



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Meeting
Monday, April 17, 2023 • 6:15 pm
7514 Cattail LN SW, Olympia, WA 98512
[Registration Link](#) for Zoom

AGENDA:

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

(Funds) Voucher (Warrant)	Total
Invoice #1-2	\$3,060.00

Attachments:

March 6, 2023 Minutes
Financials
Invoices #1-2

5. Board Member Vacancy Outreach – Recommendation for BOCC
6. Spring Membership Meeting
7. Mailing to Lakefront Parcels Concerning Yellow-Flag Iris
8. Items from the Floor
9. Public Communication
10. Adjournment of Public Meeting

Next Meeting: May 15, 2023



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Meeting
Monday, March 6, 2023 • 6:15 pm

ACTION ITEMS:

- Lake will find information on how BLSD can be submitted for the Stormwater Capitol Project Plan.

MINUTES:

1. Call to Order – **Chair Lake Stintzi called the meeting to order at 6:18 PM.**
2. Roll Call
 - a. Present
 - i. Lake Stintzi
 - ii. Brian Wilmovsky
3. Approval of Agenda – **It was moved by Lake, seconded by Brian, and was unanimously passed to approve the agenda as presented.**
4. Approval of Consent Agenda – It would be beneficial to get the board disbursements once every six months or once every quarter instead of yearly. There is also a requirement for board members to physically sign for the payments, however Lottie has moved and is not around to sign the paperwork. The signature requirement is from the treasurer's office, *OrgSupport will work with Lottie on the disbursement paperwork.*

(Funds) Voucher (Warrant)	Total
Invoice #1-10	\$16,412.61

Attachments:

December 19, 2022 Minutes
Financials
Invoices #1-10

5. Board Member Vacancy Outreach – Lake reached out to the BOCC in regard to Carrie joining the board. The BOCC wants a wide outreach for potential board members. Could send a mailing to all parcel owners but that would probably be counterproductive due to the high volume. The board vacancy will be posted on the website, and it is in the public meeting minutes on the website. There could also be a select mailing.
6. Items from the Floor
 - a. Black Lake Ditch – Lake does not think the county has a set plan in place. Stormwater has a Capitol Project Plan. *Lake will find information on how BLSD can be submitted for the Stormwater Capitol Project Plan.*
 - b. Next board meeting is April 17th.



BLACK LAKE SPECIAL DISTRICT

7. Public Communication
 - a. The following people spoke:
 - i. Kirk Van Landeghen
8. Adjournment of Public Meeting – **Chair Lake Stinzi adjourned the meeting at 6:40 PM.**

Next Meeting: April 17, 2023

Black Lake Special District Statement of Financial Position

Cash Basis

As of March 31, 2023

	Mar 31, 23
ASSETS	
Current Assets	
Checking/Savings	
Black Lake Guarantee #6355	40,000.00
Thurston County Treasurer	174,087.90
Total Checking/Savings	214,087.90
Total Current Assets	214,087.90
TOTAL ASSETS	214,087.90
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-2,503.06
Total Accounts Payable	-2,503.06
Other Current Liabilities	
Current Portion of Loans	51,159.49
Total Other Current Liabilities	51,159.49
Total Current Liabilities	48,656.43
Long Term Liabilities	
Kitsap Bank Loan	1,233,073.41
Total Long Term Liabilities	1,233,073.41
Total Liabilities	1,281,729.84
Equity	-1,067,641.94
TOTAL LIABILITIES & EQUITY	214,087.90

