



BLACK LAKE SPECIAL DISTRICT

BLACK LAKE SPECIAL DISTRICT MEETING
Monday, June 20, 2016 • 5:30 pm • 2637 12th Ct SW, Olympia

AGENDA

1. Roll Call
2. Call to Order
3. Approval of Agenda
4. Public Communication
(Estimated Time: 0-30 Minutes, Sign-up Sheets are provided)
During this portion of the meeting, citizens may address the Board for up to 3 minutes regarding items related to Special District business. In the event testimony exceeds 30 minutes, the Commission will allow for additional testimony to be taken at the end of the meeting for those who signed up at the beginning of the meeting and did not get an opportunity to speak during the allotted 30-minutes.
5. Approval of Consent Agenda
*Attachments: May 16, 2016 Regular Meeting Minutes
June 6, 2016 Work Session Meeting Minutes*
6. Warrant Requests
*Attachments: Herrera Invoice #38508
Stintzi Reimbursement
Henkle Reimbursement
OrgSupport Invoice #1315*
7. New Business
8. Old Business
 - a. Weed Treatment
9. Reports and Referrals
10. Continued Public Communication
(If needed for those who signed up earlier and did not get an opportunity to speak during the allotted 30 minutes.)
11. Adjournment of Public Meeting

Next Meetings:

Work Session, Monday, July 11, 5:30 pm
Regular Meeting, Monday, July 18, 5:30pm



BLACK LAKE SPECIAL DISTRICT

BLACK LAKE SPECIAL DISTRICT MEETING
Monday, May 16, 2016 • 5:30 pm • 2637 12th Ct SW, Olympia

MINUTES

1. Roll Call – **The meeting was called to order at 5:45 pm.**

Present: Vernon Bonfield
Brian Wilmovsky

2. Call to Order

3. Approval of Agenda – **Commissioner Bonfield moved approval of the agenda, with the change of tabling the Conflict of Interest Policy, second by Commissioner Wilmovsky; passed unanimously.**

4. Public Communication – The public expressed concern at the amount of dead fish after the completion of the treatment.

5. Approval of Consent Agenda – **Commissioner Wilmovsky moved to approve the consent agenda as presented, second by Commissioner Bonfield; passed unanimously.**

*Attachments: April 18, 2016 Regular Meeting Minutes
May 2, 2016 Work Session Meeting Minutes
Policy Manual*

6. Warrant Requests – **It was moved, second, passed unanimously to approve the warrant request.**

Attachments: OrgSupport Invoice #1261

7. New Business

- a. Conflict of Interest Policy- Tabled

8. Old Business

- a. Herbicide Weed Treatment – An expert, Terry MacNabb, briefed the group on the state of the weeds in Black Lake and the mapping made to control the weeds. Emphasis was placed on the need to treat before the weeds go to seed again in mid-June. The process would involve several steps. Dwellings within a ¼ mile of each direction of the treatment area would need to be notified no sooner than ten days before treatment. This ten days to start after delivery of said notifications. The company will notify the district of the available dates. Note: Who opted out regarding the treatment in the past?

Commissioner Bonfield moved to approve this treatment plan, using diquad to control the weeds, as soon as dates are offered by the contractor, second by Commissioner Wilmozsky; passed unanimously.

OrgSupport will issue a mailing to go out to all residents as soon as treatment dates have been provided and proper language is approved.

- b. Commissioners asked that laws regarding boat ramps and repair of the Black Lake Bellmore bridge be placed on the next agenda.

9. Reports and Referrals

10. Adjournment of Public Meeting

Next Meetings:

Work Session, Monday, June 6, 5:30 pm
Regular Meeting, Monday, June 20, 5:30pm



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Work Session
Monday, June 6, 2016 • 5:30 pm • 2637 12th Ct SW • Olympia

MINUTES

1. Roll Call – Commissioner Stintzi called the meeting to order at 5:45 pm.

Present: Lake Stintzi
Vernon Bonfield
Brian Wilmovsky

2. Approval of Agenda – Commissioner Stintzi moved approval of the June 6, agenda as amended, second by Commissioner Bonfield; passed unanimously.

3. Public Communication – None.

4. Informational Materials (No Action Required)

Attachment: *May 16, 2016 Regular Meeting Minutes*

Commissioners reviewed the minutes and asked they be included for approval on the next regular meeting agenda.

