



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Work Session
Thursday, May 7, 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: April 16, 2015 Regular Meeting Minutes
Financials*
5. Dump Site Selection
6. Harvesting Update
7. Warrant Requests
*Attachment: BGWP Invoice #51361
Herrera Invoice #36497
OrgSupport Invoice # 933*
8. Reports and Referrals
9. Continued Public Communication
(If needed for those who signed up earlier and did not get an opportunity to speak during the allotted 30 minutes.)
10. Adjournment of Public Meeting

Next Meetings:

Regular Meeting, Thursday, May 21, 2015 5:30pm (OrgSupport office)
Work Session, Thursday, June 4, 2015, 5:30pm (OrgSupport office)



BLACK LAKE SPECIAL DISTRICT

BLACK LAKE SPECIAL DISTRICT MEETING
Thursday, April 16, 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
Vernon Bonfield

2. Approval of Agenda

The agenda of the April 16th meeting was moved, second; passed unanimously.

3. Public Communication

- a. Brian Wilmovsky shared photos of the algae in the lake.
- b. Discussion on checking the possible contamination from septic tanks around the lake or along the stream that enters the lake took place.
- c. Members of the Save Black Lake group will look for people to be on a task force who will talk with the county and experts who can give good information regarding failed septic tanks around lakes.

4. Approval of Consent Agenda

*Attachments: March 19, 2015 Regular Meeting Minutes
April 2, 2015 Work Session Meeting Minutes*

Commissioner Stintzi moved approval of Item 4, March 19, 2015 Regular Meeting Minutes and April 2, 2015 Work Session Minutes, seconded by Commissioner Bonfield, passed unanimously.

5. Dump Site Selection

Commissioner Bonfield and other interested parties met with the Black Lake Bible Camp administrator to learn more about their dumpsite. The Bible Camp will leave an open space for the weed cuttings. They are willing to receive all the debris. The timing of the harvesting is limited to between July 1 and September 30. A biologist must be present at the first cutting. The biologist must be contacted 3 days prior to the first cutting.

6. Warrant Requests

*Attachments: BGWP Invoice #51095
OrgSupport Invoice #908*

Commissioner Stintzi moved approval of Item 6, Warrant Requests as presented, second by Commissioner Bonfield; passed unanimously.

7. Reports and Referrals – None.

8. Continued Public Communication – None.

9. Adjournment of Public Meeting - **With no further business to come before the Special District, Commissioner Stintzi adjourned the meeting at 6:35 pm.**

Next Meetings:

Work Session, Thursday, May 7, 5:30 pm (OrgSupport office)
Regular Meeting, Thursday, May 21, 5:30pm (OrgSupport office)



Thurston County Treasurer
April 2015 Statement
Black Lake DD #12
Fund 6354 - DD #12 BLACK LAKE

Cash Activity

Date	Description	Amount	Notes
04/01/2015	Beginning Cash Balance	\$88,785.70	
	Receipts/Deposits/Refunds:		
04/30/2015	Tax & Assessment Receipts	64,011.41	
04/30/2015	Interest Paid	32.44	
	Total Deposits	\$64,043.85	
	Warrant Issues & Voids/Fees/ACH/Wires:		
	No Activity		
	Total Warrants and Electronic Disbursements	\$0.00	
04/30/2015	Ending Cash Balance	\$152,829.55	

Warrant Activity

04/01/2015	Beginning Warrants Outstanding	\$3,156.03
	Total Warrants Issued	-
	Total Warrants Redeemed	(3,156.03)
	Total Warrants Voided	-
04/30/2015	Ending Warrants Outstanding	\$0.00

Investment Activity

04/01/2015	Beginning Interest Receivable	\$93.34
	Interest Earned	49.09
	Cash Paid	(32.44)
04/30/2015	Ending Interest Receivable	\$109.99

TCIP Yield (used to calculate interest earnings) 0.66%
 LGIP Yield (budget benchmark) 0.14%



Bean | Gentry | Wheeler | Peternell
P.L.L.C.

