



# BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Meeting  
Monday, November 17, 2025 • 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.

**Participants from the public will be muted by the Zoom host. Participants will be unmuted during the agenda item titled “Public Communication”.**

## AGENDA:

1. Call to Order
2. Roll Call
  - a. Present
    - i. Lake Stintzi
    - ii. Kirk Vanlandeghen
    - iii. Cory Freeborn
3. Approval of Agenda
4. Approval of Consent Agenda
  - a. October 22, 2025 Minutes
  - b. Financials
  - c. IAVMP RFP Advertisement Reimbursement
  - d. Payment Transmittal and Invoices

(Funds) Voucher (Warrant)	Total
Invoice #1	\$2,500.00
5. Old Business
  - a. IAVMP RFP
  - b. District submission to Treasurer’s office for 2026 assessments
6. New Business
  - a. Proposed response to RFP bidder questions. Response should be posted to web site and forwarded to bidder.
  - b. Set date for review of RFP bidder responses. RFPs are due from bidders on 11/26.
  - c. Resolution 25-02 – time limits for compensation and reimbursement requests
7. 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.
9. Adjournment of Public Meeting

**Next Meeting:** December 15, 2025



# 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 10<sup>th</sup>. 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 10<sup>th</sup>. 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



# BLACK LAKE SPECIAL DISTRICT

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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

**Black Lake Special District**  
**Statement of Income and Expense**  
January through October 2025

Cash Basis

	Jan - Oct 25
Ordinary Income/Expense	
Income	
Rates & Charges	200,795.25
Total Income	200,795.25
Gross Profit	200,795.25
Expense	
Business Expenses	
Treasurer Fees	4,317.48
Total Business Expenses	4,317.48
Contract Services	
Non-recurring Contract Services	1,947.40
Recurring Contract Services	20,000.00
Total Contract Services	21,947.40
Lake Management	
Control	10,112.50
Permitting Fees	1,205.00
Testing and Monitoring	1,350.00
Total Lake Management	12,667.50
Operations	
Postage, Mailing Service	353.09
Printing and Copying	0.25
Supplies	640.18
Technology & Online Services	934.17
Total Operations	1,927.69
Other Types of Expenses	
Interest Expense - General	23,596.94
Other Expenses	20.00
Total Other Types of Expenses	23,616.94
Total Expense	64,477.01
Net Ordinary Income	136,318.24
Other Income/Expense	
Other Income	
Interest Income	6,929.24
Total Other Income	6,929.24
Net Other Income	6,929.24
Net Income	<b>143,247.48</b>

# Black Lake Special District

## Financial Position Prev Year Comparison

Cash Basis

As of October 31, 2025

	Oct 31, 25	Oct 31, 24	\$ Change	% Change
<b>ASSETS</b>				
Current Assets				
Checking/Savings				
Black Lake Guarantee #6355	80,000.00	60,000.00	20,000.00	33.3%
OlyFed Checking	19,180.56	30,000.00	-10,819.44	-36.1%
Thurston County Treasurer	293,977.31	238,151.26	55,826.05	23.4%
<b>Total Checking/Savings</b>	<b>393,157.87</b>	<b>328,151.26</b>	<b>65,006.61</b>	<b>19.8%</b>
<b>Total Current Assets</b>	<b>393,157.87</b>	<b>328,151.26</b>	<b>65,006.61</b>	<b>19.8%</b>
<b>TOTAL ASSETS</b>	<b>393,157.87</b>	<b>328,151.26</b>	<b>65,006.61</b>	<b>19.8%</b>
<b>LIABILITIES &amp; EQUITY</b>				
Liabilities				
Current Liabilities				
Other Current Liabilities				
Current Portion of Loans	55,376.68	54,290.86	1,085.82	2.0%
<b>Total Other Current Liabilities</b>	<b>55,376.68</b>	<b>54,290.86</b>	<b>1,085.82</b>	<b>2.0%</b>
<b>Total Current Liabilities</b>	<b>55,376.68</b>	<b>54,290.86</b>	<b>1,085.82</b>	<b>2.0%</b>
Long Term Liabilities				
Kitsap Bank Loan	1,097,056.20	1,152,432.88	-55,376.68	-4.8%
<b>Total Long Term Liabilities</b>	<b>1,097,056.20</b>	<b>1,152,432.88</b>	<b>-55,376.68</b>	<b>-4.8%</b>
<b>Total Liabilities</b>	<b>1,152,432.88</b>	<b>1,206,723.74</b>	<b>-54,290.86</b>	<b>-4.5%</b>
Equity				
Unrestricted Net Assets	-902,522.49	-981,633.73	79,111.24	8.1%
Net Income	143,247.48	103,061.25	40,186.23	39.0%
<b>Total Equity</b>	<b>-759,275.01</b>	<b>-878,572.48</b>	<b>119,297.47</b>	<b>13.6%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>393,157.87</b>	<b>328,151.26</b>	<b>65,006.61</b>	<b>19.8%</b>

