



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Work Session Meeting
Tuesday, February 18 • 6:15 pm • 2627 Capital Mall Dr SW, • 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

January Financials

6. Old Business

a. Draft Assessment

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:

Regular Meeting: March 2, 2020

Work Session Meeting: March 16, 2020



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Regular Meeting
Monday, February 3 • 6:15 pm • 2627 Capital Mall Dr SW, • Olympia, WA 98502

1. Call to Order – **Chair Stintzi called the meeting to order at 6:09.**
2. Roll Call - Chair Stintzi called roll and established a quorum.

Present:

- a. Lake Stintzi
- b. Brian Wilmovsky

3. Approval of Agenda – Addition of Resolutions 20-02 and 20-03. **Moved, second and passed unanimously with changes.**
4. Public Communication – Todd Tipp, interested in cleaning up the lake.
(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.
Get thhe aaek clean
5. Approval of Consent Agenda – See attachments for comments, changes to minutes. **Moved, seconded and passed unanimously with changes.**

Attachments:

January Regular Meeting Minutes
OrgSupport #3458
Reimbursements
Commissioner Bonfield Reimbursement
Commissioner Stintzi Reimbursement
Commissioner Wilmovsky Reimbursement

6. Old Business
 - a. Draft Assessment – Moving forward. County will create letter and invite. Commissioners will also draft a letter to property owners. Affects lakefront property owners.
 - b. 2020 Budget Review – *Lake will gather and report back on second opinions for the pollutant monitoring costs.* Approved and signed.
 7. Pollutant Monitoring, Phase II – See 2020 Budget Review in Old Business
 8. Progress on Special Assessment Development – See Draft Assessment in Old Business
 9. Review of “Notice of Public Hearing” – See Draft Assessment in Old Business
 10. Resolution 20-1, replacing 19-01 – Chair Stintz redid the figures to take into account senior/disabled exemptions. **Approved and Signed.**
 11. Resolution 20-02 – **Commissioners approved and signed**
 12. Resolution 20 – 03 – New rates in effect in 2021. **Commissioners approved and signed**
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BLACK LAKE SPECIAL DISTRICT

13. Reschedule Work Session Meeting – OrgSupport closed on February 16, 2020 Changed to Tuesday, February 18. Same time and place, the Chiropractor’s office.
14. Items from the Floor – none
15. Continued Public Communication – none
(If needed for those who signed up earlier and did not get an opportunity to speak during the allotted 30 minutes.)
16. Adjournment of Public Meeting – With no further business, Chair Stintzi adjourned the meeting at 6:54.

Next Meetings:
Regular Meeting- March 2, 2020

Black Lake Special District
Statement of Financial Position
As of January 31, 2020

Cash Basis

| | Jan 31, 20 |
|--|-------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| Thurston County Treasurer | 261,770.69 |
| Total Checking/Savings | 261,770.69 |
| Total Current Assets | 261,770.69 |
| TOTAL ASSETS | 261,770.69 |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| Accounts Payable | -2,506.65 |
| Total Accounts Payable | -2,506.65 |
| Other Current Liabilities | |
| Current Portion of Loans | 629.20 |
| Total Other Current Liabilities | 629.20 |
| Total Current Liabilities | -1,877.45 |
| Long Term Liabilities | |
| Commencement Bank Note | 92,700.17 |
| Total Long Term Liabilities | 92,700.17 |
| Total Liabilities | 90,822.72 |
| Equity | |
| Unrestricted Net Assets | 178,890.29 |
| Net Income | -7,942.32 |
| Total Equity | 170,947.97 |
| TOTAL LIABILITIES & EQUITY | 261,770.69 |