5. Election Invoice – Directors reviewed the County election invoice. Commissioner Stintzi moved to suspend the regular protocol and approve the *Thurston County Auditor Invoice #8319-8320* warrant request, second by Commissioner Wilmovsky; passed unanimously.

Attachments: *Thurston County Auditor Invoice #8319-8320*

6. Warrant Requests

Attachments: *Herrera Invoice #38508*
OrgSupport Invoice #1315

Commissioners reviewed the warrant requests and asked they be included for approval on the next regular meeting agenda.

7. New Business

- a. Boat Ramp Logs – Floating logs at the launch are creating a hazard. *OrgSupport will prepare a letter to department of Fish and Wildlife asking them to address the logs near the boat ramp.*
- b. Belmont Road Bridge – Commissioners discussed county action at the Belmont Road Bridge. In addition to the roadway changes, water flow under the bridge remains concerned about the impediments to water flow during the fall season. During the summer the lake levels are not well managed. We need to choose timing to manage flows at the dam to ensure high enough levels in the summer. *OrgSupport will prepare a letter to the Board of County Commissioner based on language provided by Commissioner Stintzi inviting them to meet with the commission to discuss Black Lake related issues. Commissioner Stintzi will draft content for inclusion in a letter inviting Board of County Commissioners to meet with the BLSD in 2016 and send the content to OrgSupport for preparation. OrgSupport will request a bid from Skyward Services for video survey documentation from the Belmont Road Bridge to RW Johnson Boulevard Southwest, and from the South end to the Black River and up the river one to two miles, and possibly upstream on Kennedy Creek.*



BLACK LAKE SPECIAL DISTRICT

- c. Work Session Meeting Date – Commissioners discussed the work session scheduled for July 4th.
-

Commissioner Stintzi moved to cancel the July 4 work session and reschedule the meeting to July 11, second by commissioner Bonfield; passed unanimously. Commissioners directed Commissioner Stintzi to proceed with preparing resolutions and associated documents for consideration and approval at the June 20th meeting. *OrgSupport will post and announce a July 11th BLSLSD meeting and the July 4 cancellation.*

- d. Weed Harvesting – Commissioners discussed the possibility of additional mechanical harvesting. There are no plans for mechanical harvesting in 2016.

8. Old Business

- a. Weed Treatment – Commissioners discussed treatment of approximately 30% of the littoral zone with targeted application around the lake. Treatment is scheduled for July 15, at \$350 per acre for a max of \$15,000.00. *OrgSupport will distribute a postcard to lakefront owners only at least 10 days in advance and no more than 30 days in advance with the verbiage provided by Kyle Langren.* Commissioners will review and approve the postcard and distribution list at the next regular meeting.

9. Reports and Referrals – None.

10. Adjournment of Public Meeting – **Chair Stintzi adjourned the meeting at 6:45 pm.**

Next Meetings:

Regular Meeting, Monday, June 20, 2016, 5:30pm (OrgSupport Offices)
Work Session, TBD, 5:30pm (OrgSupport Offices)



May 19, 2016
 Invoice No: 38508

Lake Stintzi
 Black Lake Special District
 120 State Avenue NE, #303
 Olympia, WA 98501

Project 15-06161-000 Black Lake Management and Oversight of an Alum Treatment
 Attn: Lake Stintzi
 info@blacklakespecialdistrict.org

Professional Services from April 02, 2016 to April 29, 2016

Task 2.0 Permitting

Professional Personnel

	Hours	Rate	Amount	
Scientist VI				
Zisette, Reginald	2.00	205.47	410.94	
Totals	2.00		410.94	
Total Labor				410.94
				Task Total
				\$410.94

Task 4.0 Treatment Oversight

Professional Personnel

	Hours	Rate	Amount	
Scientist VI				
Zisette, Reginald	2.50	205.47	513.68	
Scientist III				
Catarra, Gina	2.00	119.76	239.52	
Engineer IV				
Avolio, Christina	8.00	152.36	1,218.88	
Engineer III				
Sytsma, Anneliese	60.00	109.03	6,541.80	
Totals	72.50		8,513.88	
Total Labor				8,513.88



