



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Regular Meeting
Monday, March 9 • 6:15 pm • 2627 Capital Mall Dr SW, • Olympia, WA 98502

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

Attachments:

February Regular Meeting Minutes
February Work Session Minutes
Travelers CL Remittance Center Reimbursement #0106198383

6. Old Business
 - a. Draft Assessment
7. Board Roles/Terms
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:
Work Session Meeting, Monday,
March 16, 2020
Regular Meeting, April 6, 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, invite, hearing notice and mailing. 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.*
 7. Pollutant Monitoring, Phase II – Proposal to be sent to HAB Aquatic for comment by 2/18/2020.
 8. Progress on Special Assessment Development – See Draft Assessment in Old Business
 - a. Lake met with county staff and provided completed calculations for special assessment.
 9. Resolution 20-1, replacing 19-01 – Chair Stintz redid the figures to take into account senior/disabled exemptions. **Approved and Signed.**
 10. Resolution 20-02 – **Commissioners approved and signed**
 11. Resolution 20 – 03 – New rates in effect in 2021. **Commissioners approved and signed**
 12. Reschedule Work Session Meeting – OrgSupport closed on February 16, 2020 Changed to Tuesday, February 18. Same time and place, the Chiropractor’s office.
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BLACK LAKE SPECIAL DISTRICT

individually reaching out to neighbors living close to the ditch to try to gain more insight into beaver dams.

7. Items from the Floor – None.
8. Continued Public Communication – None.
9. Adjournment of Public Meeting – **With no further business, Chair Stintzi adjourned the meeting at 6:53 pm.**

Next Meetings:

Regular Meeting: March 2, 2020

Work Session Meeting: March 16, 2020



BLACK LAKE SPECIAL DISTRICT

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

MINUTES

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.
 - a. Brain Wilmovsky
 - b. Lake Stintzi
 - c. Vern Bonfield
3. Approval of Agenda – The commissioners reviewed and amended the agenda adding phase two pollutant monitoring and ramp closing as 6b and 6c. **It was moved, seconded, passed unanimously to approve the Agenda as amended.**
4. Public Communication – None.
5. Informational Materials – Chair Stintzi reviewed the 2020 budget and removed the section in the January regular meeting minutes that says that the budget was approved and signed. The county will create, publish and mail the notice to affected parcel owners. Consensus of directors is to place the February 3, 2020 meeting minutes, as amended, on the next regular meeting agenda for final approval.

Attachments:

*February 03, 2020 Regular Meeting Minutes
January Financials*

6. Old Business
 - a. Phase Two Pollutant Monitoring – \$3,300.00 is the revised price quote for Phase Two Pollutant Monitoring. Chair Stintzi recommended going forward with this project. The phase one study identified areas possibly not using fertilizers properly and other areas with possible septic problems. The phase two monitoring information could be provided to Thurston County for consideration and possible next steps working with identified problem parcels. Thurston County will only act in response to a complaint. It cost \$2,400.00 in 2019 for phase 1 monitoring. For phase two Herrera would like to conduct a full shoreline study. Commissioners discussed whether a study could detect a failing of a septic system. Commissioners discussed the challenges of implementing possible remedies to identified issues. Consensus of Commissioners is to place Phase II Movement Monitoring on the next regular meeting Consent Calendar for approval.
 - b. Ramp Closing – The last time alum treatment was done, in 2016, the ramp was closed. The ramp would be closed for a longer period of time this time. There will be approximately 65 trucks delivering 350,000 gallons of chemicals as part of SOMETHING. Commissioners discussed potential issues and recommended closing the ramp and paying Columbus Park whatever was necessary to avoid liabilities. Commissioners discussed the timing of the work session, scheduled for early March and when Thurston County will let the commissioners know about the hearing, likely late March or early April. Thurston County is the entity that will send out the public notice. Commissioners discussed sending out their own public notice. *Commissioner Stintzi will call Brian*



BLACK LAKE SPECIAL DISTRICT

about the ditch and will ask Commissioner Wilmovski where he thinks there are beaver dams.
Commissioners discussed individually reaching out to neighbors living close to the ditch to try to gain more insight into beaver dams.