Black Lake Special District
Statement of Income and Expense
January 2020

Cash Basis

| | <u>Jan 20</u> |
|------------------------------------|-------------------------|
| Ordinary Income/Expense | |
| Income | |
| Rates & Charges | 44.96 |
| Total Income | 44.96 |
| Expense | |
| Contract Services | |
| Recurring Contract Services | 2,500.00 |
| Total Contract Services | 2,500.00 |
| Governing Expenses | |
| Per Diem | 1,140.00 |
| Total Governing Expenses | 1,140.00 |
| Lake Management Control | 4,639.79 |
| Total Lake Management | 4,639.79 |
| Operations | |
| Postage, Mailing Service | 10.50 |
| Printing and Copying | 29.75 |
| Total Operations | 40.25 |
| Total Expense | 8,320.04 |
| Net Ordinary Income | -8,275.08 |
| Other Income/Expense | |
| Other Income | |
| Interest Income | 332.76 |
| Total Other Income | 332.76 |
| Net Other Income | 332.76 |
| Net Income | <u><u>-7,942.32</u></u> |

Black Lake Special District Profit & Loss Budget vs. Actual

Cash Basis

January through December 2020

| | Jan - Dec 20 | Budget | \$ Over Budget | % of Budget |
|--------------------------------------|-------------------|------------------|------------------|---------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| Rates & Charges | 44.96 | 153,000.00 | -152,955.04 | 0.0% |
| Total Income | 44.96 | 153,000.00 | -152,955.04 | 0.0% |
| 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 | 0.00 | 1,200.00 | -1,200.00 | 0.0% |
| Recurring Contract Services | 7,500.00 | 31,936.00 | -24,436.00 | 23.5% |
| Total Contract Services | 7,500.00 | 35,136.00 | -27,636.00 | 21.3% |
| Election Expenses | 0.00 | 3,670.00 | -3,670.00 | 0.0% |
| Governing Expenses | | | | |
| Per Diem | 1,596.00 | 4,320.00 | -2,724.00 | 36.9% |
| Total Governing Expenses | 1,596.00 | 4,320.00 | -2,724.00 | 36.9% |
| Lake Management | | | | |
| Control | 4,639.79 | 50,000.00 | -45,360.21 | 9.3% |
| Permitting Fees | 0.00 | 500.00 | -500.00 | 0.0% |
| Total Lake Management | 4,639.79 | 50,500.00 | -45,860.21 | 9.2% |
| Operations | | | | |
| Postage, Mailing Service | 13.70 | | | |
| Printing and Copying | 44.25 | | | |
| Supplies | 5.25 | | | |
| Total Operations | 63.20 | | | |
| Other Types of Expenses | | | | |
| Insurance | 0.00 | 2,865.00 | -2,865.00 | 0.0% |
| Other Expenses | 0.00 | 64,640.00 | -64,640.00 | 0.0% |
| Total Other Types of Expenses | 0.00 | 67,505.00 | -67,505.00 | 0.0% |
| Total Expense | 13,798.99 | 162,661.00 | -148,862.01 | 8.5% |
| Net Ordinary Income | -13,754.03 | -9,661.00 | -4,093.03 | 142.4% |
| Other Income/Expense | | | | |
| Other Income | | | | |
| Interest Income | 332.76 | | | |
| Total Other Income | 332.76 | | | |
| Net Other Income | 332.76 | 0.00 | 332.76 | 100.0% |
| Net Income | -13,421.27 | -9,661.00 | -3,760.27 | 138.9% |

**Black Lake Special District
Reconciliation Summary
Thurston County Treasurer, Period Ending 01/31/2020**

| | <u>Jan 31, 20</u> |
|--|--------------------------|
| Beginning Balance | 269,679.41 |
| Cleared Transactions | |
| Checks and Payments - 5 items | -8,286.44 |
| Deposits and Credits - 2 items | <u>377.72</u> |
| Total Cleared Transactions | <u>-7,908.72</u> |
| Cleared Balance | <u>261,770.69</u> |
| Register Balance as of 01/31/2020 | 261,770.69 |
| New Transactions | |
| Checks and Payments - 4 items | <u>-2,972.30</u> |
| Total New Transactions | <u>-2,972.30</u> |
| Ending Balance | <u>258,798.39</u> |