Reimbursable Expenses

Lodging				
4/13/2016	Sytsma, Anneliese	1 night at Best Western Tumwater	104.00	
Lodging Tax				
4/13/2016	Sytsma, Anneliese	1 night at Best Western Tumwater	13.34	
Meals				
4/13/2016	Sytsma, Anneliese	Dinner (22.81) minus beer (4.63)	18.18	
Total Reimbursables			135.52	135.52
			Task Total	\$8,649.40

Task 5.0 Water Quality Monitoring

Professional Personnel

		Hours	Rate	Amount
Scientist VI				
Zisette, Reginald		25.00	205.47	5,136.75
Scientist III				
Schwartz, Erik		49.00	108.15	5,299.35
Svendsen, Alexander		41.00	110.69	4,538.29
Engineer III				
Sytsma, Anneliese		7.00	109.03	763.21
GIS Analyst II				
Lau, Olivia		3.25	101.07	328.48
Totals		125.25		16,066.08
Total Labor				16,066.08

Reimbursable Expenses

Lodging				
4/13/2016	Svendsen, Alexander	Best Western	104.00	
Lodging Tax				
4/13/2016	Svendsen, Alexander	Hotel tax	13.34	
Meals				
4/13/2016	Svendsen, Alexander	Dinner	19.55	
Meals - Tips				
4/13/2016	Svendsen, Alexander	Dinner tip	5.00	
Total Reimbursables			141.89	141.89

Other Expenses

Aluminum dive boat/motor		1.0 Week @ 1,000.00	1,000.00
Mileage - Company			
Suburban 174548-174720		172.0 Miles @ 0.54	92.88
Suburban 174733-175048		315.0 Miles @ 0.54	170.10



Project	15-06161-000	Black Lake Mgmt/Oversight Alum Treatment	Invoice	38508
Ford Ranger 85197-85234		37.0 Miles @ 0.54	19.98	
Ford Ranger 85234-85246		12.0 Miles @ 0.54	6.48	
Suburban 175048-175178		130.0 Miles @ 0.54	70.20	
Suburban 175333-175552		219.0 Miles @ 0.54	118.26	
Trimble GPS		1.0 Week @ 340.00	340.00	
Van Dorn water sampler		1.0 Week @ 20.00	20.00	
YSI multimeter		1.0 Week @ 340.00	340.00	
Total Other Expenses			2,177.90	2,177.90
			Task Total	\$18,385.87

Task	7.0	Project Management and Contract Administration		
Professional Personnel				
		Hours	Rate	Amount
Scientist VI				
Zisette, Reginald		4.00	205.47	821.88
Accounting Administrator II				
Tonkikh, Natalya		.50	77.86	38.93
Totals		4.50		860.81
Total Labor				860.81
			Task Total	\$860.81
			Total Due this Invoice	\$28,307.02

	Current	Prior	Total
Billed to Date	28,307.02	35,331.33	63,638.35

Total Compensation 80,812.00





BLACK LAKE SPECIAL DISTRICT

BLACK LAKE SPECIAL DISTRICT

Reimbursement & Expenditure Request

Today's Date 6/3/2016

Itemize Expenditures Below

Description (Meeting Attended, Mileage, Food, Lodging, etc.)	Miles Traveled*	Date	Amount
Meeting, 4/18/16			90.00
Meeting, 5/2/16			90.00
UPS shipping for HAB Aquatic Warrant			21.87

*Administrative office will calculate amount for mileage reimbursement.

Total 201.87

Receipts are required for reimbursement. Please attach to form.

Make check payable to: Lake Stintzi

Mailing address: 7514 Cattail LN SW, Olympia, WA 98512

Please return this form to the administrative office by the 1st of each month.

The UPS Store - #1902
1001 COOPER PI RD SW
#140
OLYMPIA, WA 98502
(360) 705-2636

06/01/16 03:16 PM

We are the one stop for all your
shipping, postal and business needs.

We offer Digital print ,Color , B&W copy ,
Volume discount available



001 100000 (025)	11 \$	0.25
Office Supplies		
002 001030 (001)	10 \$	21.59
3 Day Commercial		
Tracking# 1Z2RY9631204865540		

SubTotal	\$	21.84
STATE&LOCAL (T1)	\$	0.03
Total	\$	21.87

	VISA	\$	21.87
ACCOUNT NUMBER *	*****		5219
Appr Code:	(S)	Sale	

A handwritten signature in black ink, appearing to read 'N. A. J.' with a stylized flourish.