7. Items from the Floor – None.
8. Continued Public Communication – None.
9. Adjournment of Public Meeting – **With no further business, Chair Stintzi adjourned the meeting at 6:53 pm.**

Next Meetings:

Regular Meeting: March 2, 2020
Work Session Meeting: March 16, 2020

Drainage Dist #12 Black Lake

1. Travelers CL Remittance Cetner PO BOX 660317 Dallas, TX 75266	0106198383	Acct # 3656W0191	\$100.00
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Total for document: \$100.00

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



TRAVELERS
DBS - 371 200202
P.O. BOX 26385
RICHMOND, VA 23260-6385

AGENT COPY

Notice of Cancellation

Account 3656W0191

Page 1 of 3

371

NICHOLSON & ASSOCIATES
118 W PINE ST
CENTRALIA WA 98531

**YOUR INSURANCE POLICY IS SUBJECT TO CANCELLATION. PLEASE
SEE REVERSE SIDE FOR NOTICE OF CANCELLATION.**



**NOTICE OF CANCELLATION
FOR NON-PAYMENT OF PREMIUM**

Insuring Company: TRAVELERS C/ SUALTY AND SURETY COMPANY OF AMERICA

PUBLIC OFF BOND

POLICY NO. 0106198383 S

Issue Date 02/11/20

ACCOUNT 3656W0191

Page 2 of 3

Named Insured and Mailing Address
**VERNON BONFIELD
PO BOX 7905
OLYMPIA WA 98507**

Agent **NICHOLSON & ASSOCIATES**

Please contact your agent if you have any questions.
PHONE: (360) 736-7601

EFFECTIVE DATE OF CANCELLATION: MARCH 22, 2020

We are pleased to have you as a customer and would like to continue to provide your insurance. Unfortunately, we have not received the premium payment due on this policy. Therefore, your policy shown on this notice will be cancelled on the effective date of cancellation shown above, at the time the policy became effective. We will refund any premium due you. We regret having to take this action, and will be pleased to rescind the cancellation if we receive the minimum due on/before the effective date of cancellation. In that event, we will send you a notice of reinstatement continuing your coverage.

Premium Information

POLICY NUMBER 0106198383 S

POLICY PERIOD 02/02/20

Previous balance \$100.00

Pay **MINIMUM DUE \$100.00**

Either Amount **TOTAL DUE \$100.00**

By **DUE DATE MARCH 22, 2020**

The policy number shown above consists of your CL policy number and policy form. For the complete policy number refer to your policy paper.

This bill is rendered by The Travelers affiliated company indicated on the policy shown on this notice.

If you are paying with a check from a Personal Checking Account, you authorize us to either use information from your check to make a one-time electronic funds transfer from your account or to process the payment as a check. If you are paying with a check from a Business Checking account, we will process the payment as a check.

Please detach the return stub and mail with your payment in the enclosed envelope to:
TRAVELERS CL REMITTANCE CENTER, PO BOX 660317, DALLAS, TX 75266-0317.

648845C 2020042 9581 371 0HE772

Payment Coupon Make checks payable to: TRAVELERS

NICHOLSON & ASSOCIATES
VERNON BONFIELD

3656W0191 0106198383 S

Include Account Number on the check.

Change of Address?
Place an "X" here.
Print changes on reverse side.

