



# BLACK LAKE SPECIAL DISTRICT

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Black Lake Special District Work Session  
Thursday, July 2, 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: June 18, 2015 Regular Meeting Minutes  
Financials*
5. Policy Manual Review
6. Harvesting Update
7. Alum Treatment Financing Options
8. Warrant Requests  
*Attachment: Herrera Invoice #36745  
OrgSupport Invoice #988*
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, Thursday, July 16, 2015 5:30pm (OrgSupport office)  
Work Session, Thursday, August 6, 2015, 5:30pm (OrgSupport office)



# BLACK LAKE SPECIAL DISTRICT

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BLACK LAKE SPECIAL DISTRICT MEETING  
Thursday, June 18, 2015 • 5:30 pm • [1520-A Irving St](#), Tumwater

## MINUTES

1. Roll Call– **Commissioner Stintzi called the meeting to order at 5:45 pm.**

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

2. Approval of Agenda

**The agenda of the June 18<sup>th</sup> meeting was moved, second; passed unanimously.**

3. Public Communication – None at this time; there was discussion throughout the Phosphorus Study section.

4. Approval of Consent Agenda

*Attachments: May 21, 2015 Regular Meeting Minutes  
June 4, 2015 Work Session Meeting Minutes*

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

5. Phosphorous Study Discussion

- a. Rob Zisette, Principal Scientist, Herrera Inc., joined the meeting via Lync- he summarized his presentation from the Work Session and updated the Commissioners; everything the same until chapter 6, there is not much change the budget. After the last discussion, Mr. Zisette changed the alternatives that were evaluated. The previous alternatives were based on treating the lake based on internal load and timing. Rob Zisette and the Commissioners discussed pros and cons of each alternative and related costs. The Commissioners came to the conclusion that the preferred alternative is a full treatment next spring. Commissioner Stintzi asked Rob about the longevity and if this is a 10 year solution. Rob reported a 5 year objective was more realistic after evaluating the treatments in the region. He is reluctant to provide a 10 year plan because he doesn't want disappointment if it is not effective. Effectiveness is directly related to how much phosphorus after treatment.
- b. The Commissioners and Rob Zisette discussed alum treatments. Alum is delivered by the truckload. It will be important to specify how it is quantified in order to get equal distribution.
- c. The 30 day public notice was also discussed. It could move the previously discussed timeline of 45 days, to 30 days, if the Commissioners push back on the existing permit. *Commissioner Bonfield will ask if Doug can help with water quality information from Long Lake.*
- d. A member of the public asked if harvesting the weeds at the north end would help long term costs. Rob Zisette responded that it would not have a large impact; no more that 5%.
- e. Treating Black River at the source is not a practical option.
- f. A member of the public asked about how many days it will take for the contractor to disperse the treatment. Rob Zisette reported that it is a 10 day project. People will be able to use the lake during that time, however the area of the beach designated for staging would be closed.
- g. Members of the public and the Commissioners discussed the option of monitoring the project with consultants. *The Commissioners will look into a separate bid for contracting monitoring.*

6. Warrant Requests



# BLACK LAKE SPECIAL DISTRICT

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*Attachments:*

*Herrera Invoice #36611*

*OrgSupport Invoice #959*

**Commissioner Stintzi moved approval of Item 8, Warrant Requests, second by Commissioner Bonfield; passed unanimously.**

7. Reports and Referrals

- a. Commissioner Stintzi discussed the budget spreadsheet. It may be necessary to look at a commercial bank; Craig Ottavelli has connections with local banks and will examine options. The Commissioners discussed a rate increase.
- b. The Commissioners identified outreach in the district as a top priority for the BLSD, as well as increasing awareness and work at the policy level. It was suggested the Commissioners look to the residents of the district for marketing and outreach help. *The Commissioners will research possible grants. OrgSupport will send materials and resources on grant writing. OrgSupport will look into opportunities with Evergreen grant writing courses for the BLSD.*
- c. Commissioner Bonfield reported on the harvester tour around the lake. Some naja growth was found. The Commissioners concluded that the harvesting should occur the week prior to the boat races (July 11-12), possibly on July 10, 2015. Commissioner Bonfield is awaiting the harvester's availability.
- d. **Commissioner Henkle moved to set a plan in motion for treatment to occur next spring, second by Commissioner Stintzi; passed unanimously.**

