



# BLACK LAKE SPECIAL DISTRICT

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**Black Lake Special District Work Session**  
**Thursday, November 5, 2015 • 5:30 pm • [1520-A Irving St, Tumwater](#)**

## MINUTES

1. Roll Call
2. Approval of Agenda
3. 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.*
4. Informational Materials (No Action Required)  
*Attachments:*  
*October 1, 2015 Work Session Minutes*  
*October 15, 2015 Regular Meeting Minutes*  
*October 27, 2015 Special Meeting Minutes*  
*Financials*
5. RFP Update
6. Draft Postcard
7. Legislative Agenda Planning
8. Draft Resolution – Flood Control District
9. Warrant Requests  
*Attachments:*  
*Thurston GeoData Center Invoice #25-1510-140*  
*OrgSupport Invoice #1124*
10. Reports and Referrals
11. Continued Public Communication  
*(If needed for those who signed up earlier and did not get an opportunity to speak during the allotted 30 minutes.)*
12. Adjournment of Public Meeting

### Next Meetings:

Regular Meeting, Thursday, November 19, 2015 5:30pm (OrgSupport office)  
Work Session, Thursday, December 3, 2015, 5:30pm (OrgSupport office)



# BLACK LAKE SPECIAL DISTRICT

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Black Lake Special District Work Session  
Thursday, October 1, 2015 • 5:30 pm • [1520-A Irving St](#), Tumwater

## MINUTES

1. Roll Call

**Commissioner Stintzi called the meeting to order at 5:40 pm.**

**Present:** Lake Stintzi  
John Henkle  
Vernon Bonfield

2. Approval of Agenda

**Commissioner Henkle moved to approve the Agenda as amended, second by Commissioner Bonfield; passed unanimously.**

3. Public Communication

*Tim Erickson testified that the original legislation proposed by Senator Tim Sheldon remains 'alive,' though requires an amendment to make it retroactive to the beginning of the BLSL. Mr. Erickson further reported the legislation will require drafting a new section for a Lake Water Quality Management District.*

4. Informational Materials (No Action Required)

*Attachments: September 17, 2015 Regular Meeting Minutes  
Financials*

5. RFP Update – The BLSL received more than one letter of intent to respond to the RFP.

6. Discussion with Legal Counsel – Jim Randal, legal counsel for the BLSL, discussed the working relationship between Bean, Gentry, Wheeler & Peternell and the BLSL with the commissioners.

7. Warrant Requests

*Attachments: Northwest Aquatic Management Invoice #126  
Swett & Crawford  
OrgSupport Invoice*

The commissioners requested the warrant requests be placed on the September meeting agenda for approval. Commissioner Stintzi will call the Swett & Crawford firm for additional information on the policy. OrgSupport will contact Drake Nicholson for a second quote if possible.

8. Reports and Referrals

- a. Commissioner Bonfield asked Mr. Erickson to report on the activities of Save Black Lake. The group is focusing on communication with lake residents and generating interest in enhancing the water quality of the lake. Several events are planned for the coming year.
- b. Commissioner Stintzi reported the county will charge approximately \$8,000 for the election process (balloting). An outside firm was considering providing an election manual and election process management but has declined to bid given the timing of the pending election. Commissioner Stintzi will bring a resolution to the October 15 meeting identifying the county as the entity to run the election. *OrgSupport will add Election Process to the October regular meeting agenda.*



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- c. Commissioner Stintzi reported he met with Thurston First Bank and the positive response the bank had to the possibility of Thurston First working with BLS D to fund the alum treatment project.

9. Items from the Floor

- a. *OrgSupport will add Legislative Agenda Planning to the November work session agenda.*
- b. *OrgSupport will seek additional insurance quotes to compare to the Swett & Crawford quote for coverage.*

**10. Commissioner Stintzi recessed the meeting at 6:45 to executive session for not more than one hour to discuss matters of potential litigation. Commissioner Stintzi ended the executive session at 7:40 pm.**

11. Adjournment of Public Meeting

**Commissioner Stintzi adjourned the meeting at 7:40 pm.**

**Next Meetings:**

Regular Meeting, Thursday, October 15, 2015 5:30pm (OrgSupport office)  
Work Session, Thursday, November 5, 2015, 5:30pm (OrgSupport office)



