



BLACK LAKE SPECIAL DISTRICT

BLACK LAKE SPECIAL DISTRICT MEETING
Thursday, October 15, 2015 • 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 Consent Agenda
*Attachments: September 17, 2015 Regular Meeting Minutes
October 1, 2015 Work Session Meeting Minutes*
5. Resolution 15-01
6. Warrant Requests
*Attachments: Northwest Aquatic Management Invoice #126
Swett & Crawford
OrgSupport Invoice #1095*
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 of Public Meeting

Next Meetings:

Work Session, Thursday, November 5, 5:30 pm (OrgSupport office)
Regular Meeting, Thursday, November 19, 5:30pm (OrgSupport office)



BLACK LAKE SPECIAL DISTRICT

BLACK LAKE SPECIAL DISTRICT MEETING
Thursday, September 17, 2015 • 5:30 pm • [1520-A Irving St](#), Tumwater

MINUTES

1. Roll Call – **Commissioner Stintzi called the meeting to order at 5:30 pm.**

Present: Lake Stintzi
Vernon Bonfield

2. Approval of Agenda – **The agenda of the September 17th meeting was moved, second; passed unanimously.**
3. Public Communication
4. Approval of Consent Agenda

Attachments: August 20, 2015 Regular Meeting Minutes
September 3, 2015 Work Session Meeting Minutes

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

5. Alum RFP – The Commissioners reviewed the Alum RFP. Additional elements beyond those already included in the Herrera proposal were added. The Commissioners concurred the document is ready for release. *OrgSupport will distribute the RFP September 18th.* The commissioners amended the RFP to state, “This RFP is not seeking proposals for alum application, only management and oversight.” **Commissioner Bonfield moved approval and immediate release of the RFP as amended, second by Commissioner Stintzi; passed unanimously.**
 - a. Terry McNabb is willing to conduct the alum treatment and to meet with the Commission to further discuss the process.
6. Postcard
 - a. Approval – **Commissioner Stintzi moved approval of the postcard as presented for release, second by Commissioner Bonfield; passed unanimously.**
 - b. Release Date – The Commissioners requested release of the postcard during the week beginning September 21.

7. Warrant Requests

Attachments: Thurston GeoData Center Invoice #25-1508-99
BGWP Invoices #52375 & 51361
OrgSupport Invoice #1041

Commissioner Bonfield moved approval of Item 7, Warrant Requests, excluding #51361, second by Commissioner Bonfield; passed unanimously.

8. Reports and Referrals
 - a. Commissioner Stintzi reported according to the controlling legislation, the special district may conduct its own election. Research is underway to determine the cost and benefits of conducting the election.



BLACK LAKE SPECIAL DISTRICT

9. Adjournment of Public Meeting – **With no further business to come before the Special District, Commissioner Stintzi adjourned the meeting at 7:00 pm.**

Next Meetings:

Work Session, Thursday, October 1, 5:30 pm (OrgSupport office)
Regular Meeting, Thursday, October 15, 5:30pm (OrgSupport office)

DRAFT



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Work Session
Thursday, October 1, 2015 • 5:30 pm • [1520-A Irving St](#), Tumwater

MINUTES

1. Roll Call

Commissioner Stintzi called the meeting to order at 5:40 pm.

Present: Lake Stintzi
John Henkle
Vernon Bonfield

2. Approval of Agenda

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

3. Public Communication

Tim Erickson testified that the original legislation proposed by Senator Tim Sheldon remains 'alive,' though requires an amendment to make it retroactive to the beginning of the BLSL. Mr. Erickson further reported the legislation will require drafting a new section for a Lake Water Quality Management District.