November 14, 2025

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

Dear Sirs/Madams:

**Reimbursement For Journal of Commerce Subscription**

Please approve reimbursement to me of \$450 for the IAVMP RFP advertisement in the *Seattle Daily Journal of Commerce*. Enclosed are my receipts.

Thank you,



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

Enclosures

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Receipt for DJC.COM

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From DJC Subscriptions <online-subs@djc.com>

Date Tue 10/28/2025 12:36 PM

To Lake Stintzi <lake@blacklakespecialdistrict.org>

**DJC.com**

SEATTLE DAILY JOURNAL OF COMMERCE

**DJC.COM RECEIPT**

RECEIPT #: 344404  
DATE: 10/28/2025  
CUST ID: 597047  
CUST NAME: Lake Stintzi  
CUSTOMER: Black Lake Special District  
DESCR: PAYMENT Upgrade to All-Access Package  
CHARGES: \$251.00  
PAID: \$251.00  
CARD LAST4: 8291

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If you have any questions about your subscription please send an email to [online-subs@djc.com](mailto:online-subs@djc.com), or call us at (206) 622-8272.

Thank You!

Issued by Seattle Daily Journal of Commerce, 83 Columbia St, Ste 200, Seattle, WA 98104.  
EIN: 91-0193790

\$ 251.00  
199.00  

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\$ 450.00 Total

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**Receipt for DJC.COM**

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From DJC Subscriptions <online-subs@dj.com>

Date Tue 10/28/2025 12:30 PM

To Lake Stintzi <lake@blacklakespecialdistrict.org>

**DJC.com**

SEATTLE DAILY JOURNAL OF COMMERCE

**DJC.COM RECEIPT**

RECEIPT #: 344400

DATE: 10/28/2025

CUST ID: 597047

CUST NAME: Lake Stintzi

CUSTOMER: Black Lake Special District

DESCR: PAYMENT DJC Basic (stories only)

CHARGES: \$199.00

PAID: \$199.00

CARD LAST4: 8291

You can access your account information anytime at [your myDJC page](#).

If you have any questions about your subscription please send an email to [online-subs@dj.com](mailto:online-subs@dj.com), or call us at (206) 622-8272.

Thank You!

Issued by Seattle Daily Journal of Commerce, 83 Columbia St, Ste 200, Seattle, WA 98104.  
EIN: 91-0193790





# DAILY JOURNAL OF COMMERCE

Helping Business do Business Since 1893

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If you have any questions or need help email us at [online-subs@djc.com](mailto:online-subs@djc.com) or call 206-622-8272.

## Subscription Information

Package:	All Access Package	<a href="#">Change</a>
Anniversary Date:	10/28/2026	<a href="#">Does not auto-renew change</a>
Renewal Price:	\$450.00	<a href="#">Renew with Card</a>

\* You can change your subscription package and options after clicking on renew button(s) above. \*

## Payment Method

Card on File:	VISA #8291, expires 03/2028	<a href="#">Add/edit card</a>
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## Primary User Information

Name:	Lake Stintzi	<a href="#">Change name</a>
Firm:	Black Lake Special District	
Cust Id:	597047	
Login/Email:	lake@blacklakespecialdistrict.org	<a href="#">Change email</a>
Password:	xxxxxxxxxx	<a href="#">Change password</a>

## Additional Users

None setup, click here to add users to your subscription.	<a href="#">add/edit users</a>
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## Billing Information

If you have different billing address or email you can add that here.	<a href="#">change</a>
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## Newspaper Delivery

Address:	not given	<a href="#">change</a>
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**OrgSupport**

120 State Avenue NE, #303  
Olympia, WA 98501

# Invoice

Date	Invoice #
12/1/2025	5729

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

Description	Qty	Rate	Amount
November	1	2,500.00	2,500.00
		<b>Total</b>	\$2,500.00



