



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Regular Meeting
Monday, November 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:

October Regular Meeting

October Financials

Warrant Requests

OrgSupport Invoice #3450

Herrera Invoice #44299

Herrera Invoice #44512

Herrera Invoice #44676

Herrera Invoice #44912

Herrera Invoice #45126

Herrera Invoice #45307

Reimbursements

Commissioner Bonfield Reimbursement

Commissioner Stintzi Reimbursement

Commissioner Wilmovsky Reimbursement

6. Old Business

a. Special Assessments

7. Items from the Floor

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, November 18, 2019

Regular Meeting, December 2, 2019



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Regular Meeting
Monday, October 21, 2019 • 6:15 pm • 2102 Carriage Drive Bldg. E• Olympia

1. Call to Order – **The meeting was called to order at 6:15 pm.**
2. Roll Call

Present:
 - a. Vernon Bonfield
 - b. Lake Stintzi
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:

August Regular Meeting Minutes
September Work Session Minutes
October Work Session Minutes
August Financials
Warrant Requests
OrgSupport Invoice #3416
Herrera #44676, 44299, 44512
Thurston County Bonding Process Deposit
2019 Annual Administration Fee
OrgSupport Invoice #3381

6. Old Business
 - a. Kenneydell Rates & Charges / TC Parks – Commissioner Bonfield confirmed with Thurston County the intended definition of swimmer days and noted that terminology clarification in the future could prove beneficial. During next year the number will be adjusted to reflect the new counts available from Thurston County. *OrgSupport will begin preparing rates and charges letters.*
 - b. Special Assessments – Thurston County has received the initial \$5,000.00 for staff expenses.
 7. New Business
 - a. Completion of creek/rivulet survey report and next steps – Commissioners discussed additional research on the identified trouble spots and to do some sampling at the South end of the lake where the river used to be (to explore if high levels of phosphorus is entering the lake from the marshes). The goal is to identify what can be done to minimize phosphorus inflows. *OrgSupport will post the final Herrera report to the website and send a link to the BLSD distribution list along with cover copy from Commissioner Stintzi. Commissioner Stintzi will request from Herrera a proposal for a second phase follow-up to the recently concluded creek/rivulet survey.*
 8. Items from the Floor
 - a. Water Levels – A number of constituents contacted the BLSD to share concerns about lake water levels. Chair Stintzi contacted Thurston County about the issue. Brian Murmi contacted Chair Stintzi and reported the County Road Department has taken responsibility for 5 sites with recurring beaver dams.
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BLACK LAKE SPECIAL DISTRICT

For the Black Lake Ditch, the responsibility moved from Storm Water to the Road Department over the summer. In early August Brian's team removed two dams in the ditch between the bridge and Regal Lane. Another dam identified to the North of Regal Lane the County believed was Tumwater's responsibility. The County now understands that area is also County responsibility and his group will begin working on the dam sometime during the week of October 21, and will monitor the area in the future.

- b. Regular Meetings and Work Sessions – Commissioners discussed the schedule and determined that for the future Regular Meetings would be the first meeting of each month, and if Work Sessions are necessary those would be subsequent to the Regular Meeting.
- c. Save Black Lake Letter – Commissioners reviewed a draft letter addressing pollution of Percival Creek and salmon impairment on Percival Creek, presented by Jason Mosebar, President of Save Black Lake. Consensus of Commissioners is to co-sign the letter with Save Black Lake as addressed to Thurston County and other local municipalities and government entities. .

