



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Special Meeting
Wednesday, March 23, 2022 • 12:00 pm
[Registration Link](#) for Zoom

AGENDA:

1. Call to Order
2. Roll Call
 - a. Present
 - i. Lake Stintzi
 - ii. Lottie Mosebar
 - iii. Brian Wilmovsky
3. Approval of Consent Agenda

Attachments:

February 28, 2022 Minutes
February Financial Reports and Statements
03/18/2022 Unsigned Warrant Request

4. Adjournment of Public Meeting

Next Meeting: April 18, 2022



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Meeting
Monday, February 28, 2022 • 6:15 pm

ACTION ITEMS:

- Lake will send OrgSupport a copy of the information on how to comment and attend the public hearing for addition in the letter to residents.

MINUTES:

1. Call to Order – **Chair Stintzi called the meeting to order at 6:22 PM.**
2. Roll Call
 - a. Present
 - i. Lake Stintzi
 - ii. Lottie Mosebar
 - iii. Brian Wilmovsky
3. Approval of Agenda – **It was moved by Lake, seconded by Lottie and was unanimously passed to approve the agenda as presented.**
4. Public Communication
 - a. The following people spoke:
 - i. Vernon Bonfield
5. Approval of Consent Agenda – **It was moved by Lake, seconded by Lottie, and was unanimously passed to approve the consent agenda as presented.**

Attachments:

January 10, 2022 Minutes
January Financial Reports and Statements
02/25/2022 Payment Voucher Transmittal

6. Approval of Mailing to District Residents Encouraging Participation in the 3/8/22 Public Hearing
 - a. Lake has drafted a letter to lakefront residents regarding the upcoming public hearing. *OrgSupport will check that the phone number in the letter is current and correct the number of qualified voters to 1300. Lottie suggests adding information on how to comment and attend the hearing. Lake will send OrgSupport a copy of the information on how to comment and attend the public hearing for addition in the letter to residents. OrgSupport will add the information on how to comment and attend the public hearing for addition in the letter to residents.*
7. Items from the Floor
 - a. Public communication will be moved the end of the meeting.
 - b. Lake discussed the reasoning behind BLSD being a special use district rather than a lake management district.



BLACK LAKE SPECIAL DISTRICT

8. Adjournment of Public Meeting – It was moved by Lake, seconded by Lottie, and was unanimously approved to adjourn the meeting at 6:48 PM.

Next Meeting: March 21, 2022

Black Lake Special District
Income & Expense Budget vs. Actual
January through December 2022

Cash Basis

	Jan - Dec 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Rates & Charges	2,899.11	153,000.00	-150,100.89	1.9%
Total Income	2,899.11	153,000.00	-150,100.89	1.9%
Expense				
Business Expenses				
Treasurer Fees	218.44	1,530.00	-1,311.56	14.3%
Total Business Expenses	218.44	1,530.00	-1,311.56	14.3%
Contract Services				
Attorney Fees & Charges	1,190.60	2,000.00	-809.40	59.5%
Recurring Contract Services	5,000.00	33,222.00	-28,222.00	15.1%
Total Contract Services	6,190.60	35,222.00	-29,031.40	17.6%
Election Expenses	0.00	3,895.00	-3,895.00	0.0%
Governing Expenses				
Per Diem	0.00	4,320.00	-4,320.00	0.0%
Total Governing Expenses	0.00	4,320.00	-4,320.00	0.0%
Lake Management				
Control	1,141.37	50,000.00	-48,858.63	2.3%
Permitting Fees	0.00	500.00	-500.00	0.0%
Total Lake Management	1,141.37	50,500.00	-49,358.63	2.3%
Operations				
Postage, Mailing Service	3.71			
Technology & Online Services	211.71			
Total Operations	215.42			
Other Types of Expenses				
Insurance	0.00	2,981.00	-2,981.00	0.0%
Total Other Types of Expenses	0.00	2,981.00	-2,981.00	0.0%
Total Expense	7,765.83	98,448.00	-90,682.17	7.9%
Net Ordinary Income	-4,866.72	54,552.00	-59,418.72	-8.9%
Other Income/Expense				
Other Income				
Interest Income	236.79			
Total Other Income	236.79			
Net Other Income	236.79	0.00	236.79	100.0%
Net Income	-4,629.93	54,552.00	-59,181.93	-8.5%

Black Lake Special District
Statement of Financial Position
As of February 28, 2022

Cash Basis

	Feb 28, 22
ASSETS	
Current Assets	
Checking/Savings	
Black Lake Guarantee #6355	20,000.00
Thurston County Treasurer	196,379.74
Total Checking/Savings	216,379.74
Total Current Assets	216,379.74
TOTAL ASSETS	216,379.74
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Current Portion of Loans	49,172.90
Total Other Current Liabilities	49,172.90
Total Current Liabilities	49,172.90
Long Term Liabilities	
Kitsap Bank Loan	1,284,232.90
Total Long Term Liabilities	1,284,232.90
Total Liabilities	1,333,405.80
Equity	
Unrestricted Net Assets	-1,112,614.57
Net Income	-4,411.49
Total Equity	-1,117,026.06
TOTAL LIABILITIES & EQUITY	216,379.74