Receipt ID: 82356213798812888226 002 Items
CSH: sushan Tran: 0062 Reg: 002

Thank you for visiting our store.
Please come back again soon.

Whatever your business and personal
needs, we are here to serve you.

We're here to help.
Join our FREE email program to receive
great offers and resources.

www.theupsstore.com/signup



May 19, 2016
 Invoice No: 38508

Lake Stintzi
 Black Lake Special District
 120 State Avenue NE, #303
 Olympia, WA 98501

Project 15-06161-000 Black Lake Management and Oversight of an Alum Treatment
 Attn: Lake Stintzi
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Task 2.0 Permitting

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Task 4.0 Treatment Oversight

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Totals	72.50		8,513.88	
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Lodging Tax				
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		1.0 Week @ 1,000.00	1,000.00
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Suburban 174548-174720		172.0 Miles @ 0.54	92.88
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Total Other Expenses			2,177.90	2,177.90
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Professional Personnel				
		Hours	Rate	Amount
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Zisette, Reginald		4.00	205.47	821.88
Accounting Administrator II				
Tonkikh, Natalya		.50	77.86	38.93
Totals		4.50		860.81
Total Labor				860.81
			Task Total	\$860.81
			Total Due this Invoice	\$28,307.02

	Current	Prior	Total
Billed to Date	28,307.02	35,331.33	63,638.35

Total Compensation 80,812.00



Detailed Expense Report

Tuesday, May 03, 2016

2:44:28 PM

Herrera Environmental Consultants, Inc.

Employee 746 Sytsma, Annoliese M

Signed _____

Approved _____

Organization HER-SEA-WTR

Expense Report: Blake Lake Hotel

Report Date: 4/22/2016

Date	Category	Description	Project	Task	Subtask	Bill	Account	Amount
4/13/2016	Lodging	1 night at Best Western Tumwater	15-06161-000	4.0		<input checked="" type="checkbox"/>	5402.00	104.00
			Black Lake Mgmt/Oversight Alum Treatment					
Business Reason: 1 night at Best Western in Tumwater during Black Lake alum treatment oversight.								
4/13/2016	Lodging - Tax	1 night at Best Western Tumwater	15-06161-000	4.0		<input checked="" type="checkbox"/>	5402.01	13.34
			Black Lake Mgmt/Oversight Alum Treatment					
Business Reason: 1 night at Best Western in Tumwater during Black Lake alum treatment oversight.								
							Total Expenses	117.34
							Amount Advanced	
							Total Due	117.34

Best Western TUMWATER

5188 CAPITOL BLVD SE
TUMWATER, WA 98501



(360) 956-1235

48113@hotel.bestwestern.com

www.bestwestern.com/TumwaterInn

C/O 04/14/2016 05:50 AM Mark

Registered To:

Systema, Anneliese
100 st ave s apt 3
SEATTLE, WA 98104

(971) 275-7049

Room #	208-A
Conf #	178623
Arrival	04/13/16
Departure	04/14/16
Room Type	Q-1 QUEEN N/S
Guests	2 / 0
Payment Acct	Visa/Master

Posting Date	Oper	AcctCode	Description	From	Reference	Amount
04/13/16	Mark	RC	ROOM CHARGE			\$104.00
04/13/16	Mark	9	ROOM TAX			\$11.34
04/13/16	Mark	95	TPA Assessment			\$2.00
04/14/16	Mark	VS	PAYMENT VS/MC			\$117.34-
6585 - 013236						

Balance Due	\$0.00
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Is there anything you would like to see us add to our breakfast? Please email feedback to bwtumwaterinn@comcast.net. We hope to see you again soon!

THE UNDERSIGNED GUEST AGREES TO PAY THE AMOUNT INDICATED ON THE BALANCE DUE PORTION OF THIS INVOICE. IF THE CHARGES ARE TO BE BILLED TO A THIRD PARTY, THE UNDERSIGNED AGREES TO BE PERSONALLY LIABLE FOR PAYMENT OF THE FULL AMOUNT OF SUCH CHARGES.

Each Best Western Branded Hotel is Independently Owned and Operated.

