



# BLACK LAKE SPECIAL DISTRICT

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**Black Lake Special District Work Session  
Monday, July 16 • 6:00 pm • 2102 Carriage Drive Bldg E• Olympia**

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

*Attachment: July 2, 2018 Minutes*

*Attachment: June Financials*

6. Warrant Requests

*Attachment: Brian Wilmovsky Reimbursement*

7. Old Business

a. Future Alum Treatment Finance Committee

b. Black Lake Ditch Update

8. Continued Public Communication

*(If needed for those who signed up earlier and did not get an opportunity to speak during the allotted 30 minutes.)*

9. Adjournment of Public Meeting

## **Next Meetings:**

Regular Meeting, Monday, August 6, 2018, 6:00pm (OrgSupport Offices)

Work Session Meeting, Monday, August 27, 2018, 6:00 pm (OrgSupport Offices)



# BLACK LAKE SPECIAL DISTRICT

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**Black Lake Special District Work Session  
Monday, June 4 • 6:00 pm • 2102 Carriage Drive Bldg E• Olympia**

1. Call to Order – **The meeting was called to order by Chair Stinzi at 6:15 pm.**
2. Roll Call
  - Brian Wilmorsky
  - Lake Stinzi
  - Vernon Bonfield
3. Approval of Agenda – **It was moved, second, passed unanimously to approve the agenda as presented.**
4. Public Communication – None
5. Informational Materials – Commissioners approved the minutes and financials as presented. Chair Stinzi asked that a Treasurers Fund Report be provided as well. DD12

*Attachment: April 2, 2018 Minutes*  
*Attachment: Financials*

6. Warrant Requests – Commissioners approved the four warrant requests.

*Attachment: Lake Stintzi Reimbursement*  
*Attachment: Brian Wilmovsky Reimbursement*  
*Attachment: Vern Bonfield Reimbursement*  
*Attachment: Contract Services Invoice #1950*

7. Old Business
  - a. Kiosk – *Chair Stinzi will send content to OrgSupport to create a sign for the lake. Commissioners discussed their concerns about the lack of progress on the completion of the kiosk. Craig Ottavelli will follow up with the contractor and the commissioners.*
  - b. Future Alum Treatment Finance Committee – Commissioner Wilmovsky emailed the committee to touch base on June 4, 2018
  - c. Black Lake Ditch Contractor Update – Almost a month ago Chair Stintzi filled out a public works work request regarding the debris in the water channel. Chair Stintzi has not gotten a response yet, but he will follow up when it is exactly one month. If he does not receive a response to that, he will look for other channels of communication.
  - d. Annual Meeting Recap – The event went well but there was too much cross talk. There was discussion that one presenter was not approved by the commissioners prior to the event. OrgSupport reported all official presenters on the agenda were confirmed and/or approved by one or more BLSD commissioners; there were no speakers invited or scheduled without BLSD commissioner approval.
8. New Business
  - a. Chair Stintzi has researched how many septic systems on Black lake have not been pumped in six years and he recommends sending a letter to those homeowners asking them to comply with county recommendations and pump their septic systems. Incentives to encourage homeowners to comply were discussed including partnering with a septic pumping service like A+ Services to offer a discount to those homeowners. *Craig Ottavelli to follow up with commissioners and then contact A+ Services.*



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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 – The meeting was adjourned at 6:45 pm.**

**Next Meetings:**

Regular Meeting, Monday, July 2, 2018, 6:00pm (OrgSupport Offices)  
Work Session Meeting, TBD (OrgSupport Offices)