4. Informational Materials (No Action Required)

Attachments: September 17, 2015 Regular Meeting Minutes
Financials

5. RFP Update – The BLSL received more than one letter of intent to respond to the RFP.

6. Warrant Requests

Attachments: Northwest Aquatic Management Invoice #126
Swett & Crawford
OrgSupport Invoice

The commissioners requested the warrant requests be placed on the September meeting agenda for approval. *Commissioner Stintzi will call the Swett & Crawford firm for additional information on the policy.*

7. Reports and Referrals

- a. Commissioner Bonfield asked Mr. Erickson to report on the activities of Save Black Lake. The group is focusing on communication with lake residents and generating interest in enhancing the water quality of the lake. Several events are planned for the coming year.
- b. Commissioner Stintzi reported the county will charge approximately \$8,000 for the election process (balloting). An outside firm was considering providing an election manual and election process management but has declined to bid given the timing of the pending election. *Commissioner Stintzi will bring a resolution to the October 15 meeting identifying the county as the entity to run the election. OrgSupport will add Election Process to the October regular meeting agenda.*
- c. Commissioner Stintzi reported he met with Thurston First Bank and the positive response the bank had to the possibility of Thurston First working with BLSL to fund the alum treatment project.

8. Items from the Floor

- a. *OrgSupport will add Legislative Agenda Planning to the November work session agenda.*



BLACK LAKE SPECIAL DISTRICT

- b. *OrgSupport will seek additional insurance quotes to compare to the Swett & Crawford quote for coverage.*
9. **Commissioner Stintzi recessed the meeting at 6:45 to executive session for not more than one hour to discuss matters of potential litigation. Commissioner Stintzi ended the executive session at 7:40 pm.**
10. Adjournment of Public Meeting

Commissioner Stintzi adjourned the meeting at 7:40 pm.

Next Meetings:

Regular Meeting, Thursday, October 15, 2015 5:30pm (OrgSupport office)
Work Session, Thursday, November 5, 2015, 5:30pm (OrgSupport office)

RESOLUTION #15-01

A RESOLUTION OF THE BLACK LAKE SPECIAL DISTRICT GOVERNING BOARD (BLSD) CALLING FOR THE ELECTION OF ALL BOARD MEMBERS AND REQUESTING THE THURSTON COUNTY AUDITOR TO CONDUCT THE 2016 GENERAL ELECTION

WHEREAS, RCW 85.38.125 provides a special district may contract with the County Auditor to conduct elections; and

WHEREAS, RCW 85.38.070 provides the initial governing body of a special district shall serve until their successors are elected and qualified at the next special district general election. The next general election will occur on 2/2/2016.

At the election the first elected members of the governing body shall be elected. No primary elections may be held.

Candidate filings must occur at least 30 days but not more than 60 days before an election. Filings must be accomplished in writing. The ballots will list candidates alphabetically. The candidate receiving the greatest number of votes shall have a six-year term, the candidate receiving the second greatest number of votes shall have a four-year term, and the candidate with the third greatest number of votes shall have a two-year term of office; and

WHEREAS, RCW 85.38.110 requires the special district to maintain a list of presumed eligible voters and provide it to the County Auditor by the first day of November preceding a general election. The list shall include the parcel number, owner names and owner mailing addresses and whether they are known to be registered voters;

NOW THEREFORE IT IS HEREBY RESOLVED:

Section 1. The BLSD requests the county auditor to conduct this election at a cost not to exceed \$_____. The ballot method shall be "mail-in" as customarily used in Thurston County.

Section 2. The BLSD will provide a list of presumed eligible voters by 11/1/2015 to the County Auditor. The list shall be an extract from Thurston County's GEODATA service, in EXCEL format, to include parcel numbers, owner names and mailing addresses.