**BLACK LAKE SPECIAL DISTRICT**

120 STATE AVENUE NE, #303  
OLYMPIA, WA 98501  
INFO@BLACKLAKESPECIALDISTRICT.ORG

**OLYMPIA FEDERAL SAVINGS**

421 CAPITOL WAY S  
OLYMPIA, WA 98501  
1-7082/3251

11**1009**

**DATE**

11/1/2025

**PAY TO THE  
ORDER OF**

OrgSupport

**\$**

\*\*2,500.00

Two Thousand Five Hundred and 00/100\*\*\*\*\*

**DOLLARS**

OrgSupport  
Craig Ottavelli  
120 State Ave NE #303  
Olympia, WA 98501

**MEMO**

Invoice 5729

*John H. Harty*

⑈001009⑈ ⑆325170822⑆ 0120202783⑈



## Responses to RFP Questions

\* What is the timing for the 2026 herbicide application? Will you be willing to delay any applications until after the vegetation survey? **Survey should be completed prior to any herbicide applications. The selected consultant will need to coordinate with the herbicide applicator regarding timing of the work effort.**

\* The presence of curlyleaf pondweed may make timing the vegetation surveys difficult. A survey later in the year to capture milfoil and native vegetation may be too late to capture curlyleaf during its peak growing period. Have you considered multiple vegetation surveys? **The consultant should recommend the number of surveys proposed based on their knowledge of the lake and budget constraints in their proposal.**

- How many people will be reviewing the proposal? **The proposals will be ranked by the 3 Black Lake Special District Commissioners.**

- Are you including the December 2025 grant application task in the scoring? This application due date is the day after the consultant is selected so this task would have to be mostly completed before the selection process. **There is not an individual scoring criteria for the grant application task per se, but responses to the grant application question will be considered in the overall scoring.**

- Both point intercept and transects are mentioned as sampling methods. These are two different strategies so which one would you want to use? **The consultant should propose the level of data collection they feel is necessary to characterize the vegetative condition of the lake required to develop the IAVMP within the prescribed budget.**

- How would both and/or either of these survey types fit into a “rapid boat survey”? **The consultant should propose the level of data collection they feel is necessary to characterize the vegetative condition of the lake required to develop the IAVMP within the prescribed budget.**

- How many “rapid boat surveys” are you expecting? **The consultant should propose the level of data collection they feel is necessary to characterize the vegetative condition of the lake required to develop the IAVMP within the prescribed budget.**

- For your needs does “plant biovolume” mean average plant height x average cover within a certain grid size? **Plant biovolume should be determined to the extent necessary to evaluate control options and technologies.**

- For the “detailed” bathymetric map, do you have criteria for transect spacing to get the level of detail you desire? **There are existing bathymetric maps from previous studies. The maps**

should be verified and corrected as necessary to allow for evaluation of control options and development of the IAVMP within the prescribed budget.

- Sediment type and bottom hardness from acoustic data are highly dependent on vegetation presence. If a comprehensive bottom typing of the entire lake bed is desired are you expecting a plant-off survey, or would you settle for a survey at the time of vegetation mapping? The consultant should propose the methodology and level of data collection they feel is necessary to develop the IAVMP within the prescribed budget.

- Would a qualitative assessment of sediment type/bottom hardness generated from rake samples in vegetated areas be OK? The consultant should propose the methodology and level of data collection they feel is necessary to develop the IAVMP within the prescribed budget.

- Can the consultant working as technical assistance also perform treatments? Any control or treatment contractors will be procured through a competitive process. The consultant bidding on these future procurements may be considered a conflict of interest. This will be considered and determined at the time of the future procurement.

**Resolution #25-02**

**A RESOLUTION OF THE BLACK LAKE SPECIAL DISTRICT GOVERNING BOARD  
REGARDING COMPENSATION AND EXPENSES**

**WHEREAS**, RCW 85.38.075 allows members of the governing body to receive compensation for attendance at official meetings and reimbursement for reasonable expenses incurred in performance of services or duties on behalf of the district.

**WHEREAS**, requests for compensation and expense reimbursement should be completed in a timely manner to facilitate accuracy and minimize outstanding financial liabilities for the district.

**NOW THEREFORE IT IS HEREBY RESOLVED:**

**Section 1.** Governing board members shall submit requests for compensation and expense reimbursement for 2025 and prior calendar years by January 31, 2026.

**Section 2.** For calendar year 2026 and beyond, requests for compensation and expense reimbursement incurred in the calendar year must be submitted by January 31 of the next calendar year.

**Section 3.** Requests for exceptions to this resolution must be made to the Governing Board.

**ADOPTED** by the Black Lake Special District Governing Board on November 17, 2025.

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

ATTEST:

\_\_\_\_\_