

City of Tumwater
Barnes Lake Management District

Meeting Minutes

November 15, 2006

Main Conference Room, City Hall
555 Israel Road SW
Tumwater, WA 98501

I. Call to order

Kathy Peterson called to order the regular meeting of the Barnes Lake Steering Committee (BLMD-SC) at 6:00 p.m. on November 15, 2006 in the Main Conference room of City Hall.

II. Roll call

Kathy Peterson conducted a roll call. The following Steering Committee members were present: Ron Lumaguip, Bob Hayes, Judith Loft, Paul Strawn, Rosemary Walsh, and Staff Representative Smith. Committee members John Swander and Bill Baxter and were not present. Bill Baxter notified Staff Rep. Smith that he would be unable to attend.

Lake Management District Members
Gary Bodeutsch – Daisy Lane

III. Approval of minutes from last meeting

The Committee reviewed minutes prepared for the regular meeting conducted in October 2006. The minutes were approved as written.

IV. Public Comment Period

No comments.

V. Additions to Meeting Agenda

No additions.

VI. Open issues

a) 2007 Work Plan

Staff Rep. Smith provided copies of a draft work plan for 2007 and reviewed the initial elements with the group. Smith requested that the Steering Committee provide comments to him over the next two months to stay on track with final adoption from the Steering Committee at the January 24, 2007 meeting. Once the Steering Committee has approved a final version, Staff Rep. Smith will forward the document to the Tumwater City Council for their consideration and adoption.

b) Review of IAVMP Implementation Plan

Staff Rep. Smith reviewed progress to date of the Implementation/Action Plan of the IAVMP. Smith expects to have the draft plan complete by the January 24, 2007 Steering Committee meeting for final review and acceptance. Once the Steering Committee has accepted the final draft, Smith will take the entire plan to Council for their consideration. Copies of the draft plan to date will be mailed to Committee members not present at the meeting.

c) Review of 2006 Budget and outstanding assessments

Staff Rep. Smith reviewed the 2006 budget with the Steering Committee. To date, \$2,644.59 has been spent from the LMD fund, which includes permit fees, assessment collection costs, and water quality monitoring. The permit fees will increase to \$338 in 2007. The \$1,220 billed for assessment collection appears to be a final bill, as the Finance Dept. has not seen any new invoices from the contractor. Costs for assessment collection may also be less in future years. Other expenses include \$48.77 for educational materials.

Smith reviewed the most current assessment information provided by the City's Finance Department. No new funds were collected since the previous meeting. To date, \$15,286 has been collected, which includes letter fees to delinquent LMD members. \$2,019 remains to be collect for the 2006 year.

d) Review of water quality monitoring program

Staff Rep. Smith reviewed the most current information provided by the City's Finance Department regarding the collection of assessments. No new funds were collected since the previous meeting. To date, \$15,887.00 has been collected, which includes letter fees to delinquent LMD members. \$3,131 remains to be collect for the 2006 year.

VII. New business

a) Development of other invasive weed plans

Chair Peterson requested that this item be tabled to the May 2007 meeting for discussion at that time. All agreed.

b) Considerations and review of draft budget for 2007

Staff Rep. Smith requested the Steering Committee to consider any items they would like to see added to the budget for 2007, such as equipment, educational materials, etc. Smith provided Steering Committee members with a draft budget for 2007, showing estimated "carry-over" funds. Several costs for management activities are purely estimates; once proposals are received in early January 2007, these costs will be better defined.

c) Clarification on new Steering Committee members

Staff Rep. Smith reviewed the process necessary to confirm new members to the Steering Committee. The Charter states the maximum number of

representatives from the neighborhoods and outlines the administrative actions necessary to allow a new member on the Steering Committee.

If a vacancy exists, an interested individual is to prepare a written statement expressing their interests and submit it to the Committee Chair. The Steering Committee will review the letter and either accept or decline the application. If accepted by the Steering Committee, the individual must have the appointment confirmed by the Mayor and the City Council.

If a vacancy does not exist, the Steering Committee may choose to permit the individual to participate on an "alternate" basis, meaning that the individual may participate at meetings, but will not have an official right to vote on issues before the Committee. The Alternate may issue by-proxy votes in the stead of the Primary Steering Committee member, so long as the Primary provides written declaration to either the staff representative or Committee Chair prior to the vote taking place.

The Steering Committee requested Staff Rep. Smith to prepare the application form and revise the language currently on the web site to reflect vacancies exist.

d) **2007 meeting dates**

Chair Peterson requested Steering Committee members consider dates for meetings in 2007. Peterson stated that the only truly firm date that must be met is the January 24 and February 7 meetings, as that will be the time to review the IAVMP plan and RFPs for lake management, and select a contractor for the vegetation management program.

Meetings in 2007 will tentatively take place on the 3rd Wednesday of each month, with the exception of the November meeting. The meeting in November 2007 will be held on the 14th.

VIII. Adjournment

Chair Peterson adjourned the meeting at 7:26 p.m. The next meeting will be held on January 24, 2007, at City Hall.

Minutes submitted by: Dan Smith, Staff Representative

Minutes approved by: Barnes Lake Management District Steering Committee