



# BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Meeting  
Monday, September 18, 2023 • 6:15 pm  
7514 Cattail LN SW, Olympia, WA 98512

Attendance via Zoom audio is preferred. Contact [info@blacklakespecialdistrict.org](mailto:info@blacklakespecialdistrict.org) for instructions.

## AGENDA:

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

(Funds) Voucher (Warrant)	Total
Invoices #1-4	\$22,588.59

### *Attachments:*

*July 27, 2023 Minutes*  
*August 21, 2023 Minutes*  
*Financials*  
*Invoice #1-4*

5. Reimbursement Request - Lake Stintzi
6. Request to County or Expanded Water Testing for Public Health During Summer Months
7. Black Lake Watershed Project Status
8. Items from the Floor
9. Public Communication – \*Limit of 3 minutes per person. Meeting minutes will only reflect the name of the person speaking.
10. Adjournment of Public Meeting

**Next Meeting:** October 16, 2023



# BLACK LAKE SPECIAL DISTRICT

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Black Lake Special District Special Meeting  
Thursday, July 27, 2023 • 6:15 pm

## MINUTES:

1. Call to Order – **Chair Lake Stintzi called the meeting to order at 6:25 PM.**
2. Roll Call
  - a. Present
    - i. Lake Stintzi
    - ii. Kirk Vanlandeghen
  - b. Absent
    - i. Brian Wilmovsky
3. Herbicide Control Areas – In spring Lake would like to solicit new treatment applicators and have firm dates for herbicide treatments. Earlier treatment is better for reducing vegetation. **It was moved by Lake, seconded by Kirk, and was unanimously passed to approve the control areas recommended by AquaTechNex with the addition of the three addresses where residents have requested treatment. OrgSupport will get requested resident addresses sent to AquaTechNex.**
4. E-Coli Testing in Front of Parks – Kennydale was closed because of swimmers itch and E.coli. Lake would like to instate a BLSD run sampling of the water when the county finds high E.coli. Lake is acquiring bids to determine the cost of that kind of testing.
5. Admin Fee – **It was moved by Kirk, seconded by Lake, and was unanimously passed to authorize transfer of payment to the county for the annual administration fee.**
6. Public Communication
7. Adjournment of Public Meeting – **Chair Lake Stintzi adjourned the meeting at 6:55 PM.**

**Next Meeting:** August 21, 2023



# BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Meeting  
Monday, August 21, 2023 • 6:15 pm  
7514 Cattail LN SW, Olympia, WA 98512

## ACTION ITEMS:

- Lake and Kirk will organize a meeting with Rob Zisette and will send the meeting information to OrgSupport for a possible announcement.

## MINUTES:

1. Call to Order – **Chair Lake Stintzi called the meeting to order at 6:19 PM.**
2. Roll Call
  - a. Present
    - i. Lake Stintzi
    - ii. Kirk Vanlandeghen
  - b. Absent
    - i. Brian Wilmovsky
3. Approval of Agenda – Agenda was discussed.
4. Approval of Consent Agenda – **It was moved by Lake, seconded by Kirk, and was unanimously passed to approve the consent agenda as presented.**

(Funds) Voucher (Warrant)	Total
Invoice #1	\$2,512.39

### *Attachments:*

*July 17, 2023 Minutes*  
*Financials*  
*Invoice #1*

5. Black Lake Guarantee Fund - Approval to add \$20,000 to the “Black Lake Guarantee Fund”. Contributions are required by terms of bond with Kitsap Bank.
  - a. **It was moved by Lake, seconded by Kirk, and was unanimously passed to move \$20k from fund 6354 to the Black Lake Guarantee Fund, 6355.**
6. Outstanding Warrants – OrgSupport is requested to resolve the outstanding warrants shown in the attachment.
  - a. There are three warrants that have been issued that have not been cashed. Lake sent a notice a few months ago to check in but it has not been resolved. *OrgSupport will check on the outstanding warrants and attempt to resolve them.*