Signature _____

Detailed Expense Report

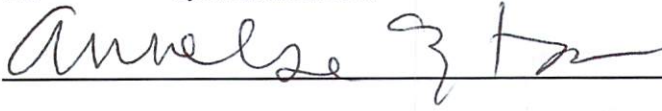
Friday, April 22, 2016

1:45:33 PM

Herrera Environmental Consultants, Inc.

Employee 746 Sytsma, Anneliese M

Signed




Approved



Organization HER-SEA-WTR

Expense Report: Black Lake Meal

Report Date: 4/22/2016

Date	Category	Description	Project	Task	Subtask	Bill	Account	Amount
4/13/2016	Meals	Dinner (22.81) minus beer (4.63)	15-06161- 000	4.0		<input checked="" type="checkbox"/>	5404.00 / 	18.18
Business Reason: meal in tumwater near hotel			Black Lake Mgmt/Oversight Alum Treatment		Each Person: Anneliese Sytsma			

Total Expenses 18.18

Amount Advanced

Total Due 18.18

BREWERY CITY PIZZA
5150 CAPITAL BLVD
(360) 754-6767

04/13/16 08:19PM 0P9286 R2 NO 1020853377

MEDIUM PIZZA 1 12.75
ATHENIAN
SIDE SALAD 1 3.95

BOSTL VIN

16 OZ CRAFT BREWS 1 4.25

tax = 4.63

* SUBTOTAL: 20.95
TAX: 1.86
** TOTAL: 22.81
CREDIT CARD 22.81
CHANGE 0.00

ORDER NO. 260

TABLE NO. 53

Total = 22.81 - 4.63 = 18.18

THANK YOU!

PLEASE VISIT US AGAI

Detailed Expense Report

Tuesday, May 3, 2016

11:14:04 AM

Herrera Environmental Consultants, Inc.

Employee 283 Svendsen, Alexander

Signed _____

Approved _____

Organization HER-SEA-WTR

Expense Report: 2016 March Expense

Report Date: 3/10/2016

Date	Category	Description	Project	Task	Subtask	Bill	Account	Amount
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4/13/2016	Meals	Dinner	15-06161-000	5.0		<input checked="" type="checkbox"/>	5404.00 ✓	5 19.55
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Black Lake Mgm/Oversight Alum Treatment

Business Reason: Dinner, spent night near project site at Best Western in Tumwater Each Person: Alex Svendsen

4/13/2016	Meals - Tips	Dinner tip	15-06161-000	5.0		<input checked="" type="checkbox"/>	5404.01 ✓	5 5.00
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Black Lake Mgm/Oversight Alum Treatment

Business Reason: Tip for dinner Each Person: Alex Svendsen

Detailed Expense Report

Tuesday, May 3, 2016

11:14:04 AM

Herrera Environmental Consultants, Inc.

Employee 283 Svendsen, Alexander

Signed _____

Approved _____

Organization HER-SEA-WTR

Expense Report: 2016 March Expense

Report Date: 3/10/2016

Date	Category	Description	Project	Task	Subtask	Bill	Account	Amount
4/13/2016	Lodging	Best Western	15-06161-000	5.0		<input checked="" type="checkbox"/>	5402.00 ✓	6 104.00
		Black Lake Mgmt/Oversight Alum Treatment						
Business Reason: Spent 1 night at Best Western Hotel near project site (Black Lake)								
4/13/2016	Lodging - Tax	Hotel tax	15-06161-000	5.0		<input checked="" type="checkbox"/>	5402.01 ✓	6 13.34
		Black Lake Mgmt/Oversight Alum Treatment						
Business Reason: Tax for hotel								

