



BARNES LAKE MANAGEMENT DISTRICT MEETING AGENDA

Online via Zoom

**Wednesday, March 09, 2022
6:00 PM**

1. Call to Order
2. Introductions and Agenda Review
3. Approval of Minutes
 - [a.](#) February 16, 2022 Steering Committee Meeting Minutes
4. Public Comment
5. Member Comment
6. Lake Management
 - [a.](#) NWAES Update (Dorling)
 - [b.](#) Lake Levels (Kangiser)
7. General Business
 - [a.](#) 2022 Budget (Smith)
 - [b.](#) 2022 Work Plan (Smith)
 - [c.](#) Listening Session Debrief (Steering Committee)
4. Next Meeting Date - 05/11/2022
5. Adjourn

Remote Meeting Information

To comply with Governor Inslee's Proclamation 20-28, the City of Tumwater meetings will be conducted remotely, not in-person, using a web-based platform. The public will have telephone and online access to all meetings.

Watch Online

<https://us02web.zoom.us/j/82996031961?pwd=WkxZTkZ0dnJ5WEN2bG50dEQvMDNKQT09>

Listen by Telephone

Call (253) 215-8782, listen for the prompts and enter the Webinar ID 829 9603 1961 and Passcode 486896

Post Meeting

Audio of the meeting will be recorded and later available by request, please email CityClerk@ci.tumwater.wa.us

Accommodations

The City of Tumwater takes pride in ensuring that people with disabilities are able to take part in, and benefit from, the range of public programs, services, and activities offered by the City. To request an accommodation or alternate format of communication, please contact the City Clerk by calling (360) 252-5488 or email CityClerk@ci.tumwater.wa.us. For vision or hearing impaired services, please contact the Washington State Relay Services at 7-1-1 or 1-(800)-833-6384. To contact the City's ADA Coordinator directly, call (360) 754-4128 or email ADACoordinator@ci.tumwater.wa.us.



BARNES LAKE MANAGEMENT DISTRICT MEETING MINUTES

Online via Zoom

Wednesday, February 16, 2022

6:00 PM

1. Call to Order

2. 6 PM – Introductions and Agenda Review

Committee Members: Gary Bodeutsch (Chair), Linnea Madison (Co-Chair), Lalani Shelton, Dana Day, Tom Sparks, Kathy Peterson, Jody Keys, Rusty Weaver, Dave Kangiser (Water Resources Specialist), Dan Smith (Water Resources and Sustainability Director),

Guests: Tom Oliva, Doug Dorling (NWAES Consultant), Brianna Feller (Community Engagement Specialist).

3. Approval of Minutes

a. January 12, 2022 Steering Committee Meeting

Member Peterson motioned to accept the minutes as written. Member Keys seconded the motion and the vote was unanimous to adopt the January 12, 2022 minutes.

4. Public Comment

None

5. Member Comment

Member Day commented that the lake looks beautiful!

Member Weaver commented the he has been gone for 5 months and the lake looks gorgeous. Plants look like they are ready to emerge.

Member Shelton has noticed a large black bird with a yellow beak and is unsure what they are. There was discussion if they could be cormorants.

Member Peterson wanted to clarify meeting dates for remainder of the year.

- *March 9th – regular meeting/listening session debrief*
- *March 17th – Public Works Committee for recommendation of rate increase.*
- *April 5th and 19th - Full Council for rate increase adoption.*
- *May 11th - regular meeting*
- *June 8th - regular meeting*
- *September 14th - regular meeting*
- *November 9 - regular meetings*

6. Lake Management

a. NWAES 2022 Scope of Work and Contract (Smith/Dorling)

Director Smith notified the LMD Steering Committee that the current contract for NWAES is still valid for 2022.

b. Lake Access agreement (Smith/Day)

Director Smith reviewed the 2022-2023 Right of Entry Agreement for lake access at Member Day's property for NWAES to perform treatments in exchange for an assessment waiver for Member Day. Member Day approved of the agreement. Member Day would like to work with Consultant Dorling to maintain the access.

Member Peterson motioned to approve the Right of Entry Agreement. Member Weaver seconded the motion and the vote was unanimous to approve the right of entry agreement with Member Day.

c. Lake Levels (Kangiser)

Specialist Kangiser and Member Sparks attempted to download water level data from the shoreline of the Condominiums, but the data is not accessible from the shoreline. Specialist Kangiser was able to get the data using a kayak instead.