# BLACK LAKE SPECIAL DISTRICT

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7. Water Sampling – The county does sampling of the lake at one location from May to October once a month. BLSD has not seen the details on the results since 2018. Lake will be sending the county an email to request they send the past results and keep the board up to date on future sampling. Lake will send a draft of his email to the board for review. *OrgSupport will add “Water Sampling Letter” to the next agenda.*
8. Items from the Floor
  - a. Black Lake Watershed Pollution Identification Project – Looking at all the septic systems in the Black Lake Watershed. Lake spoke to a project member who stated that they will be creating a dashboard to show the progress on the project. Once Lake receives the link to the dashboard via the mailing list, he will share it with the board and with OrgSupport. *OrgSupport will add the link to the Black Lake Watershed Pollution Identification Project dashboard to the BLSD website once received.*
  - b. *Lake and Kirk will organize a meeting with Rob Zisette and will send the meeting information to OrgSupport for a possible announcement. An announcement may need to go out to the public stating the meeting will be happening, but no action will be taken.*
9. Public Communication – None.
10. Adjournment of Public Meeting – **Chair Lake Stintzi adjourned the meeting at 7:19 PM.**

**Next Meeting:** September 18, 2023

**Black Lake Special District**  
**Statement of Financial Position**  
As of August 31, 2023

Cash Basis

	<u>Aug 31, 23</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Black Lake Guarantee #6355	40,000.00
Thurston County Treasurer	<u>238,114.83</u>
Total Checking/Savings	<u>278,114.83</u>
Total Current Assets	<u>278,114.83</u>
<b>TOTAL ASSETS</b>	<b><u>278,114.83</u></b>
<b>LIABILITIES &amp; EQUITY</b>	<u>278,114.83</u>

**Black Lake Special District**  
**Income & Expense Budget vs. Actual**  
**January through December 2023**

Cash Basis

	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Investments</b>				
Interest-Savings, Short-term CD	759.29	1,300.00	-540.71	58.4%
<b>Total Investments</b>	759.29	1,300.00	-540.71	58.4%
<b>Rates &amp; Charges</b>	125,537.70	186,800.00	-61,262.30	67.2%
<b>Total Income</b>	126,296.99	188,100.00	-61,803.01	67.1%
<b>Gross Profit</b>	126,296.99	188,100.00	-61,803.01	67.1%
<b>Expense</b>				
<b>Business Expenses</b>				
Treasurer Fees	1,868.38	1,869.00	-0.62	100.0%
<b>Total Business Expenses</b>	1,868.38	1,869.00	-0.62	100.0%
<b>Contract Services</b>				
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%
<b>Total Contract Services</b>	17,452.80	38,700.00	-21,247.20	45.1%
<b>Governing Expenses</b>				
Per Diem	4,480.00	4,500.00	-20.00	99.6%
<b>Total Governing Expenses</b>	4,480.00	4,500.00	-20.00	99.6%
<b>Lake Management</b>				
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%
<b>Total Lake Management</b>	15,181.93	40,600.00	-25,418.07	37.4%
<b>Operations</b>				
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%
<b>Total Operations</b>	259.35	1,590.00	-1,330.65	16.3%
<b>Other Types of Expenses</b>				
Insurance	0.00	200.00	-200.00	0.0%
Interest Expense - General	25,684.66	51,000.00	-25,315.34	50.4%
<b>Total Other Types of Expenses</b>	25,684.66	51,200.00	-25,515.34	50.2%
<b>Total Expense</b>	64,927.12	138,459.00	-73,531.88	46.9%
<b>Net Ordinary Income</b>	61,369.87	49,641.00	11,728.87	123.6%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Interest Income	2,044.69			
<b>Total Other Income</b>	2,044.69			
<b>Net Other Income</b>	2,044.69	0.00	2,044.69	100.0%
<b>Net Income</b>	<b>63,414.56</b>	<b>49,641.00</b>	<b>13,773.56</b>	<b>127.7%</b>

**Black Lake Special District**  
**Statement of Income and Expense**  
**August 2023**

Cash Basis

	<u>Aug 23</u>
Ordinary Income/Expense	
Income	
Rates & Charges	187.17
Total Income	187.17
Gross Profit	187.17
Expense	
Business Expenses	
Treasurer Fees	1,868.38
Total Business Expenses	1,868.38
Total Expense	1,868.38
Net Ordinary Income	-1,681.21
Other Income/Expense	
Other Income	
Interest Income	413.49
Total Other Income	413.49
Net Other Income	413.49
Net Income	<u><u>-1,267.72</u></u>