8. Adjournment of Public Meeting – **With no further business to come before the Special District, Commissioner Stintzi adjourned the meeting at 7:50 pm.**

**Next Meetings:**

Work Session, Thursday, July 2, 5:30 pm (OrgSupport office)

Regular Meeting, Thursday, July 16, 5:30pm (OrgSupport office)



June 12, 2015  
 Invoice No: 36745

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 May 02, 2015 to May 29, 2015**

Task 001-001 Water and Phosphorus Budgets

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Principal Scientist				
Zisette, Rob	4.00	195.59	782.36	
Engineer				
Sytsma, Anneliese	13.50	94.68	1,278.18	
Totals	17.50		2,060.54	
<b>Total Labor</b>				<b>2,060.54</b>

**Consultants**

Northwest Hydraulic Consultants, Inc.				
5/20/2015 Northwest Hydraulic Consultants, Inc.	19266		3,720.00	
<b>Total Consultants</b>			<b>3,720.00</b>	<b>3,720.00</b>

**Task Total \$5,780.54**

Task 002-001 Lake Sediment Phosphorus Control Analysis

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Principal Scientist				
Zisette, Rob	6.00	195.59	1,173.54	
Engineer				
Echterling, Caitlyn	2.75	89.57	246.32	
Totals	8.75		1,419.86	
<b>Total Labor</b>				<b>1,419.86</b>



**Reimbursable Expenses**

Laboratories

5/20/2015	IEH - Aquatic Research	129030	2,464.00	
<b>Total Reimbursables</b>			<b>2,464.00</b>	<b>2,464.00</b>

**Task Total \$3,883.86**

Task 003-001 Watershed Phosphorus Control Analysis

**Professional Personnel**

	Hours	Rate	Amount	
Principal Scientist				
Zisette, Rob	7.00	195.59	1,369.13	
Engineer				
Echterling, Caitlyn	3.00	89.57	268.71	
Totals	10.00		1,637.84	
<b>Total Labor</b>				<b>1,637.84</b>

**Task Total \$1,637.84**

Task 004-001 Phosphorus and Algae Control Plan

**Professional Personnel**

	Hours	Rate	Amount	
Principal Scientist				
Zisette, Rob	22.00	195.59	4,302.98	
Senior Engineer				
Dugopolski, Rebecca	4.50	140.07	630.32	
Staff CAD/GIS				
Lau, Olivia	2.00	92.21	184.42	
Engineer				
Sytsma, Anneliese	14.00	94.68	1,325.52	
Totals	42.50		6,443.24	
<b>Total Labor</b>				<b>6,443.24</b>

**Task Total \$6,443.24**

Task 005-001 Project Management and Contract Administration

**Professional Personnel**

	Hours	Rate	Amount	
Principal Scientist				
Zisette, Rob	2.00	195.59	391.18	
Accounting Staff				
Tonkikh, Natalya	.50	69.32	34.66	
Totals	2.50		425.84	
<b>Total Labor</b>				<b>425.84</b>



Project	15-05987-000	Black Lake Phosphorus Study and Algae Co	Invoice	36745
			<b>Task Total</b>	<b>\$425.84</b>
			<b>Total Due this Invoice</b>	<b>\$18,171.32</b>

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
<b>Billed to Date</b>	<b>18,171.32</b>	<b>11,217.12</b>	<b>29,388.44</b>
<b>Outstanding Invoices</b>			
<b>Number</b>	<b>Date</b>	<b>Balance</b>	
36611	5/15/2015	2,693.58	
<b>Total</b>		<b>2,693.58</b>	