**Black Lake Special District
Reconciliation Detail
Thurston County Treasurer, Period Ending 01/31/2020**

| Type | Date | Num | Name | Clr | Amount | Balance |
|---------------------------------------|------------|----------|-----------------|-----|-------------------|-------------------|
| Beginning Balance | | | | | | 269,679.41 |
| Cleared Transactions | | | | | | |
| Checks and Payments - 5 items | | | | | | |
| Bill Pmt -Check | 01/08/2020 | 01524... | OrgSupport | X | -2,506.65 | -2,506.65 |
| Check | 01/09/2020 | 01524... | AquaTechnex | X | -4,639.79 | -7,146.44 |
| Check | 01/09/2020 | 01524... | Brian Wilmovsky | X | -456.00 | -7,602.44 |
| Check | 01/09/2020 | 01524... | Lake Stintzi | X | -456.00 | -8,058.44 |
| Check | 01/09/2020 | 01524... | Vernon Bonfield | X | -228.00 | -8,286.44 |
| Total Checks and Payments | | | | | -8,286.44 | -8,286.44 |
| Deposits and Credits - 2 items | | | | | | |
| Deposit | 01/31/2020 | | | X | 44.96 | 44.96 |
| Deposit | 01/31/2020 | | | X | 332.76 | 377.72 |
| Total Deposits and Credits | | | | | 377.72 | 377.72 |
| Total Cleared Transactions | | | | | -7,908.72 | -7,908.72 |
| Cleared Balance | | | | | -7,908.72 | 261,770.69 |
| Register Balance as of 01/31/2020 | | | | | -7,908.72 | 261,770.69 |
| New Transactions | | | | | | |
| Checks and Payments - 4 items | | | | | | |
| Bill Pmt -Check | 02/07/2020 | 01526... | OrgSupport | | -2,516.30 | -2,516.30 |
| Check | 02/07/2020 | 01526... | Brian Wilmovsky | | -228.00 | -2,744.30 |
| Check | 02/07/2020 | 01526... | Lake Stintzi | | -114.00 | -2,858.30 |
| Check | 02/07/2020 | 01526... | Vernon Bonfield | | -114.00 | -2,972.30 |
| Total Checks and Payments | | | | | -2,972.30 | -2,972.30 |
| Total New Transactions | | | | | -2,972.30 | -2,972.30 |
| Ending Balance | | | | | -10,881.02 | 258,798.39 |



Thurston County Treasurer
January 2020 Statement
Black Lake DD #12
Fund 6354 - DD #12 BLACK LAKE

Cash Activity

| Date | Description | Amount | Notes |
|-------------------|--|---------------------|-------|
| 01/01/2020 | Beginning Cash Balance | \$269,679.41 | |
| | Receipts/Deposits/Refunds: | | |
| 01/31/2020 | Tax & Assessment Receipts | 44.96 | |
| 01/31/2020 | Interest Paid | 332.76 | |
| | Total Deposits | \$377.72 | |
| | Warrant Issues & Voids/Fees/ACH/Wires: | | |
| 01/09/2020 | Issued Warrants | (8,286.44) | |
| | Total Warrants and Electronic Disbursements | (\$8,286.44) | |
| 01/31/2020 | Ending Cash Balance | \$261,770.69 | |

Warrant Activity

| | | |
|-------------------|---------------------------------------|-------------------|
| 01/01/2020 | Beginning Warrants Outstanding | \$2,540.25 |
| | Total Warrants Issued | 8,286.44 |
| | Total Warrants Redeemed | (2,540.25) |
| | Total Warrants Voided | - |
| 01/31/2020 | Ending Warrants Outstanding | \$8,286.44 |

Investment Activity

| | | |
|-------------------|--------------------------------------|-----------------|
| 01/01/2020 | Beginning Interest Receivable | \$759.18 |
| | Interest Earned | 408.28 |
| | Cash Paid | (332.76) |
| 01/31/2020 | Ending Interest Receivable | \$834.70 |

| | |
|--|-------|
| TCIP Yield (used to calculate interest earnings) | 1.83% |
| LGIP Yield (budget benchmark) | 1.64% |