5

BREWERY CITY PIZZA
5150 CAPITAL BLVD
(360) 754-6767

04/13/16 08:21PM OP9286 R2 NO 1020853378

LARGE PIZZA	1	17.95
MEATHEAD		
25 OZ CRAFT BREWS	1	5.95
IPA		

* SUBTOTAL:		23.90
TAX:	8.9%	2.13
** TOTAL:		26.03
CREDIT CARD		26.03
CHANGE		0.00

ORDER NO. 261
TABLE NO. 53

THANK YOU!
PLEASE VISIT US AGAI

-\$6 FOR DEER

BREWERY CITY PIZZA TUMWA
5150 CAPITOL BLVD SE
TUMWATER, WA. 98501
360-943-0770

SALE

Server #: 000001

REF#: 00000038

Batch #: 046
04/13/16

20:22:56

APPR CODE: 22312Z

Trace: 38

MASTERCARD
*****9182

Swiped
/

AMOUNT		\$26.03
TIP	\$	<u>5.00</u>
TOTAL	\$	<u>31.03</u>

APPROVED

THANK YOU
TERMINAL SIX

CUSTOMER COPY

	17.95
tax 8.9%	1.60
<hr/>	
	<u>19.55</u>

Best Western TUMWATER

5188 CAPITOL BLVD SE
TUMWATER, WA 98501



(360) 956-1235

48113@hotel.bestwestern.com
www.bestwestern.com/TumwaterInn

C/O 04/14/2016 05:49 AM Mark

Registered To:

Sevendsen, Alexander
2550 thorndyke ave w #304
SEATTLE, WA 98199

(206) 226-6297

Room # 201-A
Conf # 178874
Arrival 04/13/16
Departure 04/14/16
Room Type D-QQN
Guests 2 / 0
Payment Acct Visa/Master

Posting Date	Oper	AcctCode	Description	From	Reference	Amount
04/13/16	Mark	RC	ROOM CHARGE			\$104.00
04/13/16	Mark	9	ROOM TAX			\$11.34
04/13/16	Mark	95	TPA Assessment			\$2.00
04/14/16	Mark	VS	PAYMENT VS/MC		9182 - 32310Z	\$117.34-
Balance Due						\$0.00

Is there anything you would like to see us add to our breakfast? Please email feedback to bwtumwaterinn@comcast.net. We hope to see you again soon!

THE UNDERSIGNED GUEST AGREES TO PAY THE AMOUNT INDICATED ON THE BALANCE DUE PORTION OF THIS INVOICE. IF THE CHARGES ARE TO BE BILLED TO A THIRD PARTY, THE UNDERSIGNED AGREES TO BE PERSONALLY LIABLE FOR PAYMENT OF THE CHARGES IN THE EVENT THAT THE INDICATED THIRD PARTY, PERSON, COMPANY OR ASSOCIATION FAILS TO PAY FOR ANY OF THE FULL AMOUNT OF SUCH CHARGES.

Each Best Western Branded Hotel is Independently Owned and Operated.

Signature _____

Transaction List

Wednesday, April 27, 2016
4:11:07 PM

Herrera Environmental Consultants, Inc.

For the period 4/1/2016 - 4/30/2016

File Name: 15-06161-000 2016-04

Owner: HER

Units

Creator: YHORIKAWA

Date	Description	Project	Task	Subtask	Table	Account	Employee	Quantity
Unit 1081	YSI multimeter							
4/12/2016	Black Lake Mgmt/Oversight Alum Treatment/Water Quality Monitoring	15-06161-000	5.0		HEC EQUIPMENT	5105.00		1.000
							Total	1.000
Unit 1082	Van Dorn water sampler							
4/12/2016	Black Lake Mgmt/Oversight Alum Treatment/Water Quality Monitoring	15-06161-000	5.0		HEC EQUIPMENT	5105.00		1.000
							Total	1.000
Unit 1083	Trimble GPS							
4/12/2016	Black Lake Mgmt/Oversight Alum Treatment/Water Quality Monitoring	15-06161-000	5.0		HEC EQUIPMENT	5105.00		1.000
							Total	1.000
Unit 1084	Aluminum dive boat/motor							
4/12/2016	Black Lake Mgmt/Oversight Alum Treatment/Water Quality Monitoring	15-06161-000	5.0		HEC EQUIPMENT	5105.00		1.000
							Total	1.000

Transaction List

Wednesday, May 4, 2016
12:36:53 PM

Herrera Environmental Consultants, Inc.