Invoice

Date 3/31/2015
Invoice # 51361
Client/Matter ID 2459-002

BILL TO

Black Lake Special District
c/o Craig Ottavelli
120 State Avenue NE, #303
Olympia, WA 98501

MATTER DESCRIPTION

Policies and Procedures Manual

For Services Rendered Through: 3/31/2015

For Legal Services Rendered

Date	Atty	Description	Hours	Rate	Amount
3/02/2015	HSM	Review question for contract bids from Mr. Ottavelli. Add into Policies and Procedures Manual.	0.6	250.00	150.00
3/04/2015	HSM	Additional work on bid process question for Policies and Procedures Manual.	0.8	250.00	200.00
3/06/2015	HSM	Additional work on the bid process question.	1.7	250.00	425.00
Total Fees					\$775.00
Courtesy Discount - 10%					<i>\$ 77.50</i>
Total Fees Adjusted					\$697.50

Total Fees and Costs This Period 697.50

Thank you for the opportunity to be of service. Payment is due within fifteen (15) days of receipt of this invoice. Payments remitted after the invoice date will be reflected on your next invoice. Interest of one percent (1%) per month will be charged on overdue balances.

Balance Due \$697.50

Balance in trust after transfer 0.00



April 23, 2015
 Invoice No: 36497

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

Project 15-05987-000 Black Lake Phosphorus Study and Algae Control Plan
Professional Services from February 27, 2015 to April 03, 2015

Task 001-001 Water and Phosphorus Budgets

Professional Personnel

	Hours	Rate	Amount
Principal Scientist Zisette, Rob	6.00	195.59	1,173.54
Senior Engineer Dugopolski, Rebecca	1.00	140.07	140.07
Staff CAD/GIS Lau, Olivia	1.00	92.21	92.21
Engineer Matsumura, Kristen	1.50	89.57	134.36
Sytsma, Anneliese	14.25	94.68	1,349.19
Totals	23.75		2,889.37
Total Labor			2,889.37
		Task Total	\$2,889.37

Task 002-001 Lake Sediment Phosphorus Control Analysis

Professional Personnel

	Hours	Rate	Amount
Principal Scientist Zisette, Rob	14.50	195.59	2,836.06
Senior Scientist Wozniak, Josh	6.00	143.29	859.74
Staff Scientist Svendsen, Alexander	4.00	101.86	407.44
Staff CAD/GIS Lau, Olivia	.50	92.21	46.11



Project	15-05987-000	Black Lake Phosphorus Study and Algae Co	Invoice	36497
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Engineer				
Sytsma, Anneliese	9.00	94.68	852.12	
Totals	34.00		5,001.47	
Total Labor				5,001.47

Reimbursable Expenses

Field Supplies				
3/20/2015 Underwater Sports, Inc.	240115		98.55	
Total Reimbursables			98.55	98.55

Other Expenses

Mileage - Company				
Ford Escape Gas 45472-45627	155.0 Miles @ 0.575		89.13	
Ford Escape HB 110540-110547	7.0 Miles @ 0.575		4.03	
Total Other Expenses			93.16	93.16

Task Total \$5,193.18

 Task 004-001 Phosphorus and Algae Control Plan

Professional Personnel

	Hours	Rate	Amount	
Principal Scientist				
Zisette, Rob	.50	195.59	97.80	
Engineer				
Sytsma, Anneliese	2.00	94.68	189.36	
Totals	2.50		287.16	
Total Labor				287.16

Task Total \$287.16

 Task 005-001 Project Management and Contract Administration

Professional Personnel

	Hours	Rate	Amount	
Principal Scientist				
Zisette, Rob	.50	195.59	97.80	
Accounting Staff				
Rudnick, Tracy	.75	74.70	56.03	
Totals	1.25		153.83	
Total Labor				153.83

