



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Work Session
Tuesday, September 6, 2016 • 5:30 pm • 2637 12th Ct SW • Olympia

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. 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.
5. Informational Materials (No Action Required)
Attachment: August 15, 2016 Regular Meeting Minutes
6. Election Invoice
7. Warrant Requests
*Attachments: Herrera Invoice #38987
OrgSupport Invoice #1369*
8. Old Business
 - a. Weed Treatment Follow-Up
 - b. Drone Survey
 - c. Boat Ramp Kiosk
9. Reports and Referrals
10. Continued Public Communication
(If needed for those who signed up earlier and did not get an opportunity to speak during the allotted 30 minutes.)
11. Adjournment of Public Meeting

Next Meetings:

Regular Meeting, Monday, September 19, 2016, 5:30pm (OrgSupport Offices)
Work Session, October 3, 5:30pm (OrgSupport Offices)



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Meeting
Monday, August 15, 2016 • 5:30 pm • 2637 12th Ct SW • Olympia

MINUTES

1. Roll Call & Call to Order – **Commissioner Stintzi called the meeting to order at 5:40 pm.**

Present: Vern Bonfield
Lake Stintzi
Brian Wilmovsky

2. Approval of Agenda – **It was moved, second, passed unanimously to approve the agenda as presented.**
3. Public Communication – None.
4. Approval of Consent Agenda – **It was moved, second, passed unanimously to approve the minutes as amended.**

Attachment: July 18, 2016 Regular Meeting Minutes

5. Warrant Requests – The rate increase from .8% to 1% by the treasurer was discussed. *OrgSupport will scan and email the 2016 Annual Administration Fee document to Cathy Swarhout at Thurston County.* **It was moved, second, passed unanimously to approve the warrant requests as presented.**

*Attachments: AquaTechNex Invoice #7037
Thurston County Treasurer
Herrera Invoice #38675
OrgSupport Invoice #1367
Treasurer's Annual 2016 Administration Fee Statement*

6. New Business
 - a. Special Assessment Bond – This will be predicated on the possibility of an alum treatment that could bring full clarity.
 - b. Public Relations – *OrgSupport will draft a press release that highlights the successes and accomplishments of the BLSD and share the draft with commissioners at the next work session.* Commissioners discussed planning an annual meeting to share with the community the successes and plans for the future.
 - c. *OrgSupport will contact Fish and Wildlife and enquire about possibly erecting an information board at the boat ramp and report back at the next work session.*
7. Old Business
 - a. Weed Treatment – The weed treatment was highly successful and has received a number of positive comments. **It was moved, second, passed unanimously to authorize Commissioner Wilmovsky to negotiate a follow-up assessment and treatment for August or September.**
 - b. Drone Survey – *OrgSupport will email a request for bids to multiple drone operators in a second attempt.*
8. Reports and Referrals
 - a. OrgSupport reported that three bids were solicited from drone operators for survey work. Over a month has passed since the request and the firms have been unresponsive to follow up requests for bids.



BLACK LAKE SPECIAL DISTRICT

- b. Directors discussed the status of a loan from Thurston First to be repaid with rates and charges. The commissioners concurred a special meeting may be required to review and approve the loan when documentation becomes available.
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9. Adjournment of Public Meeting – **Commissioner Stintzi adjourned the meeting at 6:30 pm.**

Next Meetings:

Work Session, September 5, 5:30pm (OrgSupport Offices)
Regular Meeting, Monday, September 19, 2016, 5:30pm (OrgSupport Offices)



August 25, 2016
 Invoice No: 38987

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

Project 15-06161-000 Black Lake Management and Oversight of an Alum Treatment
 Attn: Lake Stintzi
 info@blacklakespecialdistrict.org
Professional Services from May 28, 2016 to July 29, 2016

Task 5.0 Water Quality Monitoring

Reimbursable Expenses

Laboratories

7/12/2016	IEH - Aquatic Research	13456	588.00	
Total Reimbursables			588.00	588.00

