE FOR UAS SURVEY – BLACK LAKE SPECIAL DISTRICT AERIAL VIDEO
DATE: 9/15/16
CC: JOSH HAWES, KELLY BOND, GEORGE PIERCE

Ryka UAS respectfully submits the following quote for the above referenced project.

LOS Drone Survey – Black Lake Aerial Video and Survey

Scope of Work:

- Obtain aerial video photography via sUAS of stream and river tributaries to Black Lake in Olympia, WA. Footage will include:
 - Footage beginning at Belmont Road Bridge to RW Johnson Boulevard Southwest (approximately 2.3 mile possible).
 - Low altitude or high resolution footage of river obstructions (e.g. beaver dams). (river approximately 1.95 miles)
 - Footage of perimeter of lake (approximately 6.0 miles).
 - Footage of near lake stretches of Black Lake and 2 tributaries.
 - Post Video editing
 - District to provide further instructions on content and final deliverable.

Inclusions:

- Ryka UAS to provide all equipment inclusive of sUAS, sensors, cameras, and boat required to properly survey the bodies of water.
- Time/Travel/Materials
- Required FAA waiver for flight.
- Video and photos of flight. Content and layout of final report tbd by District.

Exclusions:

- Property owner consent if required. Note, Title 14 CFR Part 107 of FAA sUAS standards no longer requires a 500' setback from persons not involved with the UAS project, but there may be privacy concerns. District to determine if notice should be sent.
- Any applicable access costs due to weather or other obstructions will be in addition to the quoted price.

Survey and Data Collection: \$4,950.00

Post Video Editing and Final Report: \$1,000.00

Quote Total: \$5,950.00

Should you approve this quote, please forward a PO to jpierce@rykauas.com. Payment is due 30 days from receipt and acceptance of final deliverable.



Mark McGinnis
Skyward Services, LLC
2223 Aberdeen
Butte, MT 59701
June 17, 2016

Black Lake Special District
Lake Stintzi, Chair
120 State Avenue NE, #303
Olympia, WA 98501

Dear Black Lake Special District:

You recently requested pricing information from our company. Here is our estimate:

Service	Rate	Est. cost
4K optimal altitude footage of Belmont Road Bridge to RW Johnson Boulevard Southwest (approximately 2.3 miles possible)	\$250 per ¼ mile	\$1,000
4K low altitude 'flyarounds' of river obstructions	\$150 per object	\$600
4K optimal altitude footage of perimeter of lake (approximately 6.0 miles)	\$100 per mile	\$600
4k optimal altitude footage of Black River, other tributary creeks, etc.	\$250 per ¼ mile	\$1,000
Travel, lodging, per diem	\$500 per day	\$1,000
Post Editing (PS, image enhancement, cropping, photo control, etc.)	\$100 per hour	\$200
	Total	\$4,400
(complimentary flyarounds, post editing, lodging)	Discounts	(\$1,000)
	Grand Total	\$3,400

Because we haven't had the pleasure of doing business with you before, we have offered a number of discounts to express how much we'd like to serve you: If you confirm this estimate within 14 days of the date on this letter, we'll give you a discount of 5% on your order.

Thank you for giving us the opportunity to bid for your business. We produce quality outcomes and will work to ensure you receive the footage and images you need. We look forward to showing you that aerial drone imagery is a valuable tool for planning and decision-making

Sincerely,

Mark McGinnis
Founder