



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Work Session
Monday, August 20 • 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. Approval of Consent Agenda

Attachment: August 6, 2018
Attachment: July 16, 2018 Minutes
Attachment: July Financials

6. Warrant Requests

Attachments: Wilmovsky Reimbursement
2018 Thurston County Administrative Fee
OrgSupport Invoice #2040
AquaTechnex Invoice #9260

7. Old Business

- a. Future Alum Treatment Finance Committee
- b. Debris under Black Lake – Belmore bridge
- c. Herbicide treatment plan

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:

Work Session Meeting, September 3, 2018
Regular Session Meeting, September 17, 2018



BLACK LAKE SPECIAL DISTRICT

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

1. Call to Order – **Chair Stintzi called the meeting to order at 6:05 pm.**
2. Roll Call
 - Brian Wilmovsky
 - Lake Stintzi
 - 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 reviewed and amended the minutes and asked they appear on the next agenda for approval.

Attachments: *July 16, 2018 Minutes*
July Financials

6. Warrant Requests – Commissioners reviewed the warrant requests and asked they appear on the next agenda for final approval.

Attachments: *Wilmovsky Reimbursement*
2018 Thurston County Administrative Fee
OrgSupport Invoice #2040
AquaTechnex Invoice #9260

7. Old Business
 - a. Future Alum Treatment Finance Committee – *OrgSupport will work with Commissioner Wilmovsky to prepare a treatment timeline.* Commissioners are concerned a treatment that seals the bottom of the lake would not address additional nitrogen loading from other sources. A guarantee from the scientist calculating dosages would help create confidence in the recommendation.
 - b. Debris under Black Lake – Belmore bridge – The ditch is running very low because of the dry weather. Beaver dams must be removed by hand clearing. Jennifer Walker has not responded to Commissioner Stintzi. Commissioner Stintzi will communicate directly with Thurston County Public works to express concern about the debris under the bridge.
 - c. Herbicide treatment plan – Postcard notification was sent to notification addresses. Notice of the distribution of notices was sent to the applicator by email (in response to an email received from the applicator). Commissioner Stintzi sent an additional email notification to the applicator who reported he had not received the earlier notice. Upon distribution of future legal notices OrgSupport will request confirmation of email communications and also communicate by telephone with applicators to confirm for them distribution dates.
 - d. Kiosk Signage – Commissioner Stintzi is working with a designer to create signage. The principal sign will be modeled on the Long Lake speed limit sign. Additional signage will include information on the Special District, weeds, etc. The signage will include principal locations to include Salmon Shores, Columbus Park, and the boat ramp.
 - e. Septic Letter – OrgSupport completed the septic data sort, preparation of materials, and mailing.

8. Items from the Floor



BLACK LAKE SPECIAL DISTRICT

- a. *OrgSupport will coordinate Mike Hotchkinson to present to the BLSD at a work session to discuss lake aeration.*
 - b. Commission Stintzi reported Rob Zizetti is working at Lake Tapps and a septic system. Historically he has found local jurisdictions have difficulty following through with corrections.
 - c. *OrgSupport will request testing data on Fishpond Creek, including for fecal chloroform, from Thurston County.*
9. Continued Public Communication – None.
10. Adjournment of Public Meeting – **Chari Stintzi adjourned the meeting at 7:00 pm.**

Next Meetings:
Regular Meeting: August 20th 2018
Work Session: September 3rd 2018



BLACK LAKE SPECIAL DISTRICT

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

1. Call to Order – **Commissioner Stinzi called the meeting to order at 6:10 pm.**
2. Roll Call
 - Brian Wilmovsky
 - Lake Stinzi
 - Vern Bonfield
 - (Guest) Jason Mosebar
3. Approval of Agenda – **It was moved, second, passed unanimously to approve the agenda as presented with the following edits to the June 4, 2018 Minutes.**
 - a. *OrgSupport will update the June 4th minutes, section 7 sub section d “Annual Meeting Recap” – Strike everything but the first sentence.*
 - b. *OrgSupport will add Thurston County Commissioner Bud Blake was in attendance and needs to be noted.*
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 – Brian Wilmovsky is in contact with Allen Crane. We have been approved for a 30-year loan with an annual debt service for 61K annually, which totals at 2.2 million dollars. Green Lake had incredible results with 1 million dollar budget. BLSO just finished year 2 in the current debt service. BLSO wants updated analysis and recommendations from Tetratich to compare to the results that were provided two years ago. *Brian Wilmovsky will send Vern Bonfield the core samples/findings from the initial evaluation from 2 years ago.*
 - b. Debris under Black Lake – Belmore bridge – *Lake Stinzi will send an email to public works, they have not responded to calls yet.*
 - c. Herbicide treatment plan – Brian Wilmovsky reported. High Importance: Kyle emailed OrgSupport the language to use for the mailing to parcel owners. *OrgSupport will send 10 day notice to parcel owners of treatment. OrgSupport will contact Brian Wilmovsky when the notice has been sent.*
 - d. Kiosk signage – *Lake Stinzi will call Signarama and ask if they can make lake signs similar to the signs at Long Lake. Brian Wilmovsky made the request the distances for speed in comparison to other boaters/jet skiers and shore be included in the signs for added safety.*