Section 3. After consultation with the County Auditor, other dates/events for the general election are as follows:

November 1	Voter list from BLSD to Auditor
November 20	Post card from BLSD to district parcel owners about election events/dates
December 14 – 18	Auditor receives candidate filings
January 3	Auditor establishes voter registration cut-off
January 13	Auditor sends ballots to post office
February 2	Election Day (last day of ballot post marks)
February 12	Auditor election certification

ADOPTED by the b by the Black Lake Special District Governance Board, this

_____ day of _____, 2015.

Lake Stintzi

Vernon Bonfield

John Henkle

ATTEST:

Northwest Aquatic Management, LLC

19925 Tahoma Circ SW
Rochester, WA 98579

Invoice

Date	Invoice #
7/28/2015	126

Bill To
Black Lake Special District Attn: Lake Stintzi 120 8th Ave NE #303 Olympia, WA 98501

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Submerged Weed Harvesting	9,210.00	9,210.00T
	Commercial Use Permit- Public Boat Launch	250.00	250.00T
	Sales Tax	7.90%	747.34
		Total	\$10,207.34

Public Officials Management & Employment Practices Liability

This quotation for coverage is subject to the terms and conditions of the specified insurance company forms currently in use including any listed amendatory endorsements. THIS QUOTATION FOR COVERAGE MAY NOT CONFORM TO THE TERMS AND CONDITIONS REQUESTED. Should a change in insurance company be involved, terms and conditions may vary from those currently in force. A copy of the form to be used is available upon request. You acknowledge that Swett & Crawford or one of its affiliates is acting as a wholesale insurance broker in connection with this placement. Specifically, it (1) is acting on your behalf (and you are transacting on behalf of the consumer), (2) is working as a wholesale broker to obtain appropriate quotes and/or placements on your behalf, (3) may be charging a broker fee for its services as set forth in the indication, quote and/or binder and (4) may be entitled to receive compensation from the insurer for the purchase of insurance. As the retail broker, if you choose to deliver documents electronically to the insured, you acknowledge that you have obtained the consent of the insured in accordance with applicable law.

Proposed Insured: Black Lake Special District
120 State Avenue NE # 303
Olympia, WA 98501

Application #: APP116102101

Thank you very much for your submission. Based upon the information received and subject to the limitations outlined below, we are pleased to offer the following:

QUOTATION

Coverage: See coverage form DRWN POL 1000 (01/2012) for terms, conditions and limitations

Form: Claims Made

Retro Date: Inception

Insurer Information: Allied World Surplus Lines Insurance Company
Member of Allied World Assurance Group
Best Rating: A XV
Surplus Lines Insurer

Filings / Taxes: Broker Handles Filings

Quotation / Indication valid until: 11/16/2015

If we are offering coverage on a surplus lines basis, the agent is responsible for handling of filings unless we note otherwise on this quotation. If we have provided terms using bid specifications or an application other than ours, the quote is subject to change pending review of a completed and signed PGU application.

Public Officials Management & Employment Practices Liability

Proposed Insured: Black Lake Special District

Terms	Limits	Retentions each claim including LAE	Premium
Public Officials Management	\$1,000,000	\$2,500	\$2,000.00
Employment Practices Liability	N/A	N/A	N/A
Policy Aggregate	\$1,000,000		
Non-Monetary Coverage - Defense Only	\$50,000	\$2,500	Included
Non-Monetary Coverage - Defense Only Aggregate	\$100,000		
Crisis Management	\$25,000	\$5,000	Included
Features/Enhancements			
Punitive Damages		See Retentions Above	Included
Personal Injury		See Retentions Above	Included
Third Party Wrongful Acts		N/A	N/A
Back Pay / Front Pay		N/A	N/A
Loss of Earnings		See Retentions Above	Included
Optional Increased Limits			Additional Premium
	2,000,000 CSL		N/A
	3,000,000 CSL		N/A
	4,000,000 CSL		N/A
	5,000,000 CSL		N/A
Premium, Fees and Taxes			
	Total Premium:		\$2,000.00
	Policy Fee :		\$195.00
	Total Cost:		\$2,195.00
	Broker Fee:		\$ 250.00
	Stamping Fee:		\$ 2.45
	Surplus Lines Tax:		\$ 48.90