Specialist Kangiser reviewed lake level data. Lake levels appear to be stabilizing after they dropped from previous high during the wet first week in January. Temperature graph showed a high temperature in late August of 72 degrees and the current low is 48 degrees.

7. General Business

a. 2022 Work Plan (Smith)

Director Smith reviewed the 20200 Work Plan. Member Weaver motioned to accept the Work Plan as written. Member Peterson seconded the motion and the vote was unanimous.

b. 2022 Budget (Smith)

Director Smith reviewed the budget. Member Peterson motioned to accept the budget as written. Member Weaver seconded the motion and the vote was unanimous.

c. Member Outreach Newsletter Updates (Assigned Committee Members)

Steering Committee Members commended Member Peterson and others who participated for a great effort in putting together the newsletter. Member Weaver commented the he likes the colors chosen. Specialist Feller was instrumental in getting the newsletter over the finish line. Several Steering Committee Members agreed that she deserves a bonus. The next newsletter should be going out in the fall to notify LMD members about assessments. There were challenges with getting comments back but momentum seemed to increase through the editing process. Member Weaver indicated that he might have some photographs from 2007 and asked if the City would like copies. Member Peterson has some photos from 1993. Director Smith said all photos could be sent to him for filing. Steering Committee members will reach out to neighbors to see if there are other photos available. Specialist Feller would like to join the September Steering Committee Meeting to help prepare for the next newsletter to go out.

d. Listening Session Preparation (Bodeutsch/Smith)

Next Monday (February 28) is the target date to get Listening Session announcement out. Specialist Feller will send a "panelist" link to Steering Committee Members for the listening session. Attendees should be directed to the newsletter or the website to access the Listening Session.

- i. *Meeting structure/agenda*
 - a. *Steering Committee members agreed that a “Webinar” format would be the best platform on Zoom for the Listening Session. This would allow for a bit more control of the meeting attendees and presenters. Specialist Feller would like to meet with Steering Committee representatives who are speaking at the Listening Session to go over talking points and terminology. Listening Session presenters include: Member Peterson, Member Sparks, and Chairman Bodeutsch.*
- ii. *Visual aids and talking points:*
 - a. *Most are already on the FAQ sheet. Additional concerns from neighbors should be sent to Specialist Feller.*
- iii. *Treatment explanation:*
 - a. *Consultant Dorling can give brief summary, keeping the conversation at a high level. Director Smith can also be available to give high level presentation. Consultant Dorling would be available for technical questions. There are other lakes in the region that have LMD but only one in Tumwater*
- iv. *Fee money allocation:*
 - a. *Director Smith can give a brief overview of funding allocation and forecasts. There is a cap of \$856,000 for the life of the LMD. Director Smith checked the forecasts at the 5% annual increase and the LMD should remain under the \$856,000 threshold.*
- v. *Listening session question brainstorming:*
 - a. *What can the LMD treat and what can private property owners treatment?*

8. Adjourn

Chairman Bodeutsch adjourned the meeting at 7:18 PM.

2022 Steering Committee Meeting Dates

January 12	February 16	March 2 (Listening Session)	March 9	March 17 (PW Committee)
April 5th and 19th (Council)	May 11	June 8	September 14	November 9