9. Continued Public Communication – None.

10. Adjournment of Public Meeting – **With no further business, Chair Stintzi adjourned the meeting at 6:50 pm.**

Next Meetings:

Regular Meeting – November 4, 2019

Work Session – November 18, 2019

Payment Voucher Transmittal
Drainage Dist #12 Black Lake

1. Vernon Bonfield Po Box 7905 Olympia, WA 98507		Reimbursement	\$570.00
2. Lake Stintzi 7514 Cattail Ln SW Olympia, WA 98512		Reimbursement	\$570.00
3. Brian Wilmovsky 2627 Capital Mall Dr SW B-3A Olympia, WA 98502		Reimbursement	\$456.00
4. Vernon Bonfield PO Box 7905 Olympia, WA 98507		Sign Reimbursement	\$996.09
5. OrgSupport 120 State Ave #303 Olympia, WA 98501	3450	Contract Services November	\$2,555.55
6. Herrera 2200 Sixth Avenue Suite 1100 Seattle, WA 98121	44299	Watershed Pollutant Source Screening	\$1,667.16
7. Herrera 2200 Sixth Avenue Suite 1100 Seattle, WA 98121	44512	Watershed Pollutant Source Screening	\$2,338.19
8. Herrera 2200 Sixth Avenue Suite 1100 Seattle, WA 98121	44676	Watershed Pollutant Source Screening	\$2,954.18
9. Herrera 2200 Sixth Avenue Suite 1100 Seattle, WA 98121	44912	Watershed Pollutant Source Screening	\$6,205.15
10. Herrera 2200 Sixth Avenue Suite 1100 Seattle, WA 98121	45126	Watershed Pollutant Source Screening	\$5,483.42
11. Herrera 2200 Sixth Avenue Suite 1100 Seattle, WA 98121	45307	Watershed Pollutant Source Screening	\$973.90
Total for document:			\$24,769.64

Payment Voucher Transmittal
Drainage Dist #12 Black Lake

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against Drainage Dist #12 Black Lake , and that I am authorized to authenticate and certify to said claim.

Examined and Allowed

Secretary

Date

Commissioner

Commissioner

Commissioner

Date



OrgSupport

120 State Avenue NE, #303
Olympia, WA 98501

Invoice

Date	Invoice #
12/1/2019	3450

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

Description	Qty	Rate	Amount
Contract Services - November	1	2,500.00	2,500.00
Printing B&W	538	0.10	53.80
Printing Color	1	0.25	0.25
Postage	1	1.50	1.50
		Total	\$2,555.55



October 21, 2019
 Invoice No: 45307

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

Project 15-06161-001 Black Lake Watershed Pollutant Source Screening
 Email invoices to: Lake Stintzi: lake@blacklakespecialdistrict.org

Professional Services from August 31, 2019 to September 27, 2019

Task 002 Data Analysis and Reporting

Professional Personnel

	Hours	Rate	Amount	
Scientist VI				
Zisette, Rob	1.50	247.87	371.81	
GIS Analyst I				
Matsumoto-Hervol, Makie	.50	88.55	44.28	
Administrative Coordinator IV				
Jackowich, Pam	1.50	117.02	175.53	
Administrative Coordinator III				
Wadkins, Shannon	.75	109.70	82.28	
Totals	4.25		673.90	
Total Labor				673.90

Additional Fees

Misc Adj			-.26	
Total Additional Fees			-.26	-.26

Reimbursable Expenses

Other Professional Services				
8/23/2019 Thurston County 38-1908-290			26.42	
Total Reimbursables			26.42	26.42

Task Total \$700.06



Project	15-06161-001	Black Lake Watershed Pollutant Source Sc	Invoice	45307
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Task	003	Project Management
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Professional Personnel

	Hours	Rate	Amount	
Scientist VI				
Zisette, Rob	1.00	247.87	247.87	
Accounting Administrator II				
Maloof, Charlie	.25	103.89	25.97	
Totals	1.25		273.84	
Total Labor				273.84
			Task Total	\$273.84
			Total Due this Invoice	<u>\$973.90</u>

	Current	Prior	Total
Billed to Date	973.90	18,648.10	19,622.00

Outstanding Invoices

Number	Date	Balance
44299	4/24/2019	1,667.16
44512	5/28/2019	2,338.19
44676	6/24/2019	2,954.18
44912	8/9/2019	6,205.15
45126	9/16/2019	5,483.42
Total		18,648.10