Task Total \$153.83

Total Due this Invoice \$8,523.54

Current Prior Total



Project	15-05987-000	Black Lake Phosphorus Study and Algae Co	Invoice	36497
Billed to Date	8,523.54	0.00	8,523.54	

Total Compensation 39,097.00



Underwater Sports
10545 Aurora Ave N
Seattle, WA 98133
(206) 362-3310

Invoice No: 240115
Date: 03/16/15

Page: 1

Sold To: Herrera Environmental
2200 6th Ave., Suite 1100
Seattle, WA 98121

Customer No: 10384
Phone No: 206-441-9080

**ON
ACCOUNT**

Ship To: 2200 6th Ave., Suite 1100
Seattle, WA 98121

Cust. Order #:

Salesperson: #32 - Thomas

Product Code	Item Description	Qty	Unit Price	Amount
RENTAL	Rental BCD	1	15.00	15.00*
RENTAL	Rental Regulator	1	20.00	20.00*
RENTAL	Rental Tank	3	15.00	45.00*
RENTAL	Rental Weight	1	10.00	10.00*

*Black Lake 15-05987-000/002-001
Approved MR Jettis 3/18/15*

=====
Sub-Total: 90.00
:
Shipping: 0.00
Tax [9.5]: 8.55 *
=====
Total: 98.55
DUE UPON RECEIPT: 98.55
=====
Amount Paid: 0.00
Amount Due: 98.55
Change: 0.00

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Transaction List

Tuesday, March 31, 2015
2:36:10 PM

Herrera Environmental Consultants, Inc.

For the period 3/1/2015 - 3/31/2015

File Name: 2015-03 Ford Escape Gas

Owner: HER

Units

Creator: NTONKIKH

Date	Description	Project	Task	Subtask	Table	Account	Quantity
Unit	04	Mileage - Company					
3/3/2015	Ford Escape Gas 44549-44617	11-05142-000	ODC-001		HERRERA STANDARD - 2015	5302.00	68.000
	Upper Clear Creek Habitat Project/Other Direct Costs						
3/5/2015	Ford Escape Gas 44617-44621	10-04770-000	ODC-002		HERRERA STANDARD - 2015	5302.00	4.000
	King County White River at Countyline/Invoiced ODCs						
3/10/2015	Ford Escape Gas 44850-45066	10-04664-005	003-001		HERRERA STANDARD - 2015	5302.00	216.000
	Design Support for Hansen Creek Reach 5/Geomorphic Analysis						
3/13/2015	Ford Escape Gas 45066-45472	10-04664-005	009-001		HERRERA STANDARD - 2015	5302.00	406.000
	Design Support for Hansen Creek Reach 5/Critical Areas Assessment Report						
3/17/2015	Ford Escape Gas 45472-45627	15-05987-000	002-001		HERRERA STANDARD - 2015	5302.00	155.000
	Black Lake Phosphorus Study and Algae Co/Lake Sediment Phosphorus Control						
3/18/2015	Ford Escape Gas 45627-46033	12-05372-001	004-001		HERRERA STANDARD - 2015	5302.00	406.000
	Windfloat Pacific Offshore Wind Demo Ph2/Biological Assessments						
3/24/2015	Ford Escape Gas 46033-46072	14-05858-000	1000	1002	HERRERA STANDARD - 2015	5302.00	39.000
	Cedar River Corridor Planning/Partner and Stakeholder Involvement/Advisory Committee						
3/25/2015	Ford Escape Gas 46072-46104	11-05128-009	001-001		HERRERA STANDARD - 2015	5302.00	32.000
	Redmond Stream Sediment Monitoring Yr 2/Preparation of Field Sites, Data						
3/26/2015	Ford Escape Gas 46104-46145	14-05933-000	1.2		HERRERA STANDARD - 2015	5302.00	41.000
	Renton Lower Cedar River Restoration/Characterize Restoration Opportunities						
3/30/2015	Ford Escape Gas 46607-46613	11-04956-004	001-001		HERRERA STANDARD - 2015	5302.00	6.000

Transaction List

Wednesday, April 1, 2015
11:26:09 AM

Herrera Environmental Consultants, Inc.