BLACK LAKE SPECIAL DISTRICT

- e. Septic Letter – 68 parcels have not had their septic pumped in 6 years. The commissioners read over the drafted letter notifying parcel owners that they have not pumped in 6 years. *OrgSupport will check the parcel owners with current addresses before sending the notice.*

- 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.*)
 - a. *OrgSupport will connect Lake Stinzi with Rick Perry for some Graphic Design work for the Kiosk.*
 - b. Geese – Brian Wilmovsky and Jason Mosebar have looked into hunting license for Geese, Jason Mosebar has a group of people who are interested in hiring someone to come get rid of the geese. The limit is 4 a day for hunting. The discussion will continue!
 - c. Lily pad discussion – Commissioners discussed treating the lily pads with Glyphosphate in late August to kill the lily pads in strips (brown, green), then the good stuff holds the bad stuff in place until a harvester comes in to remove it all. Send a notice to the parcel owners letting them know they will have their lily pads removed. *OrgSupport will send out letter to homeowners (all) giving a notice of lily pad removal and an invite to call if they have questions. OrgSupport will send the commissioners a copy of the notice sent to us by Kyle before we send it out.*

- 9. Adjournment of Public Meeting – **Commissioner Stinzi adjourned the meeting at 6:59 pm.**

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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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

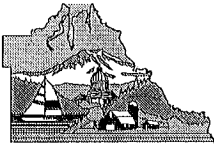
Receipts are required for reimbursement. Please attach to form.

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 1st of each month.




THURSTON COUNTY

WASHINGTON

INCORPORATED 1853

JEFF GADMAN
TREASURER

2000 Lakeridge Drive SW, Olympia, Washington 98502-6080 • 360-786-5550 • FAX 360-754-4683

DATE: July 18, 2018
TO: Lake Stintzi, Black Lake Special District
FROM: Kathi Swarthout, Accountant 
RE: 2018 - Annual Administration Fee –

The Treasurer's annual administration fee for the 2018 collection year is coming due. The fee is 1% of the amount of the annual assessment. The total amount of the Black Lake Special District assessments for 2018 is \$156,267.39. The amount due for the 2018 administration fee is \$1,562.67.

2018 Annual Administration Fee \$1,562.67
Due August 24, 2018

Please sign below to authorize the Treasurer to deduct this amount from your fund effective August 24, 2018.

If you have questions, please contact me at 360-786-5547.

I authorize Thurston County Treasurer to process the following JE

Org: 63540000
Object: 237000
Debit Amount: \$1,562.67

Signed _____

Credit:
Org: 0104A453
Object: 341420
Credit Amount: \$1,562.67



OrgSupport

120 State Avenue NE, #303
Olympia, WA 98501

Invoice

Date	Invoice #
7/31/2018	2040

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

Description	Qty	Rate	Amount
Contract Services - August	1	2,500.00	2,500.00
Printing B&W	152	0.10	15.20
Printing Color	40	0.25	10.00
Stamps	3	0.50	1.50
Printing Professional Materials - Weed Treatment Postcards (VistaPrint)	1	353.93	353.93
Total			\$2,880.63



Invoice

Date	Invoice #
7/21/2018	9260

P.O. Box 30824
 Bellingham WA 98228

Bill To
Black Lake Special District 120 State Avenue NE, Suite 303 Olympia WA 98501 United States

Terms	Due Date	PO #	Project	End Date	Shipping Code
					Ship Via

Item	Quantity	Description	Rate	Tax	Amount
Washington Service	1	Aquatic vegetation survey of Black Lake	2,650.00	Yes	2,650.00
			Subtotal		2,650.00
			Tax (Sales Tax 8.9%)		235.85
			Total		\$2,885.85



Thurston County Treasurer
July 2018 Statement
Black Lake DD #12
Fund 6354 - DD #12 BLACK LAKE

