



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Meeting
Monday, October 22, 2025 • 6:15 pm

ACTION ITEMS:

- OrgSupport will research Kirk donating meeting compensation to BLSD as a tax write-off.
- Lake will put together a resolution for next meeting regarding the deadline for compensation and expense reimbursement.
- Cory will put together a brief summary about the RFP for submittal to journal and send it to Lake, Kirk and Cory.
- OrgSupport will gather the emails from bidders and send them to Lake, Kirk and Cory as they come in.

MINUTES:

1. Call to Order – **Chair Stintzi calls the meeting to order at 6:15 pm.**
2. Roll Call
 - a. Present
 - i. Lake Stintzi - Present
 - ii. Kirk Vanlandeghen - Present
 - iii. Cory Freeborn - Present
3. Approval of Agenda – **It was moved, seconded and unanimously passed to approve the agenda.**
4. Approval of Consent Agenda – **It was moved, seconded and unanimously passed to approve the amended consent agenda.** *Correction to invoice #2, please remove \$1,288.00. - Question around if there is a deadline for submitting meeting compensations or refund requests. Lake recommends not waiting too long. Should the board write a policy setting a time deadline for submitting compensations. Lake recommends two years. Kirk suggests 1 year. Compensation for a calendar year must be submitted within 30 days of the close of the calendar year. Cory amends that language may include a delay needed for special circumstances.
 - a. September 15, 2025 Minutes
 - b. Financials
 - c. Payment Transmittal and Invoices

(Funds) Voucher (Warrant)	Total
Invoice #1	\$2,254.00
Invoice #2	\$1,288.00
Invoice #3	\$2,500.00

5. Old Business
 - a. Newsletter – Lake needs to work on including detail on herbicide treatments for the last summer. Add in detail from NW aquatic.
 - b. RFP for Vegetation Management Plan (VMP) attached. – Looks like it is in the final stages, needs a few minor edits. No need to indicate on the form when the questions will be posted. Everyone is on the same page with the dates set. Cory will be on a hunting trip on November 10th. Carlos Herrera doesn't think there will be a lot of questions on the RFP. Kirk thinks that Cory doesn't need to be there to answer questions. Agreed to leave the deadline on November 10th. Who is going to publish the RFP in the daily journal of commerce? Lake will take the lead, write up a brief summary, Cory will help. Kirk asks about Fig 1 – is there something to attach. Lake advises to strike that language. Cory asks about some structural



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inconsistencies, sentences not lining up. Kirk will adjust. Lake will make sure that the final RFP will be put up on the website. Kirk requests Carlos be available to look at the questions and facilitate reading through the RFP's.

- c. Finalize RFP schedule. Special Board Meeting needed for 11/10 to review/respond to RFP questions.
- d. Total available funds are approximately \$240,000 at this time. Funds are sufficient to pay VMP contractor without grants from Ecology. That would leave \$140,000 as available funds – adequate amount.
- e. “Notice of Intent” to renew aquatic herbicide permit submitted to Ecology. This is required every five years. – Lake completed.

6. New Business

- a. Motion to transfer \$20,000 from Treasurer fund 6354 (working fund) to 6355. This will complete our requirement to fund a “guarantee fund” of \$100,000 per the terms of our bond with Kitsap Bank. – **It was moved, seconded and unanimously approved to transfer \$20,000 from Treasurer fund 6354 to 6355.** Kirk would like to set up a meeting with Lake to understand the funds

7. Items from the Floor – No items from the floor.

- 8. Public Communication – *Limit of 3 minutes per person. Zoom host will provide warning when 30 seconds remain. Meeting minutes will only reflect the name of the person speaking.
 - a. None.

9. Adjournment of Public Meeting - **With no further business, Chair Stintzi adjourns the meeting at 7:01 PM.**

Next Meeting: November 17, 2025 *subject to change