Black Lake Special District
Statement of Income and Expense
February 2022

Cash Basis

	<u>Feb 22</u>
Ordinary Income/Expense	
Income	
Rates & Charges	2,874.56
Total Income	2,874.56
Expense	
Contract Services	
Attorney Fees & Charges	1,190.60
Recurring Contract Services	2,500.00
Total Contract Services	3,690.60
Operations	
Postage, Mailing Service	1.06
Total Operations	1.06
Total Expense	3,691.66
Net Ordinary Income	-817.10
Other Income/Expense	
Other Income	
Interest Income	79.24
Total Other Income	79.24
Net Other Income	79.24
Net Income	<u><u>-737.86</u></u>

Payment Voucher Transmittal
Drainage Dist #12 Black Lake

1. OrgSupport 120 State Ave NE, #303 Olympia, WA 98501	4438	Contract Services	\$2,500.00
2. Pacifica Law Group, LLP Dept. 701 PO Box 509017 San Diego, CA 92150	74420	Review and discuss petition	\$1,880.00
3. Phillips Burgess PLLC 111 - 21st Ave SW Olympia, WA 98501	1053	Response to Petition for Declaratory Relief	\$3,487.50
Total for document:			<hr/> \$7,867.50

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 #
4/1/2022	4438

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

Description	Qty	Rate	Amount
Contract Services	1	2,500.00	2,500.00
Total			\$2,500.00



T 206.245.1700
1191 2nd Avenue, Suite 2000
Seattle, WA 98101-3404
pacificalawgroup.com

March 8, 2022

Invoice Number: 74420

Black Lake Special District
Lake Stintzi
120 State Avenue NE, #303
lake@blacklakespecialdistrict.org
Olympia, WA 98501

BILLING SUMMARY

For Professional Services Rendered and Related Costs through February 28, 2022:

In Reference To: 10135.3
Finance Advice

Total Professional Services	\$ 1,880.00
Total Costs Advanced	<u> \$.00</u>
Total This Invoice	\$ 1,880.00
Previous Balance	<u> \$ 1,396.00</u>
Total Balance Due	<u> \$ 3,276.00</u>

Tax Id No. 45-1446871

PAYMENT VIA CHECK (Bank Lock Box)

Pacifica Law Group, LLP
Dept. 701
P.O. Box 509017
San Diego, CA 92150-9015

PAYMENT VIA ACH/Wire

We accept ACH and Wire payment. Please note that for security purposes, Pacifica will only send password protected banking instructions via email. If our information is not on file, please email us at accounting@pacificalawgroup.com to request that information. We recommend that you call us to verbally confirm the information before initiating payment.

Invoices are payable upon receipt. Please reference the invoice number on all payments. If you have any questions, please call us at 206-245-1700.



T 206.245.1700
1191 2nd Avenue, Suite 2000
Seattle, WA 98101-3404
pacificalawgroup.com

Black Lake Special District
Lake Stintzi
120 State Avenue NE, #303
lake@blacklakespecialdistrict.org
Olympia, WA 98501

March 8, 2022
Invoice Number: 74420

INVOICE

For Professional Services Rendered and Related Costs through February 28, 2022

In Reference To: 10135.3
Finance Advice

PROFESSIONAL SERVICES

Date	Init	Description	Hours	Amount
2/11/22	DLG	Conference call to discuss response to petition; research regarding same	2.10	840.00
2/22/22	DLG	Review materials related to petition; send summary to bank	1.20	480.00
2/28/22	DLG	Review and comment on petition response	1.40	560.00
Total Professional Services				\$ 1,880.00
Total This Invoice				\$ 1,880.00

SUMMARY OF PROFESSIONAL SERVICES

Name	Rate	Hours	Total
Deanna L. Gregory	400.00	4.70	1,880.00
Total		4.70	\$ 1,880.00

Invoice Number: 74420

March 8, 2022

OUTSTANDING INVOICES

Invoice Number	Date	Invoice Total	Payments Received	Ending Balance
72584	1/12/22	836.00	.00	836.00
73166	2/10/22	560.00	.00	560.00

Prior Balance **\$ 1,396.00**

Current Invoice \$ 1,880.00

Total Balance Due **\$ 3,276.00**



INVOICE

Invoice # 1053
Date: 03/03/2022

111 - 21st Ave SW
Olympia, WA 98501
United States
Phone: 360-742-3500

Black Lake Special District
Attn: Lake Stinzi
120 State Ave NE, #303
Olympia, WA 98501

