

***City of Tumwater***  
***Barnes Lake Management District***

***Steering Committee Meeting Minutes***

January 23, 2008  
6 p.m. – 8 p.m.

**Tumwater City Hall**  
**555 Israel Road SW**  
**Tumwater, WA 98501**

**I. Call to order**

Chair Peterson called to order the regular meeting of the Barnes Lake Steering Committee (BLMD-SC) at 6:00 p.m. on January 23, 2008 at the Tumwater City Hall.

**II. Roll call**

The following members were present: Chair Kathy Peterson, Vice-Chair Ron Lumaguip, Bill Baxter, Gary Bodeutsch, Bob Hayes and Staff Representative Smith. Judith Loft, John Swander and Rosemary Walsh were not present.

**III. Additions to the Meeting Agenda:**

A brief discussion took place detailing the success of the “Parade of Lights”, an annual holiday event where lights are strung from kayaks, canoes, and other non-motorized vessels for a trip around the lake. This year’s event was organized by LMD member Linnea Simmons and was well attended.

**IV. Approval of minutes from last meeting**

BLMD-SC members accepted the December 2007 meeting minutes unanimously.

**V. Open Issues**

**a) Vegetation Management Summary Report Review & Approval (Action Item)**

Smith provided copies of Northwest Aquatic Eco-System’s (NWA) revised 2007 Treatment Summary Update. Smith stated that the plan has been revised to incorporate the comments provided by the Steering Committee during the initial review of the plan in December. The report summarizes of the treatment actions, completed surveys, and maps developed during the course of the initial treatment season.

The Steering Committee reviewed the plan and revised recommendations for 2008. A motion was made by Hayes to accept the report provided that minor editorial revisions were complete. Motion was seconded and approved unanimously.

Staff Rep Smith stated that he would follow up with NWA to address the comments. Once a final copy is received, the report would replace the current version on the City’s website.

**b) NWA Insurance Review**

Steering Committee member Rosemary Walsh requested clarification on NWA's insurance charges, including coverage and applicability to Barnes Lake. Smith reported that he followed up with Doug Dorling, finding that NWA is required to carry insurance for work on any and all lakes, with individual coverage for each lake. The City of Tumwater also requires insurance for any contractor providing service. The coverage is for professional liability, negligence and damages caused by the work performed. The charges to the LMD represent the portion of the insurance costs applicable only to Barnes Lake.

**c) Update on City of Tumwater Parks Plan**

Chair Peterson reported that the Tumwater Parks Plan, a guiding document for the Parks Department over the next 20 years, has been approved by the City Council earlier this month. The recommendations worked on by members of the LMD Steering Committee with the Parks Dept. have been incorporated into the plan. Hayes asked when the final plan will be completed and posted on the city's website. Smith stated that he would follow up with Director Denney as to when the final plan would be available. [Post meeting follow-up: Director Denney reported that the plan will be available on the city's website no later than February 1<sup>st</sup>.]

**d) Lake Level Gauge Installation**

Smith reported on two options provided by the city's consultant, Golder Associates, who will be responsible for purchase and installation of the equipment.

Option 1: Basic, functional gauge secured to a metal post in an optional (dependent upon site conditions) concrete footing with stage measurements attached. This could be located on shore if a trench were cut from the lake to ensure a direct hydraulic connection. This gauge would be read periodically by LMD volunteers and data would be provided to the City.

Option 2: Sophisticated gauge including a transducer, datalogger and a lockable, metal security box. This type of installation would ensure collection of accurate measurements and provide a record of the dynamic response to precipitation and recession curves, which could provide meaningful insight for the City-sponsored project assessing groundwater/surface water hydraulic continuity.

Smith stated that, while his preference would be for the more technological approach, both devices would provide the necessary data. For equipment costs only, Option 1 totals less than \$500, while Option 2 would be closer to \$2,500.

After discussion on the pros and cons of each option, Hayes made a motion to move forward with Option 1, pending a more comprehensive scope provided by Golder Associates detailing labor costs.

**e) Budget and Assessment Update**

Smith reported that no new payments have been made on the assessments since the last meeting. The current 2007 collected amount is: \$16,053. As of December 31<sup>st</sup>, there have been no additional payments to the Barnes Lake Accounts. There are 5 outstanding payments from 2006 = \$816. In 2007, there were 11 outstanding payments = \$1,565. In total, \$2,381 remains outstanding.

Smith reviewed the final budget numbers for 2007. A copy of the budget is attached.

f) **Lien Process Update**

Smith provided the following update, as reported by the Finance Department. There were several properties that did not pay in 2006 and liens were placed on their property. Some have since satisfied their fees, but currently, there are 4 still outstanding. The amount of the assessments owed on these properties is \$624 (there are additional fees associated with the collections process, but that is not part of the total assessments due the LMD). The remaining 4 properties still owe for 2007 as well, again totaling \$624. There are an additional seven properties that have not paid in 2007, totaling \$845. One resident has paid a partial amount, but still owes \$57 for 2007. All totaled, the outstanding amount for 2006 and 2007 is \$2,150.

VI. **New Issues**

a) **US Boat Foundation Grant Application**

Smith reviewed the potential for grant funding from the US Boat Foundation in the amount of \$4,000 for public education and outreach. As this funding opportunity focuses on motorized boater education, it was determined that the resources needed to prepare an effective program aimed at non-motorized boating would not score the points needed to win grant funding. No further action is planned.

b) **2008 Work Plan Acceptance (Action Item)**

The Steering Committee reviewed the 2008 work plan and provided recommendations for inclusion and revision of the plan for the coming year. The Steering Committee accepted the draft 2008 Work Plan with the revised schedule and directed Staff Rep Smith to provide Council an overview of the work plan and budget to Council in February 2008 for their approval.

c) **2008 Budget Acceptance (Action Item)**

Smith reviewed the draft budget for 2008. The income rolled over from previous years equals \$22,677. Income for 2008 is projected at \$17,305 – the total annual assessments. Expense categories include: \$1,440 for assessment collection, \$6,000 for supplies (operating and administrative), \$25,000 for vegetation management, \$6,000 for water quality monitoring, \$400 for permitting costs and \$1,142 reserved for miscellaneous expenses. Total expenses equal \$39,982.

The budget was discussed and approved unanimously. Smith stated he would prepare to take the budget and work plan forward to Council in February 2008.

d) **Equipment Purchases for Aquatic Weed Removal**

Chair Peterson expressed interest in purchasing an aquatic weed rake for use by LMD members to address the growing concern of bladderwort, a non-native and carnivorous aquatic weed. The draft 2008 budget earmarks funds available for the purchase of supplies to assist the LMD in controlling aquatic vegetation. Smith stated that sufficient equipment is available for use by volunteers, but storage/check-out procedures will have to be worked out. The Steering Committee directed Smith to purchase the equipment with a maximum budget of \$200.

e) **Setting Meeting Dates for 2008**

The committee reviewed the meeting dates for 2008. All members acknowledged that the 3<sup>rd</sup> Wednesday of each month worked well and agreed to continue meeting on that schedule. A discussion on whether to continue scheduling monthly meetings is prudent or whether meeting should be scheduled less frequently during the treatment season. Chair Peterson suggested that the monthly dates be reserved as meetings can be cancelled should the need arise. All members were in favor.

**VII. Adjourn**

Chair Peterson adjourned the meeting at 7:30 p.m. The next steering committee meeting will be held on February 20, 2008, at the Tumwater City Hall.

Minutes submitted by: Dan Smith, Staff Representative

Minutes approved by: Barnes Lake Management District Steering Committee

