



# BLACK LAKE SPECIAL DISTRICT

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**Black Lake Special District Work Session Meeting**  
**Monday, March 4 • 6:15 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  
*Attachments: February Regular Meeting Minutes  
February Financials*
6. Warrant Requests  
  
*Attachments:  
OrgSupport Invoice #3158*
7. Old Business
  - a. March Alum Treatment
    - i. Alum Treatment Planning
    - ii. Creek and Rivulet Screening
8. Items from the Floor
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 Session Meeting, March 18, 2019  
Work Session Meeting, April 1, 2019



# BLACK LAKE SPECIAL DISTRICT

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**Black Lake Special District Regular Meeting**  
**Monday, February 25 • 6:15 pm • 2102 Carriage Drive Bldg E• Olympia**

## **ACTION ITEMS:**

- Commissioner Wilmovski will research bond and note requirements with Ms. Gregory for discussion at the March 4<sup>th</sup> meeting.
  - Commissioner Stintzi will work with Herrera to refine the screening scope and prepare a contract for review and possible adoption at a future meeting.
1. Call to Order – **Chair Stintzi called the meeting to order at 6:15 pm.**
  2. Roll Call – **Chair Stintzi called roll and established a quorum.**  
Present:
    - a. Lake Stintzi
    - b. Brian Wilmovski
  3. Approval of Agenda – **It was moved, second, passed unanimously to approve the agenda as presented.**
  4. Public Communication – None.
  5. Approval of Consent Agenda – **It was moved, second, passed unanimously to approve the Consent Agenda as presented.**  
*Attachments:*
    - January Regular Minutes*
    - January Financials*
    - 2019 Authorized Signature List for Districts*
    - OrgSupport Invoice #3127*
  6. Old Business
    - a. March Alum Treatment
      - i. Treatment and Loan Funding – Commencement Bank will offer a loan with a term less than 30 years. Commissioner Wilmovski shared special assessment bonding data which would be partnered with Anchor. *Commissioner Wilmovski will research bond and note requirements with Ms. Gregory for discussion at the March 4<sup>th</sup> meeting.*
  7. New Business
    - a. Creek and Rivulet Screening – Commissioners reviewed the updated Herrera scope of work which includes additional streams and testing sites. *Commissioner Stintzi will work with Herrera to refine the screening scope and prepare a contract for review and possible adoption at a future meeting.*
    - b. Lake Tapps Water Quality Monitoring Report – Information only.
    - c. Lake Whatcom Water Quality Monitoring Report – Information only.
  8. Items from the Floor – None.



# BLACK LAKE SPECIAL DISTRICT

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9. Continued Public Communication – None.
10. Adjournment of Public Meeting – **With no further business, Commissioner Stintzi adjourned the meeting at 6:45 pm.**

**Next Meetings:**

Work Session Meeting, March 4, 2019  
Regular Meeting, March 18, 2019

**Black Lake Special District**  
**Statement of Financial Position**  
As of February 28, 2019

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	<u>Feb 28, 19</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Thurston County Treasurer	242,637.95
<b>Total Checking/Savings</b>	<u>242,637.95</u>
<b>Total Current Assets</b>	<u>242,637.95</u>
<b>TOTAL ASSETS</b>	<u><b>242,637.95</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	128,213.10
<b>Total Accounts Payable</b>	<u>128,213.10</u>
<b>Total Current Liabilities</b>	<u>128,213.10</u>
<b>Total Liabilities</b>	128,213.10
<b>Equity</b>	
Unrestricted Net Assets	118,052.79
Net Income	-3,627.94
<b>Total Equity</b>	<u>114,424.85</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>242,637.95</b></u>