Black Lake Special District.00001

Response to Petition for Declaratory Relief and APAM Permitting

Date	Timekeeper	Description	Hours	Total
01/27/2022	HLB	Briefly review meeting video of January 25, 2022 for ability to fast forward; email E. Petrich re whether action was taken.	0.20	\$85.00
01/28/2022	HLB	Review response from E. Petrich re hearing; email client and D. Gregory re same.	0.30	\$127.50
01/28/2022	CPW	Review and respond to email from S. Meath re clarification of public records request.	0.10	\$32.50
02/01/2022	HLB	Email E. Petrich re date for public hearing.	0.10	\$42.50
02/02/2022	HLB	Review email from E. Petrich re hearing date; coordinate with C. Pierce-Wright re draft legal argument; email client and D. Gregory re hearing preparation.	0.30	\$127.50
02/02/2022	DLG	Coordinate with H. Burgess re upcoming Board of County Commissioners public hearing re suspension, and conference call to discuss same.	0.10	\$15.00
02/02/2022	DLG	Calendar March 8, 2022 Board of County Commissioners public hearing re suspension.	0.10	\$15.00
02/02/2022	CPW	Coordinate with H. Burgess re supplementation of letter to Board of County Commissioners.	0.30	\$97.50
02/11/2022	HLB	Prepare for and attend virtual meeting with client and D. Gregory re preparation for March 8 public hearing; emails with E. Petrich re status of legal notice for same.	0.80	\$340.00
02/11/2022	CPW	Finish incorporating final revisions to letter to Board of County Commissioners to include comments from L. Stinzi and D. Gregory and rebuttal to petitioners.	2.80	\$910.00
02/11/2022	CPW	Email L. Stinzi re ongoing permit obligations following potential suspension of district.	0.10	\$32.50
02/11/2022	CPW	Attend virtual meeting with H. Burgess, D. Gregory, and L. Stinzi re preparation for public hearing on petition for suspension.	0.80	\$260.00
02/18/2022	HLB	Revise and edit public hearing response letter; coordinate with C. Pierce-	0.50	\$212.50

Wright to finalize same for client review.

02/18/2022	DLG	Coordinate with H. Burgess re Board of County Commissioners public hearing scheduled for March 8, 2022, and notice of public hearing re same.	0.10	\$15.00
02/18/2022	DLG	Download, profile, and save notice of public hearing scheduled for March 8, 2022; calendar date re same; calendar deadline to provide public comments re same; download, profile, and save citizens' petitions.	0.60	\$90.00
02/18/2022	DLG	Review, revise, and edit letter to Thurston County Board of County Commissioners re petition for suspension; revise, assemble, organize, and label exhibits thereto.	1.70	\$255.00
02/18/2022	CPW	Begin final revisions to comment letter in response to suspension petition.	0.40	\$130.00
02/18/2022	CPW	Email A. Davis re validated citizen's petition.	0.10	\$32.50
02/18/2022	CPW	Coordinate with D. Gonzalez on final review of comment letter and comparison to petitions posted online.	0.10	\$32.50
02/22/2022	HLB	Review and respond to email from client re postcard notices received for public hearing on petition.	0.10	\$42.50
02/22/2022	HLB	Coordinate with C. Pierce-Wright re additional petition analysis for response submittal.	0.10	\$42.50
02/22/2022	CPW	Review email from L. Stinzi re competing notices of upcoming proceeding.	0.10	\$32.50
02/23/2022	CPW	Email A. Davis following on prior request for validated citizen's petitions.	0.10	\$32.50
02/24/2022	HLB	Review email from client enclosing flyer placed in mailboxes; coordinate with C. Pierce-Wright to incorporate same into public hearing comment.	0.20	\$85.00
02/24/2022	HLB	Review and respond to email from client re legality of placing flyers in U.S. mailboxes.	0.10	\$42.50
02/24/2022	CPW	Review petitioners' Facebook page and news article by E. Kronenberg to assess including the same in comment letter to the County Commissioners.	0.20	\$65.00
02/24/2022	CPW	Finish drafting revisions to comment letter to County Commissioners to incorporate references to petitioner flyers and number of signatures.	0.40	\$130.00
02/24/2022	CPW	Email L. Stinzi and D. Gregory re their review of draft letter to County Commissioners.	0.20	\$65.00
02/25/2022	CPW	Email E. Petrich re validated copy of petition to suspend Black Lake Special District.	0.10	\$32.50
02/25/2022	CPW	Review validated petitions to suspend Black Lake Special District from Thurston County.	0.10	\$32.50
02/25/2022	CPW	Email L. Stinzi and D. Gregory re review of validated petitions to suspend Black Lake Special District.	0.10	\$32.50

Quantity Subtotal 11.3

Time Keeper	Hours	Rate	Total
Heather Burgess	2.7	\$425.00	\$1,147.50
Chris Pierce-Wright	6.0	\$325.00	\$1,950.00

Deanna Gonzalez	2.6	\$150.00	\$390.00
		Quantity Total	11.3
		Subtotal	\$3,487.50
		Total	\$3,487.50

Detailed Statement of Account

Other Invoices

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
1017	01/27/2022	\$4,802.50	\$0.00	\$4,802.50

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
1053	03/03/2022	\$3,487.50	\$0.00	\$3,487.50
			Outstanding Balance	\$8,290.00
			Total Amount Outstanding	\$8,290.00

Please make checks payable to: Phillips Burgess PLLC, 111 - 21st Ave SW, Olympia, WA 98501

Payment due upon receipt.