**PAYMENT MUST BE RECEIVED BY
MARCH 22, 2020**

TRAVELERS CL REMITTANCE CENTER
PO BOX 660317
DALLAS, TX 75266-0317



C

TOTAL BALANCE	\$100.00
MINIMUM DUE	\$100.00
AMOUNT ENCLOSED	

9933363536233031393140393939399400001000000001000068



Notice of Cancellation

Account 3656W0191

Page 3 of 3



OBLIGEE INFORMATION

0106198383 S
BLACK LAKE SPECIAL DISTRICT
120 STATE AVE NE STE 303
OLYMPIA,WA 98501

***** QUESTIONS? *****

If you have any questions about this statement, please contact your Agent, Travelers Billing Customer Service or the Travelers on-line Telephone Inquiry Service. To reach the Travelers Billing Customer Service or the Telephone Inquiry dial 1-800-252-2268 and follow the instructions.

Your 9 character billing account number is: --- 3656W0191.

Black Lake Special District
Statement of Financial Position
As of February 29, 2020

Cash Basis

	<u>Feb 29, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
Thurston County Treasurer	261,828.97
Total Checking/Savings	<u>261,828.97</u>
Total Current Assets	<u>261,828.97</u>
TOTAL ASSETS	<u>261,828.97</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-2,506.65
Total Accounts Payable	<u>-2,506.65</u>
Other Current Liabilities	
Current Portion of Loans	629.20
Total Other Current Liabilities	<u>629.20</u>
Total Current Liabilities	-1,877.45
Long Term Liabilities	
Commencement Bank Note	92,700.17
Total Long Term Liabilities	<u>92,700.17</u>
Total Liabilities	90,822.72
Equity	
Unrestricted Net Assets	178,890.29
Net Income	-7,884.04
Total Equity	<u>171,006.25</u>
TOTAL LIABILITIES & EQUITY	<u>261,828.97</u>

Black Lake Special District
Statement of Income and Expense

Cash Basis

February 2020

	<u>Feb 20</u>
Ordinary Income/Expense	
Income	
Rates & Charges	2,794.35
Total Income	2,794.35
Expense	
Contract Services	
Recurring Contract Services	2,500.00
Total Contract Services	2,500.00
Governing Expenses	
Per Diem	456.00
Total Governing Expenses	456.00
Operations	
Postage, Mailing Service	3.20
Printing and Copying	7.85
Supplies	5.25
Total Operations	16.30
Total Expense	2,972.30
Net Ordinary Income	-177.95
Other Income/Expense	
Other Income	
Interest Income	236.23
Total Other Income	236.23
Net Other Income	236.23
Net Income	<u><u>58.28</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	2,839.31	153,000.00	-150,160.69	1.9%
Total Income	2,839.31	153,000.00	-150,160.69	1.9%
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	-10,959.68	-9,661.00	-1,298.68	113.4%
Other Income/Expense				
Other Income				
Interest Income	568.99			
Total Other Income	568.99			
Net Other Income	568.99	0.00	568.99	100.0%
Net Income	-10,390.69	-9,661.00	-729.69	107.6%



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

Cash Activity

Date	Description	Amount	Notes
02/01/2020	Beginning Cash Balance	\$261,770.69	
	Receipts/Deposits/Refunds:		
02/29/2020	Tax & Assessment Receipts	2,794.35	
02/29/2020	Interest Paid	236.23	
	Total Deposits	\$3,030.58	
	Warrant Issues & Voids/Fees/ACH/Wires:		
02/10/2020	Issued Warrants	(2,972.30)	
	Total Warrants and Electronic Disbursements	(\$2,972.30)	
02/29/2020	Ending Cash Balance	\$261,828.97	

Warrant Activity

02/01/2020	Beginning Warrants Outstanding	\$8,286.44
	Total Warrants Issued	2,972.30
	Total Warrants Redeemed	(7,840.09)
	Total Warrants Voided	-
02/29/2020	Ending Warrants Outstanding	\$3,418.65

Investment Activity

02/01/2020	Beginning Interest Receivable	\$834.70
	Interest Earned	369.98
	Cash Paid	(236.23)
02/29/2020	Ending Interest Receivable	\$968.45

TCIP Yield (used to calculate interest earnings)	1.80%
LGIP Yield (budget benchmark)	1.59%