# BLACK LAKE SPECIAL DISTRICT

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BLACK LAKE SPECIAL DISTRICT MEETING  
Thursday, October 15, 2015 • 5:30 pm • [1520-A Irving St](#), Tumwater

## MINUTES

1. Roll Call – **Commissioner Stintzi called the meeting to order at 5:30 pm.**

**Present:** Lake Stintzi  
Vernon Bonfield  
Jon Henkle

2. Approval of Agenda – **Commissioner Bonfield moved approval of the October 15<sup>th</sup> agenda as modified, second by Commissioner Henkle; passed unanimously.**
3. Public Communication
  - a. Brian Wilmovsky reported Thurston First is actively interested in working with the BLSD to finance the alum treatment program.
  - b. Brian Wilmovsky reported Terry McNabb should have the permit finished late October. Terry plans to report on diquote later in the year.
  - c. Jeff Fancher suggested Jeff Justice with Law, Lyman, Daniel, Kamerrer & Bogdanovich (LLDKB) as a possible attorney for the BLSD.
  - d. Representatives of Save Black Lake reported they plan to attend BLSD meetings regularly. Additionally, Save Black Lake is planning two separate events. The first event is a lighted boat parade for Christmas. The second event is to hold a progressive BBQ on the lake.

4. Approval of Consent Agenda

*Attachments: September 17, 2015 Regular Meeting Minutes  
October 1, 2015 Work Session Meeting Minutes*

**Commissioner Stintzi moved approval of the Consent Agenda as presented, second by Commissioner Bonfield; passed unanimously.**

5. Resolution 15-01 – The commissioners discussed the resolution and possibilities for alternative, less expensive balloting partners. The commissioners are committed to establishing a lower cost partnership for future election needs. **It was moved, second, passed unanimously to adopt Resolution 15-01 as presented.**

6. Warrant Requests

*Attachments: Northwest Aquatic Management Invoice #126  
Swett & Crawford  
OrgSupport Invoice #1095*

**Commissioner Stintzi moved approval of Item 6, Warrant Requests, excluding Swett & Crawford, second by Commissioner Bonfield; passed unanimously.** *OrgSupport will send via email to the commissioners the two insurance quotes after the second quote becomes available.*

7. Legal Counsel – Bean, Gentry, Wheeler & Peternell has ended their relationship with the district, choosing to no longer provide legal counsel for the BLSD. The commissioners discussed possibilities for future legal representation and the next steps for adopting the policy manual when complete. Commissioner Bonfield articulated a concern about the attorney's billing practices and his comfort with the end to the relationship.



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## 8. Reports and Referrals

- a. The schedule for the RFP requires the Commissioners meet to set parameters and criteria for review. *OrgSupport will post a meeting announcement for a meeting October 27<sup>th</sup> beginning at 8:30 am to set RFP review parameters and review the RFP submittals.*
- b. Commissioner Stintzi plans to meet with Bud Blake to discuss the creation of the district and possible paths forward toward clarifying the district type.
- c. *OrgSupport will draft a possible resolution clarifying the County intent that the BLSD is a flood control district for presentation at the November 5<sup>th</sup> meeting.*
- d. *OrgSupport will contact LLDKB to investigate the possibility of the firm representing the BLSD.*
- e. The BLSD received no clarifying questions on the RFP.

## 9. Continued Public Communication – None.

## 10. Adjournment of Public Meeting – **With no further business to come before the Special District, Commissioner Stintzi adjourned the meeting at 7:35 pm.**

### **Next Meetings:**

Special Work Session, Tuesday, October 27, 8:30 am (OrgSupport office)

Work Session, Thursday, November 5, 5:30 pm (OrgSupport office)

Regular Meeting, Thursday, November 19, 5:30pm (OrgSupport office)



# BLACK LAKE SPECIAL DISTRICT

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**BLACK LAKE SPECIAL DISTRICT MEETING**  
Thursday, October 27, 2015 • 8:30 am • [1520-A Irving St](#), Tumwater