# Payment Voucher Transmittal

1. Aquatechnex, LLC PO Box 30824 Bellingham, WA 98228	16452	aquatic plant mapping	\$18,171.56
2. Washington State Department of Ecology Cashiering Unit PO Box 47611 Olympia, WA 98504	24-WAG994245P	Permit	\$500.00
3. Lake Stintzi 7514 Cattail LN SW Olympia, WA 98512		reimbursement	\$560.00
4. OrgSupport 120 State Ave NE, #303 Olympia, WA 98501	4993	Contract Services	\$3,357.03
Total for document:			\$22,588.59

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





# Invoice

Aquatechnex, LLC  
Aquatechnex, LLC  
P.O. Box 30824  
Bellingham WA 98228  
United States

Date	Invoice #
8/18/2023	16452

## Bill To

Black Lake Special District  
120 State Avenue NE, Suite 303  
Olympia WA 98501  
United States

Terms	Due Date	PO #	Project	End Date	Shipping Code

## Ship Via

Item	Quantity	Description	Rate	Tax	Amount
WA Consulting Services	1	Aquatic plant mapping and biobase survey	2,770.00		2,770.00
Washington Service	1	Submerged aquatic weed control, shoreline notification and application	14,065.35	Yes	14,065.35
			Subtotal		16,835.35
			Tax (Sales Tax 9.5%)		1,336.21
			Total		\$18,171.56

Mail Date: August 29, 2023



Permit Number: WAG994245  
ATTN: LAKE STINTZI  
Black Lake

BLACK LAKE SPECIAL DISTRICT  
120 STATE AVENUE NE #3  
OLYMPIA WA 98501

FY 2024 Fee Invoice  
Water Quality Program

Aquatic Pest Control Permits

FY 2024 Fee Amount	\$500.00
FY 2024 Invoiced Amount	\$500.00
Total Due	\$500.00

Invoice Number	Mail Date	Billed	Paid	Due	Due Date
24-WAG994245-1	08/29/2023	\$500.00	\$0.00	\$500.00	10/13/2023

This invoice covers Fiscal Year 2024 (July 1, 2023 through June 30, 2024).

**ECOLOGY DOES NOT PRORATE FEE FOR PERMIT TERMINATIONS.** Ecology does not assess future annual fees once Ecology terminates permit coverage. However, the full annual amount is owed for the current fiscal year regardless of the permit termination date within that fiscal year.

Please send check or money order in US currency  
payable to

**WASHINGTON STATE DEPARTMENT OF ECOLOGY**  
**(DO NOT SEND CASH)**

**Mail the payment with the payment voucher / coupon  
to:**

Washington State Department of Ecology  
Cashiering Unit  
PO BOX 47611  
Olympia, WA 98504-7611

You can pay via credit card (convenience fees apply) or echeck at <https://apps.ecology.wa.gov/ecopay/>

**Questions?** Direct questions regarding the permit fee assessment to the Water Quality Fee Unit at (800) 633-6193 /Option 2 or via email at [wqfeeunit@ecy.wa.gov](mailto:wqfeeunit@ecy.wa.gov)

-----Detach and return this payment voucher with your check or money order.-----

Water Quality Program  
Aquatic Pest Control Permits

Invoice	24-WAG994245-1
Black Lake	

Total Amount Due	\$500.00
Coding	176-WWD-02-86-000196

ATTN: LAKE STINTZI  
BLACK LAKE SPECIAL DISTRICT  
120 STATE AVENUE NE #3  
OLYMPIA WA 98501

**Mail payment to**  
Washington State Department of Ecology  
Cashiering Unit  
PO BOX 47611  
Olympia, WA 98504-7611

August 29, 2023

Black Lake Special District (BLSD)  
120 State Avenue NE, #303  
Olympia, WA 98501

Dear Sirs/Madams:

**Reimbursement Request for Legal Fees**

Please approve reimbursement to me of \$560 for legal fees paid to Dickson Frohlich Phillips Burgess, PLLC, for invoice 13530. The invoice was approved for payment by the BLSD board on 4/17 but was not processed for payment.

Enclosed is a copy of the invoice, my personal check image and email exchanges regarding the invoice.

Thank you,



Lake Stintzi  
360-870-8687  
7514 Cattail LN SW  
Olympia, WA 98512

Enclosures



# 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

### Current Invoice

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

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.