Total Compensation **19,622.00**



Black Lake Project Progress Report for Herrera Environmental Consultants

Herrera Environmental Consultants

Progress Report: Black Lake Watershed Pollutant Screening

Invoice Period: August 30 through September 27, 2019 (Final)

Task	Project Budget	Previously Invoiced	Amount this Period	Billed to Date	Budget Remaining	Percent Spent	Percent Complete	Work Performed
1-Sampling	\$8,684	\$6,668.07	\$0.00	\$6,668.07	\$2,015.93	77%	100%	None
2-Reporting	\$9,220	\$11,140.89	\$700.06	\$11,840.95	-\$2,620.95	128%	100%	Revised basin map and submitted final project report on 9/12/19
3-Management	\$1,718	\$839.14	\$273.84	\$1,112.98	\$605.02	65%	100%	Prepared invoice and progress report
Total	\$19,622	\$18,648.10	\$973.90	\$19,622.00	\$0.00	100%	100%	

Planned future work: None, project complete.



Creating Solutions for Our Future

COUNTY COMMISSIONERS
 John Hutchings
 District One
 Gary Edwards
 District Two
 Tye Menser
 District Three

INFORMATION TECHNOLOGY DEPARTMENT

Dennis Osorio, Director

Thurston GeoData Center - Billing Invoice

Company: Herrera Environmental Consultants
Attn: Joseph Geigel
Address: 2200 6th Ave, Suite 1100
Seattle, WA 98121-
Phone No: (206) 787-8272 ext:

Invoice No: 38 - 1908 - 290
Order Date: 8/23/2019
Ship Date: 8/23/2019
Method: E-mail

Notes:

You are hereby requested to pay the total shown below to the County of Thurston:

<i>Product Name</i>	<i>Unit Price</i>	<i>Quantity</i>	<i>Net Amount</i>	<i>Discount</i>	<i>Item Total</i>
Data Analysis/Creation	\$96.00	0.25	\$24.00	0.00%	\$24.00
Sub-Total:					\$24.00
Shipping:					\$0.00
Tax:					\$2.42
Total:					\$26.42

A convenience fee of 2.35%, based on the total, or a minimum of \$2.00, is charged on Credit Card payments.

For Questions Regarding this Order please contact GeoData at (360) 754-4594

Vendor No:	<u>2820</u>	Received Date:	<u>9/5/19</u>
Invoice No:	<u>38-1908-290</u>	Invoice Date:	<u>8/23/19</u>
Project No:	<u>15-06161-001</u>	GL Account:	<u>5574.00</u>
Task No:	<u>2</u>		
Entered By:	<u>emir</u>	Entered Date:	

Make Check Payments to:

Thurston County Central Services
 Attn: Central Services Accountant
 2000 Lakeridge Drive. SW
 Olympia, WA 98502

Make Credit Card Payments to:

Thurston GeoData Center
 (360) 754-4594



BLACK LAKE SPECIAL DISTRICT

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Reimbursement & Expenditure Request

Itemize Expenditures Below

Description (Meeting Attended, Mileage, Food, Lodging, etc.)	Miles Traveled*	Date	Amount
Work Session Meeting		7/01/19	\$114
Regular Meeting		7/15/19	\$114
Work Session Meeting		8/05/19	\$114
Regular Meeting		8/19/19	\$114
Work Session Meeting		9/3/19	\$114

*Administrative office will calculate amount for mileage reimbursement.

Total \$570

Receipts are required for reimbursement. Please attach to form.

Make check payable to: Lake Stintzi

Mailing address: 7514 Cattail Ln SW, Olympia, WA 98512

Signature: _____

Date Signed _____



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Description (Meeting Attended, Mileage, Food, Lodging, etc.)	Miles Traveled*	Date	Amount
Work Session Meeting		7/01/19	\$114
Regular Meeting		7/15/19	\$114
Work Session Meeting		8/05/19	\$114
Regular Meeting		8/19/19	\$114
Work Session Meeting		9/3/19	\$114

*Administrative office will calculate amount for mileage reimbursement.