## AGENDA

1. Roll Call – **Commissioner Stintzi called the meeting to order at 8:30 am.**

**Present:** Lake Stintzi  
Vernon Bonfield

2. Approval of Agenda – **Commissioner Bonfield moved approval of the October 27<sup>th</sup> agenda as presented, second by Commissioner Stintzi; passed unanimously.**
3. Alum Treatment RFP
  - a. RFP Evaluation Scorecard – Commissioners discussed the evaluation scorecard to ensure continuity of application of standards for evaluation.
  - b. RFP Evaluation – The commissioners independently reviewed the RFP submissions, compiled the scores, and identified the apparent successful bidder. Commissioner Stintzi will draft a letter for distribution to the bidders.
4. Adjournment of Public Meeting – **With no further business to come before the Special District, Commissioner Stintzi adjourned the meeting at 11:00 am.**

# **BLACK LAKE SPECIAL DISTRICT**

## **Announcement of Upcoming Election**

This is to inform you of the upcoming election for Black Lake Special District commissioners. Important dates regarding this election are listed below.

December 14 – Candidate Filings Due

December 31 – Voter Registration Cut-off

January 13 – Ballots Mailed

February 2 – Election Day (last day of ballot post marks)

February 12 – Auditor election certification



COUNTY COMMISSIONERS  
 Cathy Wolfe  
 District One  
 Sandra Romero  
 District Two  
 Bud Blake  
 District Three

**CENTRAL SERVICES DEPARTMENT**

*Creating Solutions for Our Future*

Martin D. Casey, Director

***Thurston GeoData Center - Billing Invoice***

|                  |                                    |                    |                        |
|------------------|------------------------------------|--------------------|------------------------|
| <b>Company:</b>  | <u>Black Lake Special District</u> | <b>Invoice No:</b> | <u>25 - 1510 - 140</u> |
| <b>Attn:</b>     | <u>Lydia</u>                       | <b>Order Date:</b> | <u>10/27/2015</u>      |
| <b>Address:</b>  | <u>120 State Ave NE, #303</u>      | <b>Ship Date:</b>  | <u>10/28/2015</u>      |
|                  | <u>Olympia , WA 98501-</u>         | <b>Method:</b>     | <u>E-mail</u>          |
| <b>Phone No:</b> | <u>(360) 867-8814 ext:</u>         |                    |                        |

**Notes:** Black lake Special District Property Information Extract & Map

***You are hereby requested to pay the total shown below to the County of Thurston:***

| <i>Product Name</i>                 | <i>Unit Price</i> | <i>Quantity</i> | <i>Net Amount</i>      | <i>Discount</i> | <i>Item Total</i> |
|-------------------------------------|-------------------|-----------------|------------------------|-----------------|-------------------|
| Custom Map 11x17, 15 minute minimum | \$24.00           | 1               | \$24.00                | 50.00%          | \$12.00           |
|                                     |                   |                 | <b>Sub-Total:</b>      |                 | \$12.00           |
|                                     |                   |                 | <b>Freight Charge:</b> |                 | \$0.00            |
|                                     |                   |                 | <b>Tax:</b>            |                 | \$1.06            |
|                                     |                   |                 | <b>Total:</b>          |                 | \$13.06           |

A convenience fee of 2.35%, based on the total, or a minimum of \$2.00, is charged on Credit Card payments.

***For Questions Regarding this Order please contact GeoData at (360) 754-4594***

***Make Check Payments to:***

Thurston County Central Services  
 Attn: Central Services Accountant  
 2000 Lakeridge Drive. SW  
 Olympia, WA 98502

***Make Credit Card Payments to:***

Thurston GeoData Center  
 (360) 754-4594



# OrgSupport

120 State Avenue NE, #303  
Olympia, WA 98501

# Invoice

| Date      | Invoice # |
|-----------|-----------|
| 12/1/2015 | 1124      |

| Bill To   |
|---|
| Black Lake Special District<br>120 State Avenue NE, #303<br>Olympia, WA 98501 |

| Description                  | Qty | Rate     | Amount     |
|------------------------------|-----|----------|------------|
| Contract Services - November | 1   | 2,500.00 | 2,500.00   |
| Printing B&W                 | 351 | 0.10     | 35.10      |
| Stamps                       | 2   | 0.49     | 0.98       |
| <b>Total</b>                 |     |          | \$2,536.08 |