Expense BudgetBarnes Lake Management
District**2021**PROJECT
#

2021005

Administrative		BARS #	Budget	Actual	\$ Balance	%
COT Admin		120.30.538.300.91.01	\$ 2,000	\$ 1,333	\$ 667	33%
Printing / Supplies		120.30.538.300.31.00	\$ 500	\$ -	\$ 500	100%
Misc Admin			\$ 250	\$ -	\$ 250	
Operating			Budget	Actual	\$ Balance	%
Contract Services		120.30.538.300.41.08	\$ 13,595	\$ -	\$ 13,595	100%
Vegetation Survey & Mapping			\$ 2,500	\$ -	\$ 2,500	
Vegetation Treatment			\$ 7,250	\$ -	\$ 7,250	
Fish survey			\$ -	\$ -		
Floating Mat Management			\$ -	\$ -	\$ -	
Admin Services*			\$ 3,845	\$ -	\$ 3,845	
Public Outreach		120.30.538.300.33.00	\$ 500	\$ -	\$ 500	
Water Quality Monitoring		120.30.538.300.41.08	\$ 1,800	\$ 551	\$ 1,249	
NPDES Permit Fee		120.30.538.300.49.18	\$ 700	\$ -	\$ 700	
Misc Operating		120.30.538.300.33.00	\$ 500	\$ -	\$ 500	
Operating Reserve			\$ 4,570	\$ -	\$ 4,570	
Total Expenses			Budget	Actual	\$ Balance	
			\$ 19,845	\$ 1,884	\$ 17,961	91%
Total Income			Budget	Actual	as of	
Assessments			\$ 17,305	\$ 15,846	\$ (1,459)	
Misc Credits			\$ -	\$ -		
Fund Balance from Previous Year			\$ 7,110	\$ -		
Total			\$ 24,415	\$ 15,846		
Fund Balance			\$ 4,570	\$ 13,962		



Barnes Lake Management District – 2021 Work Plan

For more information, visit: www.ci.tumwater.wa.us/BLMD.htm

The following tasks are outlined by month. Unforeseen circumstances may delay completion as expected.

January / February

1. ☒ Review 2020 Treatment Summary Report and update IAVMP and work plan as needed
2. ☒ Submit 2021 Annual Work Plan & Operating Budget for Council review and approval
3. ☒ Begin preparation of Member Outreach letter to be distributed in March/April
4. ☒ Begin "Private Lake Treatment" opportunity outreach efforts
5. ☒ Review SOP for volunteer monitoring program

March / April

1. ☐ Distribute outreach postcard (or newsletter) to LMD members relating to 2021 work plan, budget, schedule, and 2020 Treatment Summary Report. Include treatment notice for NWAES
2. ☒ Update/acquire supplies for water quality monitoring program
3. ☒ Complete training of volunteers for summer water quality monitoring program

May / June

1. ☒ Conduct chemical treatment(s) on lake if possible (dependent on growth & water levels)
2. ☐ Contractor to provide floating mats to volunteer property owners for removal, as available.
3. ☒ Conduct aerial photo assessment of lake, as conditions permit
4. ☐ Review Steering Committee Appointments; announce vacancies as needed
5. ☒ Conduct May round of water quality monitoring
6. ☒ Conduct June round of water quality monitoring
7. ☒ Steering Committee's Annual Lake "Walk About"

July / August

1. ☒ Conduct shoreline treatment(s) on lake if possible (dependent on growth & water levels)
2. ☒ Conduct chemical treatment(s) on lake if possible (dependent on growth & water levels)
3. ☒ Conduct July round of water quality monitoring
4. ☒ Conduct August round of water quality monitoring