Proposed Insured: Black Lake Special District

SUBJECTIVITIES - WE MUST BE PROVIDED WITH THESE ITEMS BEFORE COVERAGE CAN BE BOUND:

Reminders:

A written request is required to bind coverage. We will not cancel flat after inception date.
 Backdating of coverage is not allowed. Engineering Fee is non-refundable.
 See attached Coverage Features attachment for additional information.
 Limits, deductibles, terms and conditions quoted do not necessarily match those requested.
 This proposal contains a brief outline of coverages to be included in any policy that may be issued in the future.
 This is only a summary and the Terms and Conditions of any policy will take precedence over any proposal.
 Minimum Earned Premium is the GREATER of \$1,500 or 25% of annual premium.

Applicable Forms: (Other forms may apply. Consult Underwriter for details.)

DRWN POL 1005	Public Officials Liability and Employment Practices Liability Insurance Policy Declarations
SAA-100	Schedule of Policy Forms and Endt's.
DRWN POL 1000	Public Officials and Employment Practices Liability Insurance Policy
s1006 DSI	Service of Suit
PGU 1010	Delete Insuring Agreement B, Employment Practices Liability Coverage
PGU 1052	Minimum Earned Premium Upon Cancellation

Comments:

The Nonadmitted and Reinsurance Reform Act (NRRA) was enacted into law in July 2010 as part of the Dodd-Frank Wall Street Reform and Consumer Protection Act and became effective in July 2011. A number of states have revised their laws and regulations to conform to the new law, and many more have legislation or interpretive guidance pending. The new state laws focus on surplus lines premium taxation and/or other issues addressed by the NRRA. Because of the changing rules and new laws, we may modify or update taxes or other items needed with this policy. You acknowledge that the actual applicable surplus lines taxes and/or fees may therefore be different than those shown on this document, and your acceptance of this constitutes your agreement to pay any additional amount that may be required by the state.



**Professional
Governmental
Underwriters, Inc.**
The Authority.

Public Officials Management & Employment Practices Liability

Coverage Features	We welcome a comparison!	
	PGU - The Authority	The Others
Defense in Addition to Limit	Both Options Available	
Covers D&O, E&O and EPL	x	
Sublimit for Defense for Non-Monetary claims	x	
Modified Consent to Settle Clause with only 40% co-insurance requirement for insured	x	
Business Invitee (Third Party) Liability covering Emotional Distress, Sexual Harrassment, Discrimination and other allegations	x	
Broad definition of Loss including Back and Front Pay and Punitive Damages with a most favorable venue	x	
Broad definition of Wrongful Act including Personal Injury	x	
Broad definition of Claim including coverage for regulatory proceedings, arbitration hearings and EEOC hearings, subject to exclusions	x	
Severability of the Application for all individual insureds for all exclusions (not just personal profit and fraud exclusions)	x	
75-day free mini-tail	x	
Bi-Lateral ERP options of 1, 2 and 3 years	x	
Policy Non-Cancelable mid-term by carrier, except for non-payment of premium	x	
True Worldwide Coverage	x	
Sub-limit for Wage & Hour (FLSA)	Optional	
Sub-limit for Crisis Management	x	
Sub-limit for Fiduciary Liability	Optional	
24/7 Toll-free and on-line access to Employer HELPLINE for employment law and HR support	x	

This document is intended to summarize key coverage features generally available.

It does not summarize your quotation / indication.

Please review the entire quotation / indication and policy form and endorsements for specific details.



OrgSupport

120 State Avenue NE, #303
Olympia, WA 98501

Invoice

Date	Invoice #
10/1/2015	1095

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

Description	Qty	Rate	Amount
Contract Services - October	1	2,500.00	2,500.00
Printing B&W	227	0.10	22.70
Printing Color	58	0.25	14.50
Stamps	3	0.49	1.47
Postcard Mailing	1	569.20	569.20
Hosting, Email, Online Services - 2 year renewal	1	264.78	264.78
Total			\$3,372.65