## Black Lake Special District Budget vs. Actual

January through June 2018

Cash Basis

	Jan - Jun 18	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Rates & Charges	103,499.41	153,000.00	-49,500.59	67.6%
<b>Total Income</b>	103,499.41	153,000.00	-49,500.59	67.6%
<b>Expense</b>				
<b>Business Expenses</b>				
Treasurer Fees	0.00	1,530.00	-1,530.00	0.0%
<b>Total Business Expenses</b>	0.00	1,530.00	-1,530.00	0.0%
<b>Contract Services</b>				
Attorney Fees & Charges	0.00	2,000.00	-2,000.00	0.0%
Non-recurring Contract Services	27,908.00			
Recurring Contract Services	15,000.00	30,700.00	-15,700.00	48.9%
<b>Total Contract Services</b>	42,908.00	32,700.00	10,208.00	131.2%
Election Expenses	0.00	3,150.00	-3,150.00	0.0%
<b>Governing Expenses</b>				
Per Diem	1,671.00	4,320.00	-2,649.00	38.7%
<b>Total Governing Expenses</b>	1,671.00	4,320.00	-2,649.00	38.7%
<b>Lake Management</b>				
Control	0.00	50,000.00	-50,000.00	0.0%
Permitting Fees	0.00	500.00	-500.00	0.0%
<b>Total Lake Management</b>	0.00	50,500.00	-50,500.00	0.0%
<b>Operations</b>				
Postage, Mailing Service	418.00			
Printing and Copying	252.92			
Supplies	7.30			
<b>Total Operations</b>	678.22			
<b>Other Types of Expenses</b>				
Insurance	0.00	2,754.00	-2,754.00	0.0%
Other Expenses	100.00	64,640.00	-64,540.00	0.2%
<b>Total Other Types of Expenses</b>	100.00	67,394.00	-67,294.00	0.1%
<b>Total Expense</b>	45,357.22	159,594.00	-114,236.78	28.4%
<b>Net Ordinary Income</b>	58,142.19	-6,594.00	64,736.19	-881.7%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Interest Income	909.44			
<b>Total Other Income</b>	909.44			
<b>Net Other Income</b>	909.44	0.00	909.44	100.0%
<b>Net Income</b>	<b>59,051.63</b>	<b>-6,594.00</b>	<b>65,645.63</b>	<b>-895.5%</b>

**Black Lake Special District**  
**Statement of Financial Position**  
As of June 30, 2018

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	<u>Jun 30, 18</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Thurston County Treasurer	256,359.13
<b>Total Checking/Savings</b>	<u>256,359.13</u>
<b>Total Current Assets</b>	<u>256,359.13</u>
<b>TOTAL ASSETS</b>	<u><b>256,359.13</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	163,038.65
<b>Total Accounts Payable</b>	<u>163,038.65</u>
<b>Total Current Liabilities</b>	<u>163,038.65</u>
<b>Total Liabilities</b>	163,038.65
<b>Equity</b>	
Unrestricted Net Assets	34,268.85
Net Income	59,051.63
<b>Total Equity</b>	<u>93,320.48</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>256,359.13</b></u>

**Black Lake Special District**  
**Statement of Income and Expense**  
June 2018

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	<u>Jun 18</u>
Ordinary Income/Expense	
Income	
Rates & Charges	1,464.85
Total Income	1,464.85
Expense	
Governing Expenses	
Per Diem	1,254.00
Total Governing Expenses	1,254.00
Total Expense	1,254.00
Net Ordinary Income	210.85
Other Income/Expense	
Other Income	
Interest Income	144.24
Total Other Income	144.24
Net Other Income	144.24
Net Income	<u><u>355.09</u></u>



# BLACK LAKE SPECIAL DISTRICT

## BLACK LAKE SPECIAL DISTRICT

### Reimbursement & Expenditure Request

Today's Date 6/27/18

Itemize Expenditures Below

Description (Meeting Attended, Mileage, Food, Lodging, etc.)	Miles Traveled*	Date	Amount
Work Session		2/12/18	\$114
Work Session		3/5/18	\$114
Board Meeting		4/2/18	\$114
Work Session		4/23/18	\$114
Annual Meeting		5/07/18	\$114
Work Session		6/04/18	\$114

\*Administrative office will calculate amount for mileage reimbursement.

Total \$684

Receipts are required for reimbursement. Please attach to form.

Make check payable to: Brian Wilmovsky

Mailing address: 2627 Capital Mall Dr SW, B-3A, Olympia, WA 98502

Signature: \_\_\_\_\_

Please return this form to the administrative office by the 1<sup>st</sup> of each month.