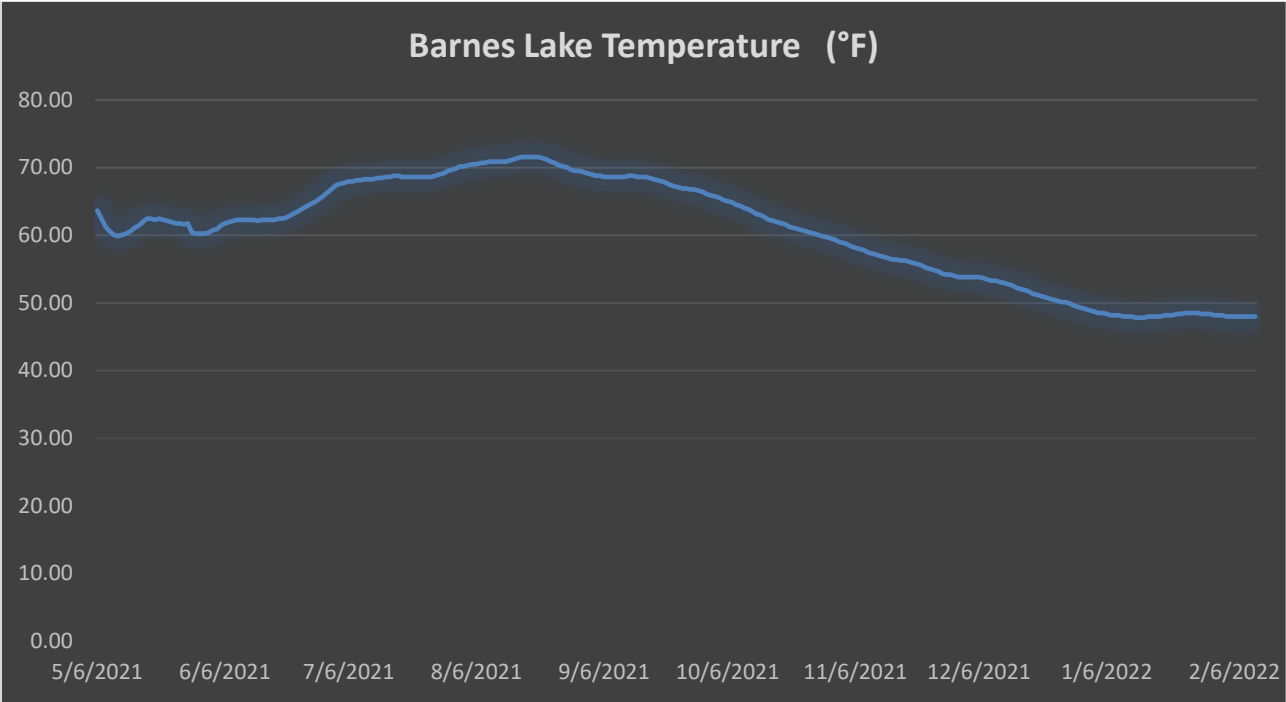
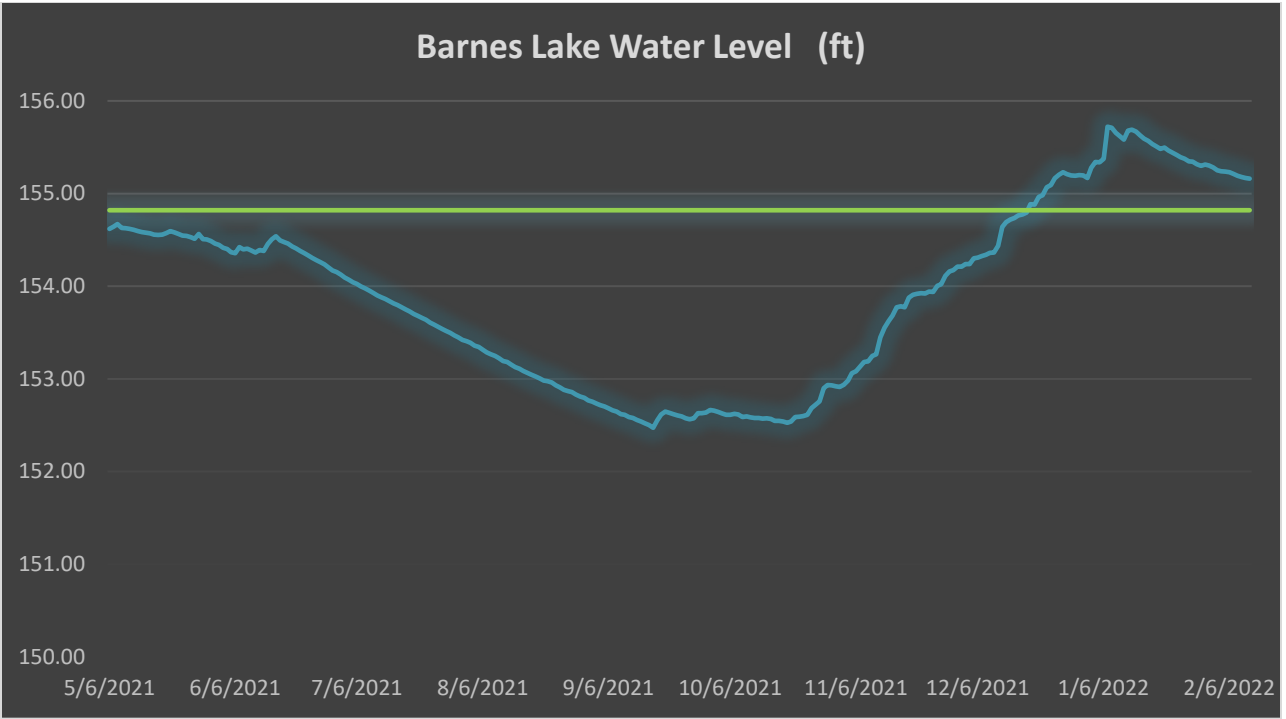
September / October