**Black Lake Special District**  
**Statement of Income and Expense**  
February 2019

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	<u>Feb 19</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Investments</b>	
Interest-Savings, Short-term CD	274.55
<b>Total Investments</b>	274.55
<b>Rates &amp; Charges</b>	1,751.02
<b>Total Income</b>	2,025.57
<b>Expense</b>	
<b>Contract Services</b>	
Recurring Contract Services	2,500.00
<b>Total Contract Services</b>	2,500.00
<b>Governing Expenses</b>	
Per Diem	570.00
<b>Total Governing Expenses</b>	570.00
<b>Operations</b>	
Postage, Mailing Service	1.00
Printing and Copying	8.60
Supplies	0.30
<b>Total Operations</b>	9.90
<b>Total Expense</b>	3,079.90
<b>Net Ordinary Income</b>	-1,054.33
<b>Net Income</b>	<u><u>-1,054.33</u></u>

## Black Lake Special District Profit & Loss Budget vs. Actual

Cash Basis

January through February 2019

	Jan - Feb 19	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Investments</b>				
Interest-Savings, Short-term CD	664.30	1,925.00	-1,260.70	34.5%
<b>Total Investments</b>	664.30	1,925.00	-1,260.70	34.5%
<b>Rates &amp; Charges</b>	2,455.21	163,520.00	-161,064.79	1.5%
<b>Total Income</b>	3,119.51	165,445.00	-162,325.49	1.9%
<b>Expense</b>				
<b>Business Expenses</b>				
Treasurer Fees	0.00	1,635.00	-1,635.00	0.0%
<b>Total Business Expenses</b>	0.00	1,635.00	-1,635.00	0.0%
<b>Contract Services</b>				
Attorney Fees & Charges	0.00	2,000.00	-2,000.00	0.0%
Non-recurring Contract Services	0.00	3,000.00	-3,000.00	0.0%
Recurring Contract Services	5,000.00	30,000.00	-25,000.00	16.7%
<b>Total Contract Services</b>	5,000.00	35,000.00	-30,000.00	14.3%
<b>Governing Expenses</b>				
Per Diem	1,710.00	7,000.00	-5,290.00	24.4%
<b>Total Governing Expenses</b>	1,710.00	7,000.00	-5,290.00	24.4%
<b>Lake Management</b>				
Control	0.00	45,000.00	-45,000.00	0.0%
Permitting Fees	0.00	500.00	-500.00	0.0%
<b>Total Lake Management</b>	0.00	45,500.00	-45,500.00	0.0%
<b>Operations</b>				
Postage, Mailing Service	4.50	550.00	-545.50	0.8%
Printing and Copying	32.20	2,090.00	-2,057.80	1.5%
Supplies	0.75	50.00	-49.25	1.5%
Technology & Online Services	0.00	400.00	-400.00	0.0%
<b>Total Operations</b>	37.45	3,090.00	-3,052.55	1.2%
<b>Other Types of Expenses</b>				
Insurance	0.00	2,809.00	-2,809.00	0.0%
Note Payments	0.00	64,640.00	-64,640.00	0.0%
Other Expenses	0.00	0.00	0.00	0.0%
<b>Total Other Types of Expenses</b>	0.00	67,449.00	-67,449.00	0.0%
<b>Total Expense</b>	6,747.45	159,674.00	-152,926.55	4.2%
<b>Net Ordinary Income</b>	-3,627.94	5,771.00	-9,398.94	-62.9%
<b>Net Income</b>	<b>-3,627.94</b>	<b>5,771.00</b>	<b>-9,398.94</b>	<b>-62.9%</b>



**OrgSupport**  
120 State Avenue NE, #303  
Olympia, WA 98501

# Invoice

Date	Invoice #
4/1/2019	3158

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

Description	Qty	Rate	Amount
Contract Services - March	1	2,500.00	2,500.00
Printing B&W	48	0.10	4.80
Stamps	6	0.55	3.30
Labels	2	0.02	0.04
Tax Forms/Envelopes	7	1.00	7.00
Envelopes - Manilla	1	0.25	0.25
Postage	1	1.15	1.15
<b>Total</b>			<b>\$2,516.54</b>