Total \$570

Receipts are required for reimbursement. Please attach to form.

Make check payable to: Vernon Bonfield

Mailing address: PO Box 7905, Olympia, WA 98507

Signature: _____ Date Signed _____



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Reimbursement & Expenditure Request

Itemize Expenditures Below

Description (Meeting Attended, Mileage, Food, Lodging, etc.)	Miles Traveled*	Date	Amount
Regular Meeting		7/15/19	\$114
Work Session Meeting		8/05/19	\$114
Regular Meeting		8/19/19	\$114
Work Session Meeting		9/3/19	\$114
*Administrative office will calculate amount for mileage reimbursement.			

Total \$456

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: _____ Date Signed _____



2633 Willamette Dr NE
 Suite H
 Lacey, WA 98516
 (360) 915-9207

The way to grow your business
 www.signarama-olympia.com

**PAID
 IN
 FULL**

**INVOICE
 INV-1174**

Completed Date: 10/14/2019
 Payment Terms: COD

Payment Due Date: 10/14/2019

Created Date: 9/13/2019

DESCRIPTION: large ACM sign

Bill To: BLSO
 120 State Ave NE #303
 Olympia, WA 98501
 US

Installed: BLSO
 7045 Fairview Rd SW
 Olympia, WA 98512
 US

Ordered By: Vernon Bonfield
 Email: vernon@wahealthagent.com
 Work Phone: (360) 867-8814

Salesperson: Michele Noppers
 Email: info@signarama-olympia.com
 Work Phone: 3609159207

NO.	Product Summary	QTY	UNIT PRICE	TAXABLE	AMOUNT
1	Aluminum composite sign	1	\$609.96	\$609.96	\$609.96
1.1	Aluminum Composite 1-2 sided 3mm - 116.75"x47.75" ACM				
1.2	Vinyl - Intermediate Digitally Printed - Digital print graphics				
2	install	1	\$313.20	\$313.20	\$313.20
2.1	Installation -				

Please make sure payment is ready for the day of install/pick up/delivery/completion. We accept most major credit cards.

Subtotal:	\$923.16
Taxable Amount:	\$923.16
Taxes:	\$72.93
Grand Total:	\$996.09
Amount Paid:	\$996.09
BALANCE DUE:	\$0.00



Thurston County Treasurer
October 2019 Statement
Black Lake DD #12
Fund 6354 - DD #12 BLACK LAKE

Cash Activity

Date	Description	Amount	Notes
10/01/2019	Beginning Cash Balance	\$274,825.17	
	Receipts/Deposits/Refunds:		
10/31/2019	Tax & Assessment Receipts	46,631.52	
10/31/2019	Interest Paid	387.59	
	Total Deposits	\$47,019.11	
	Warrant Issues & Voids/Fees/ACH/Wires:		
10/10/2019	Issued Warrants	(67,110.81)	
10/11/2019	Voided Warrants	1,630.78	
	Total Warrants and Electronic Disbursements	(\$65,480.03)	
10/31/2019	Ending Cash Balance	\$256,364.25	

Warrant Activity

10/01/2019	Beginning Warrants Outstanding	\$10,211.35
	Total Warrants Issued	67,110.81
	Total Warrants Redeemed	(8,580.57)
	Total Warrants Voided	(1,630.78)
10/31/2019	Ending Warrants Outstanding	\$67,110.81

Investment Activity

10/01/2019	Beginning Interest Receivable	\$1,102.86
	Interest Earned	353.39
	Cash Paid	(387.59)
10/31/2019	Ending Interest Receivable	\$1,068.66

TCIP Yield (used to calculate interest earnings)	1.81%
LGIP Yield (budget benchmark)	1.95%