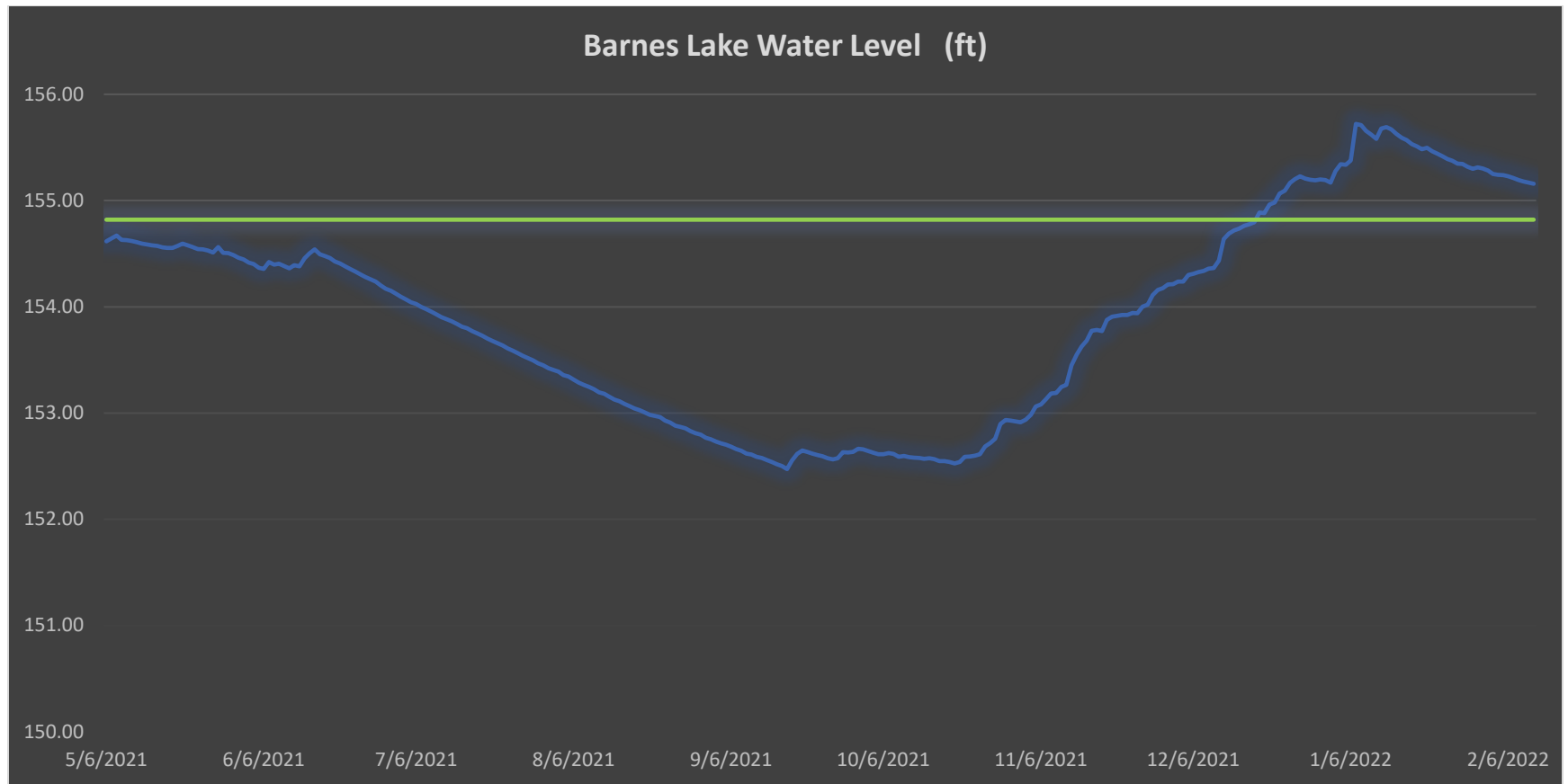
1. ☐ Conduct follow-up aerial photo assessment of lake, as conditions permit
2. ☐ Host annual information meeting for LMD Stakeholders
3. ☐ Conduct September round of water quality monitoring
4. ☒ Conduct final round of water quality monitoring
5. ☐ Update water quality summary report with 2021 data
6. ☐ Review permit compliance needs and requirements for 2022
7. ☒ Review budgetary needs for 2022; revise roll of rates & charges as needed
8. ☐ Submit revised roll of rates and charges to Tumwater Finance Department, as needed