For the period 4/1/2016 - 4/30/2016

File Name: 2016-04 Ford Ranger

Owner: HER

Units

Creator: YHORIKAWA

Date	Description	Project	Task	Subtask	Table	Account	Employee	Quantity
4/15/2016	Ford Ranger 85197-85234 Black Lake Mgmt/Oversight Alum Treatment/Water Quality Monitoring	15-06161-000	5.0		HERRERA STANDARD - 2016	5302.00		37.000
4/17/2016	Ford Ranger 85234-85246 Black Lake Mgmt/Oversight Alum Treatment/Water Quality Monitoring	15-06161-000	5.0		HERRERA STANDARD - 2016	5302.00		12.000

Transaction List

Wednesday, May 4, 2016
12:27:25 PM

Herrera Environmental Consultants, Inc.

For the period 4/1/2016 - 4/30/2016

File Name: 2016-04 Suburban

Owner: HER

Units

Creator: YHORIKAWA

Date	Description	Project	Task	Subtask	Table	Account	Employee	Quantity
Unit	04	Mileage - Company						
4/12/2016	Suburban 174548-174720	15-06161-000	5.0		HERRERA STANDARD - 2016	5302.00		172.000
	Black Lake Mgmt/Oversight Alum Treatment/Water Quality Monitoring							
4/13/2016	Suburban 174733-175048	15-06161-000	5.0		HERRERA STANDARD - 2016	5302.00		315.000
	Black Lake Mgmt/Oversight Alum Treatment/Water Quality Monitoring							
4/19/2016	Suburban 175048-175178	15-06161-000	5.0		HERRERA STANDARD - 2016	5302.00		130.000
	Black Lake Mgmt/Oversight Alum Treatment/Water Quality Monitoring							
5/1/2016	Suburban 175333-175552	15-06161-000	5.0		HERRERA STANDARD - 2016	5302.00		219.000
	Black Lake Mgmt/Oversight Alum Treatment/Water Quality Monitoring							

Black Lake Project Progress Report for Herrera Environmental Consultants

Herrera Environmental Consultants

Progress Report: Management and Oversight of the Black Lake Alum Treatment

Invoice Period: April 2 through April 29, 2016

Task	Project Budget	Previously Invoiced	Amount this Period	Billed to Date	Budget Remaining	Percent Spent	Percent Complete	Work Performed
1-Final Design	\$20,541	\$15,718.69	\$0.00	\$15,718.69	\$4,822.31	77%	100%	
2-Permitting	\$2,926	\$3,797.18	\$410.94	\$4,208.12	-\$1,282.12	144%	100%	Submitted pre- and post-treatment reports to Ecology
3-Specifications	\$5,984	\$9,018.64	\$0.00	\$9,018.64	-\$3,034.64	151%	100%	
4-Oversight	\$10,637	\$2,848.70	\$8,649.40	\$11,498.10	-\$861.10	108%	100%	Conducted contractor oversight
5-Monitoring	\$19,544	\$1,476.06	\$18,385.87	\$19,861.93	-\$317.93	102%	95%	Conducted water quality monitoring
6-Report	\$15,450	\$0.00	\$0.00	\$0.00	\$15,450.00	0%	0%	
7-Management	\$5,730	\$2,472.06	\$860.81	\$3,332.87	\$2,397.13	58%	75%	Prepared invoice, updated progress, coordinated oversight/monitoirng
Total	\$80,812	\$35,331.33	\$28,307.02	\$63,638.35	\$17,173.65	79%	79%	

The UPS Store - #1902
1001 COOPER PI RD SW
#140
OLYMPIA, WA 98502
(360) 705-2636

06/01/16 03:16 PM

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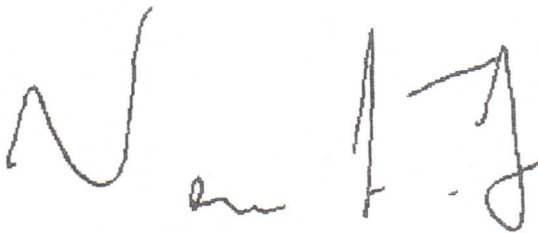
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Volume discount available



001 10000 (025)	11 \$	0.25
Office Supplies		
002 001030 (001)	10 \$	21.59
3 Day Commercial		
Tracking# 1Z2RY9631204865540		

SubTotal	\$	21.84
STATE&LOCAL (T1)	\$	0.03
Total	\$	21.87

	VISA	\$	21.87
ACCOUNT NUMBER *	*****		5219
Appr Code:	(S)	Sale	



Receipt ID 82356213798812888226 002 Items
CSH: sushan Tran: 0062 Reg: 002

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BLACK LAKE SPECIAL DISTRICT

BLACK LAKE SPECIAL DISTRICT

Reimbursement & Expenditure Request

Today's Date 6/3/2016

Itemize Expenditures Below

Description (Meeting Attended, Mileage, Food, Lodging, etc.)	Miles Traveled*	Date	Amount
Meeting, 4/18/16			90.00
Meeting, 5/2/16			90.00
UPS shipping for HAB Aquatic Warrant			21.87

*Administrative office will calculate amount for mileage reimbursement.