Task Total \$588.00

Task 7.0 Project Management and Contract Administration

Professional Personnel

	Hours	Rate	Amount	
Accounting Administrator II				
Tonkikh, Natalya	.50	77.86	38.93	
Totals	.50		38.93	
Total Labor				38.93

Task Total \$38.93

Total Due this Invoice \$626.93

	Current	Prior	Total
Billed to Date	626.93	67,737.08	68,364.01



Project	15-06161-000	Black Lake Mgmt/Oversight Alum Treatment	Invoice	38987
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Outstanding Invoices

Number	Date	Balance
38675	6/23/2016	4,098.73
Total		4,098.73

Total Compensation **80,812.00**



RECEIVED
JUL 08 2015
JUL 08 2015

IEH - Aquatic Research

3927 Aurora Ave. N
Seattle, WA 98103

206-632-2715 Phone
206-632-2417 Fax

REMIT TO:

15300 Bothell Way NE
Attn: Accounts Receivable
Lake Forest Park, WA 98155

206-522-5432 Accounting Dept

Invoice

Date	Invoice #
6/30/2016	133456

Sold To
Herrera Environmental Inc. 2200 Sixth Avenue Suite 1100 Seattle, WA 98121-1820

Notes

Customer PO	Payment Terms	Due Date	Sales Rep ID	VTSR	CASE FILE #
15-06161-000	Net 30	7/30/2016		5/2/2016	HER08028

Quantity	Item Code	Description	Price Each	Amount
4	W365.1	Total - P	15.00	60.00
4	WFILT	Water Filtration	5.00	20.00
4	W365.1D	Soluble Reactive Phosphate	15.00	60.00
4	W310.1	Total Alkalinity	15.00	60.00
4	W375.4	Sulfate - Turbidimetric	15.00	60.00
4	W10200H	Chla - Spectrophotometric	30.00	120.00
4	WMDIG	Total Metals Digest - Water	12.00	48.00
4	MFILT	Metals Filtration	10.00	40.00
4	ICP	ICP / Element	10.00	40.00
4	ICPMS	ICPMS / ELEMENT	20.00	80.00

Total			\$588.00	
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Black Lake Project Progress Report for Herrera Environmental Consultants

Herrera Environmental Consultants

Progress Report: Management and Oversight of the Black Lake Alum Treatment

Invoice Period: May 28 through July 29, 2016

Task	Project Budget	Previously Invoiced	Amount this Period	Billed to Date	Budget Remaining	Percent Spent	Percent Complete	Work Performed
1-Final Design	\$20,541	\$15,718.69	\$0.00	\$15,718.69	\$4,822.31	77%	100%	None - complete
2-Permitting	\$2,926	\$4,208.12	\$0.00	\$4,208.12	-\$1,282.12	144%	100%	None - complete
3-Specifications	\$5,984	\$9,475.72	\$0.00	\$9,475.72	-\$3,491.72	158%	100%	None - complete
4-Oversight	\$10,637	\$11,498.10	\$0.00	\$11,498.10	-\$861.10	108%	100%	None - complete
5-Monitoring	\$19,544	\$22,784.43	\$588.00	\$23,372.43	-\$3,828.43	120%	100%	Received lab invoice for 5/2/16 sample analyses
6-Report	\$15,450	\$0.00	\$0.00	\$0.00	\$15,450.00	0%	0%	None
7-Management	\$5,730	\$4,052.02	\$38.93	\$4,090.95	\$1,639.05	71%	80%	Prepared invoice and progress report
Total	\$80,812	\$67,737.08	\$626.93	\$68,364.01	\$12,447.99	85%	85%	



OrgSupport

120 State Avenue NE, #303
Olympia, WA 98501

Invoice

Date	Invoice #
10/1/2016	1369

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

Description	Qty	Rate	Amount
Contract Services - September	1	2,500.00	2,500.00
Printing B&W	75	0.10	7.50
Total			\$2,507.50