

Scott Lake Drainage District #11
Board of Commissioners
November 12, 2020 | 4:00 PM

1. Call to Order, Welcome, and Introductions

Chairperson Ken Miller

2. October 8, 2020 Meeting Minutes

a. [Draft Minutes – October 8, 2020](#)

3. Financial Reports

a. [October 2020](#)

b. [Cash Activity Report 8/1/2020-11/5/2020](#)

4. Public Comment

Chairperson Ken Miller

5. 2021 Rate Adoption

6. Warrants

a. [United States Liability Insurance Company](#)

7. Public Agency Training Requirements

Executive Secretary Caitlin Magee

8. For the Good of the Order

Chairperson Ken Miller

9. Adjourn

Scott Lake Drainage District #11

Board of Commissioners

October 8, 2020 | 4:00 PM

Board Members Present: Ken Miller, Cathy Seyberth, Daryl Hirschhorn

Staff Present: Executive Secretary Caitlin Magee

Other Present: Corey Johnson, West Coast Wildlife

1. Call to Order, Welcome, and Introductions

Chairperson Ken Miller called the meeting to order at 4:34 PM. A quorum was established.

2. November 26, 2019 Meeting Minutes

The minutes of the November 26, 2019 Scott Lake Drainage District #11 Board of Commissioners meeting were presented for review.

Motion:

Motion by Ken Miller to approve the minutes of the November 26, 2019 meeting, second by Cathy Seyberth; motion passed unanimously.

3. Financial Reports

Executive Secretary Caitlin Magee presented the financial reports from November 2019 through September 2020.

4. Public Comment

No public comment was provided.

5. Authorized Signature List

Executive Secretary Magee presented an updated authorized signature form, adding Caitlin Magee and removing Thomas Culleton.

Motion:

Motion by Ken Miller to approve execution of the updated authorized signature list to add Caitlin Magee and to remove Thomas Culleton, second by Cathy Seyberth; motion passed unanimously.

6. AquaTechnex Survey

The board reviewed and discussed the Scott Lake treatment survey and results provided by AquaTechnex.

7. Allen Creek Maintenance

Corey Johnson of West Coast Wildlife provided an update on the work being performed on maintaining Allen Creek. The board discussed conditions in the creek that could cause potential issues in the coming months.

8. Warrants

Executive Secretary Magee presented warrants to the board for review and consideration.

Motion:

Motion by Daryl Hirschhorn to approve payment to AquaTechnex in the amount of \$12,055.94 for completed work, second by Cathy Seyberth; motion passed unanimously.

Motion:

Motion by Daryl Hirschhorn to approve payment to West Coast Wildlife in the amount of \$382.00 for completed work, second by Cathy Seyberth; motion passed unanimously.

9. For the Good of the Order

Chairperson Ken Miller asked if there was anything to add for the good of the order. Executive Secretary Magee provided an overview of items to be addressed at the November 2020 meeting including insurance renewal and rate adoption.

Chairperson Miller asked Executive Secretary Magee to follow-up with Thurston County regarding culvert replacement priority in the Scott Lake area.

10. Adjourn

Chairperson Ken Miller adjourned the meeting at 5:03 PM.

DRAFT



THURSTON COUNTY

Property Tax/Special Assessment Fund Activity

From 10-01-2020 To 10-31-2020

District: SCOTT LAKE DISTRICT

Year	Account Number	Beginning Balance	Certification Adjustments	Receipts and Adjustments	Ending Balance
Fund:	6352 SCOTT LAKE SPECIAL DISTRICT				
2020	63520000123100	\$7,683.00	\$0.00	\$5,980.00	\$1,703.00
2019	63520000123100	\$520.00	\$0.00	\$39.00	\$481.00
2018	63520000123100	\$351.00	\$0.00	\$0.00	\$351.00
2017	63520000123100	\$65.00	\$0.00	\$0.00	\$65.00
2016	63520000123100	\$13.00	\$0.00	\$0.00	\$13.00
Fund Total:		\$8,632.00	\$0.00	\$6,019.00	\$2,613.00
District Total:		\$8,632.00	\$0.00	\$6,019.00	\$2,613.00



Thurston County Treasurer
October 2020 Statement
Scott Lake Drainage District #11
Fund 6352 - DD #11 SCOTT LAKE

Cash Activity

Date	Description	Amount	Notes
10/01/2020	Beginning Cash Balance	\$80,792.89	
	Receipts/Deposits/Refunds:		
10/31/2020	Tax & Assessment Receipts	6,019.00	
10/31/2020	Interest Paid	49.45	
	Total Deposits	\$6,068.45	
	Warrant Issues & Voids/Fees/ACH/Wires:		
10/14/2020	Issued Warrants	(12,437.94)	
	Total Warrants and Electronic Disbursements	(\$12,437.94)	
10/31/2020	Ending Cash Balance	\$74,423.40	

Warrant Activity

10/01/2020	Beginning Warrants Outstanding	\$0.00
	Total Warrants Issued	12,437.94
	Total Warrants Redeemed	-
	Total Warrants Voided	-
10/31/2020	Ending Warrants Outstanding	\$12,437.94

Investment Activity

10/01/2020	Beginning Interest Receivable	\$185.65
	Interest Earned	51.61
	Cash Paid	(49.45)
10/31/2020	Ending Interest Receivable	\$187.81