Black Lake Special District Income & Expense Budget vs. Actual

Cash Basis

January through December 2023

	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Investments				
Interest-Savings, Short-term CD	759.29	1,300.00	-540.71	58.4%
Total Investments	759.29	1,300.00	-540.71	58.4%
Rates & Charges	10,675.94	186,800.00	-176,124.06	5.7%
Total Income	11,435.23	188,100.00	-176,664.77	6.1%
Gross Profit	11,435.23	188,100.00	-176,664.77	6.1%
Expense				
Business Expenses				
Treasurer Fees	0.00	1,869.00	-1,869.00	0.0%
Total Business Expenses	0.00	1,869.00	-1,869.00	0.0%
Contract Services				
Attorney Fees & Charges	2,282.50	8,000.00	-5,717.50	28.5%
Non-recurring Contract Services	2,670.30	100.00	2,570.30	2,670.3%
Recurring Contract Services	12,500.00	30,600.00	-18,100.00	40.8%
Total Contract Services	17,452.80	38,700.00	-21,247.20	45.1%
Governing Expenses				
Per Diem	4,480.00	4,500.00	-20.00	99.6%
Total Governing Expenses	4,480.00	4,500.00	-20.00	99.6%
Lake Management				
Control	14,499.93	30,000.00	-15,500.07	48.3%
Permitting Fees	682.00	600.00	82.00	113.7%
Testing and Monitoring	0.00	10,000.00	-10,000.00	0.0%
Total Lake Management	15,181.93	40,600.00	-25,418.07	37.4%
Operations				
Postage, Mailing Service	4.77	550.00	-545.23	0.9%
Printing and Copying	2.00	590.00	-588.00	0.3%
Supplies	0.55	50.00	-49.45	1.1%
Technology & Online Services	252.03	400.00	-147.97	63.0%
Total Operations	259.35	1,590.00	-1,330.65	16.3%
Other Types of Expenses				
Insurance	0.00	200.00	-200.00	0.0%
Interest Expense - General	0.00	51,000.00	-51,000.00	0.0%
Total Other Types of Expenses	0.00	51,200.00	-51,200.00	0.0%
Total Expense	37,374.08	138,459.00	-101,084.92	27.0%
Net Ordinary Income	-25,938.85	49,641.00	-75,579.85	-52.3%
Net Income	-25,938.85	49,641.00	-75,579.85	-52.3%

Black Lake Special District Statement of Income and Expense

Cash Basis

March 2023

	<u>Mar 23</u>
Ordinary Income/Expense	
Income	
Investments	
Interest-Savings, Short-term CD	182.60
Total Investments	182.60
Rates & Charges	6,615.19
Total Income	6,797.79
Gross Profit	6,797.79
Expense	
Contract Services	
Attorney Fees & Charges	1,245.00
Recurring Contract Services	7,500.00
Total Contract Services	8,745.00
Governing Expenses	
Per Diem	4,480.00
Total Governing Expenses	4,480.00
Lake Management	
Permitting Fees	682.00
Total Lake Management	682.00
Operations	
Printing and Copying	2.00
Supplies	0.55
Total Operations	2.55
Total Expense	13,909.55
Net Ordinary Income	-7,111.76
Net Income	<u><u>-7,111.76</u></u>

Payment Voucher Transmittal

1. OrgSupport 120 State Ave NE #303 Olympia, WA 98501	4839	Contract Services	\$2,500.00
2. Dickson Frohlich Phillips Burgess P 1200 E D St Tacoma, WA 98421	13530	Response to petition	\$560.00
Total for document:			<hr/> \$3,060.00

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 , 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 #
5/1/2023	4839

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



INVOICE

Invoice # 13530
Date: 03/28/2023

Dickson Frohlich Phillips Burgess PLLC

1200 E D St
Tacoma, Washington 98421
United States
Phone: 253-572-1000

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
02/23/2023	CPW	Email E. Petrich re eligibility for vacated board position.	0.10	\$35.00
02/24/2023	CPW	Video conference with E. Petrich re eligibility for appointment of board members.	0.50	\$175.00
02/24/2023	CPW	Email E. Petrich with legal analysis re eligibility for appointment of board members.	0.80	\$280.00
03/10/2023	CPW	Email L. Stinzi re status update on appointment of replacement board member.	0.10	\$35.00
03/12/2023	CPW	Review and respond to email from L. Stinzi re solicitation of interest in board membership and respond to the same.	0.10	\$35.00
Quantity Subtotal			1.6	

Time Keeper	Hours	Rate	Total
Chris Pierce-Wright	1.6	\$350.00	\$560.00
Quantity Total			1.6
Subtotal			\$560.00
Total			\$560.00

Detailed Statement of Account

Other Invoices

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
12939	03/10/2023	\$175.00	\$0.00	\$175.00

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
13530	04/11/2023	\$560.00	\$0.00	\$560.00
Outstanding Balance				\$735.00
Total Amount Outstanding				\$735.00

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

A card payment link is available through the email delivering this invoice or upon request. Payment is due upon receipt.