



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Special Meeting
Monday, November 15, 2021 • 6:15 pm
[Registration Link](#) for Zoom

AGENDA:

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Public Communication
5. Approval of Consent Agenda

Attachments:

October 20, 2021 Minutes
October Financial Reports and Statements
11_14_2021 Payment Voucher Transmittal

6. Approval of 2022 Budget, Resolution 21-01
7. Approval of Resolution 21-02 requesting Treasurer to collect “special assessments” and “rates and charges” for 2022.
8. Items from the Floor
9. Adjournment of Public Meeting

Next Meeting: December 20th, 2021



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Special Meeting Wednesday, October 20, 2021 • 6:15 pm

This meeting was a repeated meeting. Due to technological issues, the meeting on Monday, October 18, 2021 did not fulfill the Open Public Meetings Act, and any action taken is considered void.

1. Call to Order – **Chair Stintzi called the meeting to order at 6:15 pm.**
2. Roll Call – **Chair Stintzi established a quorum.**
 - a. Present
 - i. Lake Stintzi
 - ii. Vernon Bonfield
3. Approval of Agenda – **It was moved, seconded, and passed unanimously to approve the agenda as presented.**
4. Public Communication – The following people spoke:
 - a. Suzanne Kline
5. Approval of Consent Agenda – **It was moved, seconded, and passed unanimously to approve the Consent Agenda as presented.**

Attachments:

*September 20, 2021 Minutes
September Financial Reports and Statements
10/14/2021 Payment Voucher Transmittal*

6. Agreement from State Auditor’s Office – **It was moved, seconded, and passed unanimously to approve Chair Stintzi to sign the agreement on behalf of the Commissioners as Chair of the Black Lake Special District.**
7. Items from the Floor
 - a. The 2022 budget will be approved at the November Regular meeting.
 - b. Long Lake District’s herbicide activities this year were able to be advanced from July 15th to a period beginning in May. This was available due to asking the permitting department in advance. The commissioners plan to pursue this for the next herbicide round for Black Lake, next year.
8. Adjournment of Public Meeting – **With no further business, Commissioner Stintzi adjourned the meeting at 6:26 pm.**

Next Meeting: November 15th, 2021

Black Lake Special District
Statement of Financial Position

Cash Basis

As of October 31, 2021

	<u>Oct 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
Black Lake Guarantee #6355	20,000.00
Thurston County Treasurer	235,466.92
Total Checking/Savings	<u>255,466.92</u>
Total Current Assets	<u>255,466.92</u>
TOTAL ASSETS	<u>255,466.92</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Current Portion of Loans	48,208.73
Total Other Current Liabilities	<u>48,208.73</u>
Total Current Liabilities	48,208.73
Long Term Liabilities	
Kitsap Bank Loan	1,309,062.78
Total Long Term Liabilities	<u>1,309,062.78</u>
Total Liabilities	1,357,271.51
Equity	<u>-1,101,804.59</u>
TOTAL LIABILITIES & EQUITY	<u>255,466.92</u>

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

October 2021

Cash Basis

	<u>Oct 21</u>
Ordinary Income/Expense	
Income	
Rates & Charges	39,612.82
Total Income	39,612.82
Expense	
Contract Services	
Recurring Contract Services	7,500.00
Total Contract Services	7,500.00
Governing Expenses	
Per Diem	1,924.66
Total Governing Expenses	1,924.66
Lake Management	
Control	11,916.95
Total Lake Management	11,916.95
Operations	
Postage, Mailing Service	31.84
Printing and Copying	9.20
Supplies	4.50
Total Operations	45.54
Total Expense	21,387.15
Net Ordinary Income	18,225.67
Other Income/Expense	
Other Income	
Interest Income	66.58
Total Other Income	66.58
Net Other Income	66.58
Net Income	<u><u>18,292.25</u></u>

Black Lake Special District
Income & Expense Budget vs. Actual
January through December 2021

