



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Meeting
Monday, October 16, 2023 • 6:15 pm
7514 Cattail LN SW, Olympia, WA 98512

Attendance via Zoom audio is preferred. Contact 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
Invoice #1	\$3,044.00

Attachments:

September 18, 2023 Minutes
Financials
Invoice #1

5. Funding for Future Lake Studies and Treatments (such as pollutant surveys and harmful algae bloom management)
6. Current Revenue – Supports a \$170,000 base which will grow \$12,000 per year beginning in 2027 (see budget attachment)
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: November 20, 2023



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Meeting
Monday, September 18, 2023 • 6:15 pm

MINUTES:

1. Call to Order – **Chair Lake Stintzi called the meeting to order at 6:17 PM.**
2. Roll Call
 - a. Present
 - i. Lake Stintzi
 - ii. Kirk Vanlandeghen
 - iii. Brian Wilmovsky
3. Approval of Agenda – **It was moved by Lake, seconded Kirk, and was unanimously passed to approve the agenda as presented.**
4. Approval of Consent Agenda – **It was moved by Lake, seconded Kirk, and was unanimously passed to approve the consent agenda as presented.**

(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
 - a. **It was moved, seconded, and was unanimously passed to approve the reimbursement request for Lake found in the packet.**
6. Request to County or Expanded Water Testing for Public Health During Summer Months
 - a. Currently testing is only at Kennydale. Lake spoke to Black Lake Bible Camp and Columbus Park to see if they want their sites included in the testing. The Bible Camp declined testing. Columbus park said yes provided that if high E.Coli is found at Kennydale and not Columbus Park that only Kennydale is restricted. Lake's letter also includes questions about the testing that has happened thus far.
 - b. Brian would like to create a fund for future lake treatments. *OrgSupport will add "Lake Testing Fund" as an agenda item for the October meeting.*
7. Black Lake Watershed Project Status
8. Items from the Floor
 - a. Lake signed up to attend the WALPA annual meeting in October.



BLACK LAKE SPECIAL DISTRICT

9. Public Communication – *Limit of 3 minutes per person. Meeting minutes will only reflect the name of the person speaking.
 - a. The following people spoke:
 - i. Tom Oliva
10. Adjournment of Public Meeting – **Chair Lake Stintzi adjourned the meeting at 6:54 PM.**

Next Meeting: October 16, 2023

Black Lake Special District
Statement of Financial Position
As of September 30, 2023

Cash Basis

	Sep 30, 23
ASSETS	
Current Assets	
Checking/Savings	
Black Lake Guarantee #6355	60,000.00
Thurston County Treasurer	208,097.29
Total Checking/Savings	268,097.29
Total Current Assets	268,097.29
TOTAL ASSETS	268,097.29
LIABILITIES & EQUITY	268,097.29

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

Cash Basis

	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	126,105.05	186,800.00	-60,694.95	67.5%
Total Income	126,864.34	188,100.00	-61,235.66	67.4%
Gross Profit	126,864.34	188,100.00	-61,235.66	67.4%
Expense				
Business Expenses				
Treasurer Fees	1,868.38	1,869.00	-0.62	100.0%
Total Business Expenses	1,868.38	1,869.00	-0.62	100.0%
Contract Services				
Attorney Fees & Charges	2,842.50	8,000.00	-5,157.50	35.5%
Non-recurring Contract Services	2,683.44	100.00	2,583.44	2,683.4%
Recurring Contract Services	22,500.00	30,600.00	-8,100.00	73.5%
Total Contract Services	28,025.94	38,700.00	-10,674.06	72.4%
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	248.36	550.00	-301.64	45.2%
Printing and Copying	2.00	590.00	-588.00	0.3%
Supplies	0.55	50.00	-49.45	1.1%
Technology & Online Services	396.32	400.00	-3.68	99.1%
Total Operations	647.23	1,590.00	-942.77	40.7%
Other Types of Expenses				
Insurance	0.00	200.00	-200.00	0.0%
Interest Expense - General	25,684.66	51,000.00	-25,315.34	50.4%
Total Other Types of Expenses	25,684.66	51,200.00	-25,515.34	50.2%
Total Expense	75,888.14	138,459.00	-62,570.86	54.8%
Net Ordinary Income	50,976.20	49,641.00	1,335.20	102.7%
Other Income/Expense				
Other Income				
Interest Income	2,420.82			
Total Other Income	2,420.82			
Net Other Income	2,420.82	0.00	2,420.82	100.0%
Net Income	53,397.02	49,641.00	3,756.02	107.6%

Black Lake Special District
Statement of Income and Expense
September 2023

Cash Basis

	Sep 23
Ordinary Income/Expense	
Income	
Rates & Charges	567.35
Total Income	567.35
Gross Profit	567.35
Expense	
Contract Services	
Attorney Fees & Charges	560.00
Non-recurring Contract Services	13.14
Total Contract Services	573.14
Operations	
Postage, Mailing Service	243.59
Total Operations	243.59
Total Expense	816.73
Net Ordinary Income	-249.38
Other Income/Expense	
Other Income	
Interest Income	376.13
Total Other Income	376.13
Net Other Income	376.13
Net Income	126.75

Payment Voucher Transmittal

1. OrgSupport 120 State Ave NE, #303 Olympia, WA 98501	4997	Contract Services	\$3,044.00
Total for document:			<hr/> \$3,044.00

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 #
11/1/2023	4997

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
Printing B&W	5	0.10	0.50
Postcard Mailing	1	12.39	12.39
Printing Color	8	0.25	2.00
Postage	1	1.26	1.26
SSL (3 years), Hosting (1 year) GoDaddy	1	527.85	527.85
		Total	\$3,044.00

Black Lake Special District Budget for 2023

Calendar Year	Budget	Forecast			
	2023	2024	2025	2026	2027
Beginning year balance	\$216,000	194,641	182,670	162,699	170,728
Rates & Charges to parcel owners	84,800	84,800	84,800	84,800	84,800
Special Assessment	102,000	102,000	102,000	102,000	102,000
Interest income	1,300	1,300	1,300	1,300	1,300
County Treasurer fee	-1,869	-1,869	-1,869	-1,869	-1,869
Election cost County Auditor	0	-4,000	0	-4,000	0
State Auditor fees	0		-2,000	0	
Contract Services					
Attorney Fees & Charges	-8,000	-4,000	-4,000	-4,000	-4,000
Kiosk construction, maintenance	-100	-100	-100	-100	-100
Back office support	-30,600	-31,212	-31,212	-31,212	-31,212
Elected official bond requirement 2/	-200	-200	-200	-200	-200
Governing Compensation 1/	-4,500	-4,500	-4,500	-4,500	-4,500
Lake Management					
Weed Control	-30,000	-30,000	-30,000	-30,000	-30,000
Permitting	-600	-600	-600	-600	-600
Pollutant Monitoring	-10,000		-10,000		
Operations					
Mailing	-550	-550	-550	-550	-550
Printing, copying	-590	-590	-590	-590	-590
Supplies	-50	-50	-50	-50	-50
Technology, Online Services	-400	-400	-400	-400	-400
Bond Guaranty Fund 3/	-20,000	-20,000	-20,000	0	0
Special Assessment Bond Payment	-102,000	-102,000	-102,000	-102,000	-102,000
Year End Balance	194,641	182,670	162,699	170,728	182,757

1/ Rate specified in RCW 85.38.075 , 13 meetings per year

2/ Thurston County Board of Commissioners, Resolution #14967

3/ Fund will accumulate to \$100,000 per terms of bond