Cash Activity

Date	Description	Amount	Notes
07/01/2018	Beginning Cash Balance	\$256,359.13	
	Receipts/Deposits/Refunds:		
07/31/2018	Tax & Assessment Receipts	503.08	
07/31/2018	Interest Paid	388.07	
	Total Deposits	\$891.15	
	Warrant Issues & Voids/Fees/ACH/Wires:		
07/17/2018	Issued Warrants	(6,712.34)	
07/18/2018	Issued Warrants	(2,568.58)	
	Total Warrants and Electronic Disbursements	(\$9,280.92)	
07/31/2018	Ending Cash Balance	\$247,969.36	

Warrant Activity

07/01/2018	Beginning Warrants Outstanding	\$987.00
	Total Warrants Issued	9,280.92
	Total Warrants Redeemed	(7,083.92)
	Total Warrants Voided	-
07/31/2018	Ending Warrants Outstanding	\$3,184.00

Investment Activity

07/01/2018	Beginning Interest Receivable	\$769.62
	Interest Earned	339.08
	Cash Paid	(388.07)
07/31/2018	Ending Interest Receivable	\$720.63

TCIP Yield (used to calculate interest earnings)	1.58%
LGIP Yield (budget benchmark)	1.89%

Black Lake Special District Profit & Loss Budget vs. Actual

Cash Basis

January through July 2018

	Jan - Jul 18	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Rates & Charges	104,002.49	153,000.00	-48,997.51	68.0%
Total Income	104,002.49	153,000.00	-48,997.51	68.0%
Expense				
Business Expenses				
Treasurer Fees	0.00	1,530.00	-1,530.00	0.0%
Total Business Expenses	0.00	1,530.00	-1,530.00	0.0%
Contract Services				
Attorney Fees & Charges	0.00	2,000.00	-2,000.00	0.0%
Non-recurring Contract Services	27,908.00			
Recurring Contract Services	20,000.00	30,700.00	-10,700.00	65.1%
Total Contract Services	47,908.00	32,700.00	15,208.00	146.5%
Election Expenses	0.00	3,150.00	-3,150.00	0.0%
Governing Expenses				
Per Diem	1,671.00	4,320.00	-2,649.00	38.7%
Total Governing Expenses	1,671.00	4,320.00	-2,649.00	38.7%
Lake Management				
Control	0.00	50,000.00	-50,000.00	0.0%
Permitting Fees	0.00	500.00	-500.00	0.0%
Total Lake Management	0.00	50,500.00	-50,500.00	0.0%
Operations				
Postage, Mailing Service	419.96			
Printing and Copying	265.72			
Supplies	7.36			
Total Operations	693.04			
Other Types of Expenses				
Insurance	0.00	2,754.00	-2,754.00	0.0%
Other Expenses	153.76	64,640.00	-64,486.24	0.2%
Total Other Types of Expenses	153.76	67,394.00	-67,240.24	0.2%
Total Expense	50,425.80	159,594.00	-109,168.20	31.6%
Net Ordinary Income	53,576.69	-6,594.00	60,170.69	-812.5%
Other Income/Expense				
Other Income				
Interest Income	1,297.51			
Total Other Income	1,297.51			
Net Other Income	1,297.51	0.00	1,297.51	100.0%
Net Income	54,874.20	-6,594.00	61,468.20	-832.2%

Black Lake Special District
Statement of Financial Position
As of July 31, 2018

	<u>Jul 31, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
Thurston County Treasurer	252,181.70
Total Checking/Savings	<u>252,181.70</u>
Total Current Assets	<u>252,181.70</u>
TOTAL ASSETS	<u>252,181.70</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	163,038.65
Total Accounts Payable	<u>163,038.65</u>
Total Current Liabilities	<u>163,038.65</u>
Total Liabilities	163,038.65
Equity	
Unrestricted Net Assets	34,268.85
Net Income	54,874.20
Total Equity	<u>89,143.05</u>
TOTAL LIABILITIES & EQUITY	<u>252,181.70</u>

Black Lake Special District
Statement of Income and Expense
July 2018

	<u>Jul 18</u>
Ordinary Income/Expense	
Income	
Rates & Charges	503.08
Total Income	503.08
Expense	
Contract Services	
Recurring Contract Services	5,000.00
Total Contract Services	5,000.00
Operations	
Postage, Mailing Service	1.96
Printing and Copying	12.80
Supplies	0.06
Total Operations	14.82
Other Types of Expenses	
Other Expenses	53.76
Total Other Types of Expenses	53.76
Total Expense	5,068.58
Net Ordinary Income	-4,565.50
Other Income/Expense	
Other Income	
Interest Income	388.07
Total Other Income	388.07
Net Other Income	388.07
Net Income	<u><u>-4,177.43</u></u>