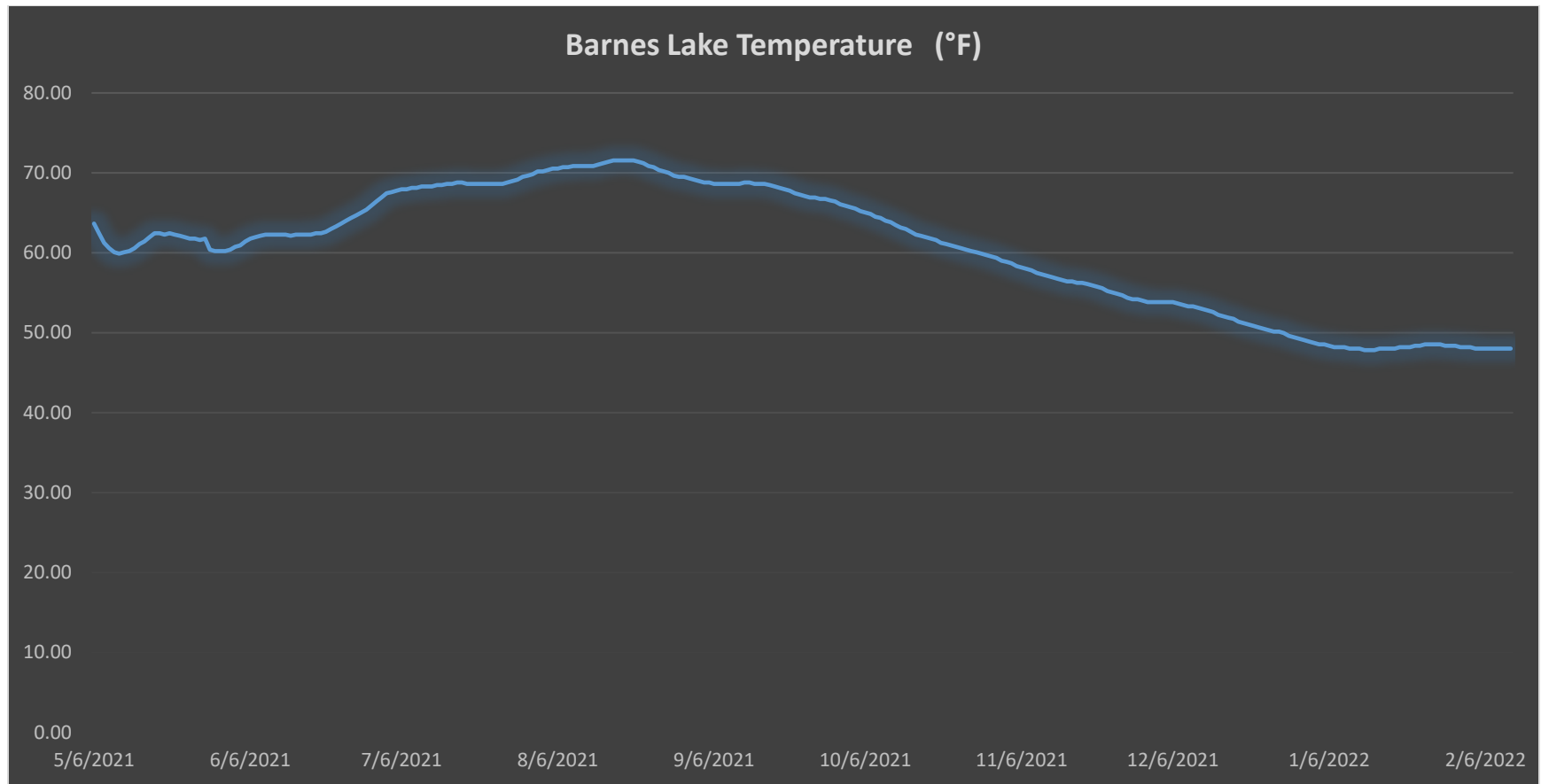
November / December

1. ☐ Develop 2022 work plan based on 2021 activities, LMD needs and available budget
2. ☐ Develop draft Operational budget for 2022
3. ☒ Finalize meeting schedule for 2022
4. ☐ Annual election of Steering Committee officers – Chair, Vice-Chair, Recorder