Total 201.87

Receipts are required for reimbursement. Please attach to form.

Make check payable to: Lake Stintzi

Mailing address: 7514 Cattail LN SW, Olympia, WA 98512

Please return this form to the administrative office by the 1st of each month.

From: Michelle Jordan <michelle.jordan@igor.com>
Subject: PAYMENT RECEIPT RMS COLLECTION/TRAVELERS REFERENCE#
471246181 POLICY #0106160552S
Date: June 15, 2016 at 10:20:26 AM PDT
To: <ighenk@gmail.com>

John, listed below is your payment receipt.

Transaction Information

Customer (ID): [JOHN HENKLE, \(471246181\)](#)
Effective Date: Monday, May 23, 2016

Sale: \$110.00

Payment Method: Card Transfer
From Account Type: Visa
Account Number: XXXXXXXXXXXXX8649


To Location: East Hartford
Current Status: Processed
Source Application: Merchant Portal
Auth. Response: Success
Transaction Number: {eb28ea36-562a-4925-893f-80dc73d469b7}
Claim Number: 471246181

Conv Fee: []
Reference #: RBDQ50YFLA3
Payment Origin: Telephone Operator
Settlement Status: Settled
Description:
Notification Method: Email
Email Address:
Processor Ref. #: 8c89ae2a6a233ba4b60e856aedec121d
Transaction Date: Monday, May 23, 2016 3:41 PM
Originating As: Card Transfer

Thank you,

Michelle Jordan
Sr. Recoveries Agent
Receivable Management Services
9954 Mayland Dr
Suite 6100
Richmond, VA 23233
Tel. 1-800-222-1970 ext 1118
michelle.jordan@iqor.com

Collection Letter:

 P.O. Box 361136
Columbus OH 43236
Phone: 888-545-4170
Toll Free: 800-222-1970

The Receivable Management Services Corporation

Subd. As Paid
March 23, 2016
consulted

May 16, 2016

3348050100147233*
JOHN HENKLE
7020 LAKESIDE ST SW
OLYMPIA WA 98512-2405

Re: TRAVELERS INSURANCE
Claim amt: \$110.00
Claim No: 471246181-M1
Ref. No: 01061605525
LD#7

Final REP ASO YFLA 3

This is a request for payment of this account which has been placed by TRAVELERS INSURANCE for collection. Please remit your payment to the address above.

If you have not yet been contacted by an RMS representative, you will be receiving a call to bring this matter to a resolution. Should you receive this letter after a discussion with our representative, we thank you for your cooperation.

Sincerely,
The Receivable Management Services Corporation

INSURING COMPANY:
TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA

When you provide a check as payment, you authorize us to either use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. For inquiries, please call the number at the top of this notice.

*** Pay by phone 1-866-725-2182 or go to <http://www.rmsna.com/payrms>
; USERID = 471246181 & PASSWORD = 55875011

The licensed address for The Receivable Management Services Corp. in Washington is: 1801 W. Bay Dr., N.W. Suite 206, Olympia, WA 98502.

IMPORTANT: REFER TO CLAIM NUMBER IN ALL COMMUNICATIONS
WE ARE A DEBT COLLECTOR ATTEMPTING TO COLLECT A DEBT AND ANY INFORMATION OBTAINED WILL BE USED FOR THAT PURPOSE.
NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION

Page 1 OF 2



OrgSupport

120 State Avenue NE, #303
Olympia, WA 98501

Invoice

Date	Invoice #
7/1/2016	1315

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

Description	Qty	Rate	Amount
Contract Services - July	1	2,500.00	2,500.00
Printing B&W	253	0.10	25.30
Stamps	2	0.49	0.98
Envelopes	2	0.15	0.30
Total			\$2,526.58