Cash Basis

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Rates & Charges	165,853.37	153,000.00	12,853.37	108.4%
Total Income	165,853.37	153,000.00	12,853.37	108.4%
Expense				
Business Expenses				
Treasurer Fees	3,737.08	1,530.00	2,207.08	244.3%
Total Business Expenses	3,737.08	1,530.00	2,207.08	244.3%
Contract Services				
Attorney Fees & Charges	30,830.00	2,000.00	28,830.00	1,541.5%
Non-recurring Contract Services	1,383.46			
Recurring Contract Services	27,500.00	32,573.00	-5,073.00	84.4%
Total Contract Services	59,713.46	34,573.00	25,140.46	172.7%
Governing Expenses				
Per Diem	7,556.66	4,320.00	3,236.66	174.9%
Total Governing Expenses	7,556.66	4,320.00	3,236.66	174.9%
Lake Management				
Control	1,410,466.95	50,000.00	1,360,466.95	2,820.9%
Permitting Fees	0.00	500.00	-500.00	0.0%
Testing and Monitoring	39,746.05			
Total Lake Management	1,450,213.00	50,500.00	1,399,713.00	2,871.7%
Operations				
Postage, Mailing Service	1,969.16			
Printing and Copying	117.55			
Supplies	82.55			
Total Operations	2,169.26			
Other Types of Expenses				
Insurance	100.00	2,923.00	-2,823.00	3.4%
Interest Expense - General	8,997.72			
Other Expenses	750.00	32,320.00	-31,570.00	2.3%
Total Other Types of Expenses	9,847.72	35,243.00	-25,395.28	27.9%
Total Expense	1,533,237.18	126,166.00	1,407,071.18	1,215.3%
Net Ordinary Income	-1,367,383.81	26,834.00	-1,394,217.81	-5,095.7%
Other Income/Expense				
Other Income				
Interest Income	1,492.39			
Total Other Income	1,492.39			
Net Other Income	1,492.39	0.00	1,492.39	100.0%
Net Income	-1,365,891.42	26,834.00	-1,392,725.42	-5,090.2%

Payment Voucher Transmittal
Drainage Dist #12 Black Lake

1. OrgSupport 120 State Ave NE, #303 Olympia, WA 98501	4292	Contract Services	\$2,502.50
2. Phillips Burgess PLLC 111 - 21st Ave SW Olympia, WA 98501	356	Response to Petition for Declaratory Relief	\$1,435.00
3. Washington State Department of Ecology Cashiering Unit PO Box 47611 Olympia, WA 98504	22-WAG994245FY	2022 Permit Fee	\$682.00
Total for document:			\$4,619.50

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 Drainage Dist #12 Black Lake, 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 #
12/1/2021	4292

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 Color	10	0.25	2.50
Total			\$2,502.50



INVOICE

Invoice # 356
Date: 10/29/2021

111 - 21st Ave SW
Olympia, WA 98501
United States
Phone: 360-742-3500

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
10/15/2021	HLB	Coordinate with C. Pierce-Wright to prepare and submit public records request and complete initial research; pull background information from file relevant to same; update status to client.	0.50	\$212.50
10/15/2021	CP	Begin review of matter background for analysis of petition to suspend special district.	0.40	\$130.00
10/18/2021	CP	Review and submit public records request addressing adverse citizen's petition.	0.20	\$65.00
10/22/2021	HLB	Review county response to public records request; coordinate with C. Pierce Wright re follow up to same.	0.20	\$85.00
10/22/2021	CP	Email L. Stintzi addressing public records request to Thurston County.	0.20	\$65.00
10/22/2021	CP	Review legal authority addressing "public interest" basis for suspension of special districts and relevant background information to petition addressing the same.	2.10	\$682.50
10/22/2021	CP	Coordinate with H. Burgess addressing collection of public records and analysis of petition to suspend special district.	0.20	\$65.00
10/25/2021	CP	Draft letter to S. Meath with Thurston County re proposed timeline for response to public records request.	0.40	\$130.00

Quantity Subtotal 4.2

Time Keeper	Hours	Rate	Total
Heather Burgess	0.7	\$425.00	\$297.50
Chris Pierce-Wright	3.5	\$325.00	\$1,137.50
		Quantity Total	4.2
		Subtotal	\$1,435.00

Total \$1,435.00

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
356	10/29/2021	\$1,435.00	\$0.00	\$1,435.00
Outstanding Balance				\$1,435.00
Total Amount Outstanding				\$1,435.00

Please make checks payable to: Phillips Burgess PLLC, 111 - 21st Ave SW, Olympia, WA 98501

Payment due upon receipt.

Mail Date: November 1, 2021



FY 2022 Fee Invoice
Water Quality Program
Aquatic Pest Control

Permit Number: WAG994245
ATTN: Lake Stintzi
Black Lake
BLACK LAKE SPECIAL DISTRICT
120 STATE AVENUE NE#3
OLYMPIA WA98501

FY 2022 Fee Amount	\$682.00
FY 2022 Invoiced Amount	\$682.00
Remaining Credit	\$0.00
Total Due	\$682.00

Invoice Number	Billed	Paid	Due	Due Date
22-WAG994245-1	\$682.00	\$0.00	\$682.00	12/16/2021

This invoice covers Fiscal Year 2022 (July 1, 2021 through June 30, 2022).

ECOLOGY DOES NOT PRORATE FEE FOR PERMIT TERMINATIONS. Ecology will no longer assess an annual fee 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.