**** Items in RED signify new, or revised, work plan elements following acceptance by the LMD Steering Committee and Tumwater City Council ****



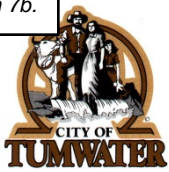




Expense BudgetBarnes Lake Management District **2021**

PROJECT # 2021005

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Operating		Budget	Actual	\$ Balance	%
Contract Services	120.30.538.300.41.08	\$ 13,595	\$ 4,822	\$ 8,773	65%
Vegetation Survey & Mapping		\$ 2,500	\$ 2,000	\$ 500	
Vegetation Treatment		\$ 7,250	\$ 1,207	\$ 6,043	
Fish survey		\$ -	\$ -		
Floating Mat Management		\$ -	\$ -	\$ -	
Admin Services*		\$ 3,845	\$ 1,615	\$ 2,230	
Public Outreach	120.30.538.300.33.00	\$ 500	\$ -	\$ 500	
Water Quality Monitoring	120.30.538.300.41.08	\$ 1,800	\$ 551	\$ 1,249	
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Misc Credits		\$ -	\$ -		
Fund Balance from Previous Year		\$ 7,110	\$ -		
Total		\$ 24,415	\$ 15,846		
Fund Balance		\$ 4,570	\$ 9,140		



Barnes Lake Management District – 2022 Work Plan

For more information, visit: www.ci.tumwater.wa.us/BLMD.htm

The following tasks are outlined by month. Unforeseen circumstances may delay completion as expected.

January / February

1. ☒ Review 2021 Treatment Summary Report and update IAVMP and work plan as needed
2. ☐ Submit 2022 Annual Work Plan & Operating Budget for Council review and approval
3. ☒ Prepare, review and distribute Member Outreach materials to be distributed in March
4. ☐ ~~Update and execute vegetation treatment contract for Northwest Aquatic Eco-Systems~~
5. ☐ Review SOP for volunteer monitoring program

March / April

1. ☐ Host listening session for LMD membership to discuss proposed fee increase
2. ☐ Distribute outreach materials to LMD members relating to 2022 work plan, budget, schedule, and 2021 Treatment Summary Report.
3. ☐ Update/acquire supplies for water quality monitoring program
4. ☐ Complete training of volunteers for summer water quality monitoring program
5. ☐ Begin "Private Lake Treatment" opportunity outreach efforts
1. ☐ Conduct City Council reviews of proposed assessment increase.
2. ☐ Submit revised roll of rates and charges to Tumwater Finance Department, as needed
6. ☐ Communicate updates to finance for distribution of revised assessment letters.

May / June

1. ☐ Conduct chemical treatment(s) on lake if possible (dependent on growth & water levels)
2. ☐ Contractor to provide floating mats to volunteer property owners for removal, as available.
3. ☐ Conduct aerial photo assessment of lake, as conditions permit
4. ☐ Review Steering Committee Appointments; announce vacancies as needed
5. ☐ Conduct May round of water quality monitoring
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2. ☐ Conduct chemical treatment(s) on lake if possible (dependent on growth & water levels)
3. ☐ Conduct July round of water quality monitoring
4. ☐ Conduct August round of water quality monitoring

September / October

3. ☐ Conduct follow-up aerial photo assessment of lake, as conditions permit
4. ☐ Deliver "End-of-Season" update outreach materials for LMD Stakeholders via web and US Mail
5. ☐ Conduct September round of water quality monitoring
6. ☐ Conduct final round of water quality monitoring
7. ☐ Update water quality summary report with 2022 data
8. ☐ Review permit compliance needs and requirements for 2023
9. ☐ Review budgetary needs for 2023

November / December

1. ☐ Develop 2023 work plan based on 2022 activities, LMD needs and available budget
2. ☐ Develop draft Operational budget for 2023
3. ☐ Finalize meeting schedule for 2023
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