Consumer check Withdrawal Draft # 5066 X

Check Number: 5066

Front of the Check

<b>Vernon L Stintzi</b> <b>Sherry L Stintzi</b> 7514 Cattail LN SW PH 360-870-8687 Olympia, WA 98512-2433	<b>5066</b> <small>98-0002/0251</small>	<u>8/12/2023</u> Date
Pay to the Order of <u>Dickson Frohlich Phillips Burgess PLLC</u>   \$ <u>560.00</u> <u>Five hundred sixty and 0/100</u> Dollars <small>Security Features Details on Back</small>		
<b>Generations - Division of Community 1st Credit U.</b> PO Box 2526 Olympia, WA 98507 360-357-5680		
For <u>Invoice 13530</u>	<u>N. Loh</u>	
⑆325180935⑆ 789610033340⑈ 5066		

Back of the Check

For Deposit Only - JPMC

For Deposit Only to  
JPMorgan Chase Bank  
Dickson Frohlich Phillips Burgess Pl  
Operating Account  
905668270

Close



## Re: Black Lake District/Past Due Billing

Lake Stintzi

Sat 8/12/2023 6:56 PM

To: Heather Burgess <hburgess@dfpblaw.com>; Info at Black Lake Special District <info@blacklakespecialdistrict.org>

Cc: Valerie Reninger <vreninger@dfpblaw.com>

Hi Heather,

I'm mailing a personal check to your 21<sup>st</sup> Ave office with a copy of the invoice. I'm tired of the delays too!

Thanks,

Lake

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**From:** Heather Burgess <hburgess@dfpblaw.com>

**Sent:** Saturday, August 12, 2023 10:34 AM

**To:** Lake Stintzi <lake@blacklakespecialdistrict.org>; Info at Black Lake Special District <info@blacklakespecialdistrict.org>

**Cc:** Valerie Reninger <vreninger@dfpblaw.com>

**Subject:** RE: Black Lake District/Past Due Billing

Hi Lake,

Just checking in again, as unfortunately this invoice is still outstanding. Is there anything else we can do to get it paid?

Thanks so much for your help.

Best,

Heather

**HEATHER BURGESS | PARTNER**

**DICKSON FROHLICH PHILLIPS BURGESS PLLC**

SEATTLE: (206) 621-1110 | TACOMA: (253) 572-1000 | OLYMPIA: (360) 742-3500

[WWW.DFPBLAW.COM](http://WWW.DFPBLAW.COM) | [WA-PROBATE.COM](http://WA-PROBATE.COM) | [BLOG](#)

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**From:** Lake Stintzi <lake@blacklakespecialdistrict.org>

**Sent:** Wednesday, June 28, 2023 2:36 PM

**To:** Info at Black Lake Special District <info@blacklakespecialdistrict.org>

**Cc:** Valerie Reninger <vreninger@dfpblaw.com>; Heather Burgess <hburgess@dfpblaw.com>

**Subject:** Re: Black Lake District/Past Due Billing

Hi Info,

Please give us a status on this invoice. The invoice was approved for payment at our 4/17 board meeting.

Thanks,

Lake

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**From:** Heather Burgess <[hburgess@dfpblaw.com](mailto:hburgess@dfpblaw.com)>  
**Sent:** Tuesday, June 27, 2023 5:04 PM  
**To:** Lake Stintzi <[lake@blacklakespecialdistrict.org](mailto:lake@blacklakespecialdistrict.org)>  
**Cc:** Valerie Reninger <[vreninger@dfpblaw.com](mailto:vreninger@dfpblaw.com)>; Info at Black Lake Special District <[info@blacklakespecialdistrict.org](mailto:info@blacklakespecialdistrict.org)>  
**Subject:** Black Lake District/Past Due Billing

Hi Lake,

I hope all is well. I'm reaching out to follow up on the attached invoice for March work that is now well past due. I know payments can lag coming from the County, but I'd appreciate it if you could check status and let us know at your earliest convenience.

Thanks in advance for your assistance.

Best,

Heather

**HEATHER BURGESS | PARTNER**

**DICKSON FROHLICH PHILLIPS BURGESS PLLC**

SEATTLE: (206) 621-1110 | TACOMA: (253) 572-1000 | OLYMPIA: (360) 742-3500

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**OrgSupport**  
120 State Avenue NE, #303  
Olympia, WA 98501

**Invoice**

Date	Invoice #
10/1/2023	4993

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
Postcard Mailing	1	857.03	857.03
		<b>Total</b>	\$3,357.03