<p>Please send check or money order in US currency payable to</p> <p style="text-align: center;">WASHINGTON STATE DEPARTMENT OF ECOLOGY</p> <p style="text-align: center;">(DO NOT SEND CASH)</p>	<p>Mail the payment with the payment voucher / coupon to:</p> <p>Washington State Department of Ecology Cashiering Unit PO BOX 47611 Olympia, WA 98504-7611</p>
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Please note you can pay via echeck at <https://apps.ecology.wa.gov/eceopay/> (no fee) or by credit card (convenience fees apply)

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

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

Water Quality Program
Aquatic Pest Control

Invoice	22-WAG994245-1	Total Amount Due	\$682.00
	Black Lake	Coding	176-WWD-02-86-000196

ATTN: LAKE STINTZI
BLACK LAKE SPECIAL DISTRICT
120 STATE AVENUE NE#3
OLYMPIA WA98501

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

RESOLUTION #21-01

**A RESOLUTION OF THE BLACK LAKE SPECIAL DISTRICT GOVERNING BOARD
ADOPTING 2021 BUDGET**

WHEREAS RCW 85.38.170 requires budgets for each special district shall be adopted annually for the succeeding calendar year and to confirm special assessments are sufficient to finance the budget.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

Section 1. The Budget attached hereto identifies the major activities and estimated costs planned by the Black Lake Special District governing board for calendar year 2022.

Section 2. Special assessments and “rates and charges” are sufficient to finance the budget.

ADOPTED by the Black Lake Special District Governance Board this 15th day of November, 2021.

Commissioner

Commissioner

Commissioner

ATTEST:

RESOLUTION #21-02

A RESOLUTION OF THE BLACK LAKE SPECIAL DISTRICT (BLS D) GOVERNING BOARD REQUESTING COLLECTION OF SPECIAL ASSESSMENTS AND “RATES AND CHARGES” FOR 2021 BY THE THURSTON COUNTY TREASURER

WHEREAS, under RCW 85.38.145, a special district may fix rates and charges payable by owners of real estate within the special district in order to implement authority granted under RCW 85.38.180(3).

WHEREAS, Thurston County Ordinance 15930 approves a roll of special assessments for the Black Lake Special District.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

Section 1. A file will be emailed to the Treasure which includes \$103,000 in special assessments and \$83,854 in “rates and charges” for 754 parcels in the BLS D for a total of \$186,854.

Section 2. In the file where a parcel has both special assessments and “rates and charges”, the values are added together for the parcel.

ADOPTED by the Black Lake Special District Governance Board this 15 day of November, 2021.

Commissioner

Commissioner

Commissioner

ATTEST:

Black Lake Special District Revised Budget for 2022

Calendar Year	2022	2023	2024	2025	2026
Beginning year balance	\$220,000	200,814	193,198	182,582	173,466
Rates & Charges to parcel owners	83,854	83,854	83,854	83,854	83,854
Special Assessment	103,000	103,000	103,000	103,000	103,000
Interest income	1,925	1,925	1,925	1,925	1,925
County Treasurer fee	-1,869	-1,869	-1,869	-1,869	-1,869
Election cost County Auditor <u>1/</u>	-3,000		-3000		-3000
State Auditor fees	-1,500			-1500	
Contract Services					
Attorney Fees & Charges	-2,000	-2,000	-2,000	-2,000	-2,000
Kiosk construction, maintenance	-100	-100	-100	-100	-100
Back office support <u>1/</u>	-30,000	-30,000	-30,000	-30,000	-30,000
Elected official bond requirement <u>4/</u>	-200	-200	-200	-200	-200
Governing Compensation <u>2/</u>	-10,000	-7,680	-7,680	-7,680	-7,680
Lake Management					
Weed Control <u>5/</u>	-30,000	-30,000	-30,000	-30,000	-30,000
Permitting	-600	-600	-600	-600	-600
Pollutant Monitoring, Phase II	0				
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
Ditch Title/Easement Search	-4,000				
Note payments <u>3/</u>	0				
Kitsap Bank Fee	-750				
Bond Guaranty Fund <u>6/</u>	-20,000	-20,000	-20,000	-20,000	0
Special Assessment Bond Payment	-102,356	-102,356	-102,356	-102,356	-102,356
Year End Balance	200,814	193,198	182,582	173,466	182,850

1/ Assumes 2% inflation

2/ Rate specified in RCW 85.38.075 , 20 meetings per year

3/ Note issued 10/31/16 to Commencement Bank. Note is paid off.

4/ Thurston County Board of Commissioners, Resolution #14967

5/ Reduced from \$45,000/yr

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