Total Compensation 39,097.00





northwest hydraulic consultants inc.  
 16300 Christensen Road, Suite 350  
 Seattle, WA 98188-3418  
 Phone: 206.241.6000 / Fax 206.439.2420  
 Tax ID 91-1113093

May 14, 2015  
 Project No: 002000655  
 Invoice No: 19266

Accounts Payable  
 Herrera Environmental Consultants  
 2200 6th Avenue, Suite 1100  
 Seattle, WA 98121-1820

Project Manager Derek Stuart  
 Project 002000655 Black Lake Algae Control

Herrera Professional Services Agreement dated February 27, 2015  
 Email invoice to: [Accountspayable@herrerainc.com](mailto:Accountspayable@herrerainc.com)

**Professional Services for the period ending April 30, 2015**

Task 00001 Water and Nutrient Load Summary

**Professional Personnel**

	Hours	Rate	Amount	
Principal				
Hartley, David	.75	235.00	176.25	
Sr. Engineer 2				
Stuart, Derek	22.75	155.00	3,526.25	
Engineer 1				
Gould, Samuel	.50	140.00	70.00	
Totals	24.00		3,772.50	
<b>Total Labor</b>				<b>3,772.50</b>
				<b>Task Total \$3,772.50</b>

Billing Limits	Current	Prior	To-Date	
Total Billings	3,772.50	0.00	3,772.50	
Limit			3,720.00	
Adjustment				-52.50
			<b>Total Project Invoice Amount</b>	<b>\$3,720.00</b>

Billings to Date	Current	Prior	Total
	3,720.00	0.00	3,720.00

**IEH - Aquatic Research**3927 Aurora Ave. N  
Seattle, WA 98103206-632-2715 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 #
4/30/2015	129030

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

<b>Notes</b>

Customer PO	Payment Terms	Due Date	Sales Rep ID	VTSR	CASE FILE #
15-05987-000	Net 30	5/30/2015		3/18/2015	HER08005
Quantity	Item Code	Description	Price Each	Amount	
8	SMDIG	Metals Digest - Soil	18.00	144.00	
8	ICP	ICP / Element	10.00	80.00	
8	S160.4	Volatile Solids @550	10.00	80.00	
16	S160.3	Total Solids - Soil	10.00	160.00	
16	S365.1	Soil Total - P	25.00	400.00	
16	MISC	Phos Fractions	100.00	1,600.00	
<b>RECEIVED</b> MAY 06 2015 By _____					
				<b>Total</b>	<b>\$2,464.00</b>

## Black Lake Project Progress Report for Herrera Environmental Consultants

### Invoice Period: May 2 through May 29, 2015

Task	Project Budget	Previously Invoiced	Amount this Period	Budget Remaining	Billed to Date	Percent Complete	Work Performed
001-001	\$10,691.00	\$4,834.68	\$5,780.54	\$75.78	\$10,615.22	99%	Completed water/phosphorus budgets
002-001	\$10,667.00	\$5,417.81	\$3,883.86	\$1,365.33	\$9,301.67	87%	Estimated sediment inactivation dose
003-001	\$3,418.00	\$0.00	\$1,637.84	\$1,780.16	\$1,637.84	48%	Estimated watershed inactivation dose
004-001	\$12,871.00	\$678.34	\$6,443.24	\$5,749.42	\$7,121.58	55%	Prepared preliminary draft report
005-001	\$1,450.00	\$286.29	\$425.84	\$737.87	\$712.13	49%	Prepared invoice/progress report
Total	\$39,097.00	\$11,217.12	\$18,171.32	\$9,708.56	\$29,388.44	75%	



# OrgSupport

120 State Avenue NE, #303  
Olympia, WA 98501

# Invoice

Date	Invoice #
7/16/2015	988

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

Description	Qty	Rate	Amount
Contract Services - July	1	2,500.00	2,500.00
Printing B&W	629	0.10	62.90
Printing Color	2	0.25	0.50
<b>Total</b>			\$2,563.40