For the period 3/1/2015 - 3/31/2015

File Name: 2015-03 Ford Escape HB

Owner: HER

Units

Creator: NTONKIKH

Date	Description	Project	Task	Subtask	Table	Account	Quantity
Unit	04	Mileage - Company					
3/4/2015	Ford Escape HB 110048-110193	14-05789-000	008-001		HERRERA STANDARD - 2015	5302.00	145.000
	Pressentin Park Side Channel Feasibility/Recommendation of Preferred Alternatives						
3/5/2015	Ford Escape HB 110193-110231	14-05917-000	3.0		HERRERA STANDARD - 2015	5302.00	38.000
	Richards and Sunset Creeks Restoration/Phase II Log Structure Monitoring						
3/10/2015	Ford Escape HB 110231-110298	13-05725-000	003-004		HERRERA STANDARD - 2015	5302.00	67.000
	Ecology LID Curriculum Dev & Delivery/Deliver Trainings						
3/17/2015	Ford Escape HB 110514-110532	13-05725-000	003-004		HERRERA STANDARD - 2015	5302.00	18.000
	Ecology LID Curriculum Dev & Delivery/Deliver Trainings						
3/18/2015	Ford Escape HB 110540-110547	15-05987-000	002-001		HERRERA STANDARD - 2015	5302.00	7.000
	Black Lake Phosphorus Study and Algae Co/Lake Sediment Phosphorus Control						
3/20/2015	Ford Escape HB 110547-110639	11-05142-000	ODC-001		HERRERA STANDARD - 2015	5302.00	92.000
	Upper Clear Creek Habitat Project/Other Direct Costs						
3/23/2015	Ford Escape HB 110639-110668	11-05128-009	001-001		HERRERA STANDARD - 2015	5302.00	29.000
	Redmond Stream Sediment Monitoring Yr 2/Preparation of Field Sites, Data						
3/30/2015	Ford Escape HB 110868-110934	11-05128-009	001-001		HERRERA STANDARD - 2015	5302.00	66.000
	Redmond Stream Sediment Monitoring Yr 2/Preparation of Field Sites, Data						
3/31/2015	Ford Escape HB 110934-110962	09-04621-000	007-001		HERRERA STANDARD - 2015	5302.00	28.000

Black Lake Project Progress Report for Herrera Environmental Consultants

Invoice Period: February 27 to April 3, 2015

Task	Project Budget	Previously Invoiced	Amount this Period	Budget Remaining	Billed to Date	Percent Complete	Work Performed
001-001	10,691.00	-	2,889.37	7,801.63	2,889.37	27%	Prepared water/phosphorus budgets
002-001	10,667.00	-	5,193.18	5,473.82	5,193.18	49%	Collected/processed sediment samples
003-001	3,418.00	-	-	3,418.00	-	0%	
004-001	12,871.00	-	287.16	12,583.84	287.16	2%	Outlined report
005-001	1,450.00	-	153.83	1,296.17	153.83	11%	Established contract
Total	39,097.00	-	8,523.54	30,573.46	8,523.54	22%	



OrgSupport

120 State Avenue NE, #303
Olympia, WA 98501

Invoice

Date	Invoice #
5/1/2015	933

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

Description	Qty	Rate	Amount
Contract Services - April	1	2,500.00	2,500.00
Printing B&W	68	0.10	6.80
Stamps	2	0.49	0.98
Envelopes	1	0.15	0.15
Envelopes - Manilla	1	0.25	0.25
Labels	1	0.02	0.02
Total			\$2,508.20