TCIP Yield (used to calculate interest earnings)	0.83%
LGIP Yield (budget benchmark)	0.18%

Cash Activity

Scott Lake Drainage District #11

Fund 6352 - DD #11 SCOTT LAKE

Includes all activity dated from 08/01/20 to 11/05/20

Date	Ref. No.	Description	Amount
10/31/20	102412	Interest Paid	49.45
10/31/20	102399	Tax & Assessment Receipts	6,019.00
10/14/20	101004	Issued Warrants	(12,437.94)
09/30/20	92206	Interest Paid	50.87
09/30/20	92196	Tax & Assessment Receipts	442.00
08/31/20	81810	Interest Paid	37.45
08/31/20	81795	Tax & Assessment Receipts	208.00
08/24/20	81261	Administrative Fees	(180.44)

**RESOLUTION NO. TWENTY-FOUR APPROVING RATES FOR SCOTT LAKE DRAINAGE DISTRICT # 11,
THURSTON COUNTY, WASHINGTON, FOR THE FISCAL YEAR 2021**

THIS IS A RESOLUTION adopting rates and charges for 2021 payable by owners and occupiers of real estate within the Scott Lake Drainage District #11.

WHEREAS, the Scott Lake Drainage District #11 will enter its 24th year of existence as of January 1, 2021; and

WHEREAS, the governing body of a special district is required under RCW 85.38.170 to adopt a resolution on or before December 1st of each year adopting a budget for the succeeding year; and

WHEREAS, RCW 85.38.145 provides the authority of a special district to fix rates and charges payable by owners and occupiers of real estate within the special district in order to implement the authority granted to a special district under RCW 85.38.180 (3),

NOW, THEREFORE, BE IT RESOLVED by the governing board of the Scott Lake Drainage District #11 as follows;

The governing board of the Scott Lake Drainage District #11 hereby adopts rates and charges payable by each owner or occupier of real estate within the boundaries of the special district at the rate of \$26.00 per taxable parcel for the tax year 2021.

ADOPTED November 12, 2020

GOVERNING BOARD OF THE
SCOTT LAKE DRAINAGE DISTRICT #11

Kenneth Miller, Commissioner

Cathy Seyberth, Commissioner

Daryl Hirschhorn, Commissioner

ATTEST:

Caitlin Magee, Executive Secretary



UNITED STATES LIABILITY INSURANCE COMPANY
 PO BOX 62778
 BALTIMORE, MD 21264-2778

Invoice Date: 10/21/2020
 Account Number: PO 1000815
 Policy Number: PO 1000815J

RENEWAL NOTICE – Your current policy PO 1000815I is up for renewal. In order for us to issue your Renewal Policy, you must pay the Current Balance Due shown below so that we receive it before 12/05/2020.

Current Balance Due: \$1,421.00
Date Due: 12/05/2020

PUBLIC OFFICIALS LIABILITY

Policy Period: 12/05/2020 to 12/05/2021
 Policyholder Name: Scott Lake Drainage District #11

Your Agent is: NICHOLSON & ASSOCIATES
 INSURANCE

(See Page 2 on reverse side for Itemized Billing Activity and Future Instalments)

PAYMENT OPTIONS

Pay Online
www.usli.com/ezpay
 Register online for policy & billing information

Pay By Phone (24/7)
 866-632-2003
 (Pagar Por Telefono 24/7)
PayCode #:
 807932100081574
 (Codigo De Pago)

Pay By Check
 Make check payable to:
**UNITED STATES LIABILITY
 INSURANCE COMPANY**
 Use Remittance Slip Below

For **billing & payment** assistance, please contact us at:
USLI 1-866-632-2003
NICHOLSON & ASSOCIATES INSURANCE
360-352-8444

***For non-billing questions & assistance, please contact your local agent*

Thank you for your business!

TEAR ALONG THIS LINE

001 807932100081574 00142100 7

SCOTT LAKE DRAINAGE DISTRICT #11
2631 114TH WAY SOUTHWEST
OLYMPIA, WA 98512

UNITED STATES LIABILITY INSURANCE COMPANY
 PO BOX 62778
 BALTIMORE, MD 21264-2778

For Office Use Only: 001 807932100081574	
Policy Number: PO 1000815J	
Amount Due: \$1,421.00	Date Due: 12/05/2020
Amount Enclosed:	

Make Check Payable To:
 UNITED STATES LIABILITY INSURANCE COMPANY

NICHOLSON & ASSOCIATES INSURANCE



RCW 42.30.205

Training.

(1) Every member of the governing body of a public agency must complete training on the requirements of this chapter no later than ninety days after the date the member either:

- (a) Takes the oath of office, if the member is required to take an oath of office to assume his or her duties as a public official; or
- (b) Otherwise assumes his or her duties as a public official.

(2) In addition to the training required under subsection (1) of this section, every member of the governing body of a public agency must complete training at intervals of no more than four years as long as the individual is a member of the governing body or public agency.

(3) Training may be completed remotely with technology including but not limited to internet-based training.

[2014 c 66 § 2.]

NOTES:

Findings—Short title—Effective date—2014 c 66: See notes following RCW **42.56.150**.