

Minutes of the 182<sup>nd</sup> Port Ludlow Drainage District  
 Regularly Scheduled Meeting  
 Thursday, October 10, 2013 10:00 AM  
 ~ Approved ~

**The October 10, 2013 PLDD Meeting was Called to Order** at the Beach Club, 121 Marina View Drive, Port Ludlow, Washington at 10:00 AM by Chair Commission Dwayne Wilcox.

**Roll Call:** Chair Commissioner Wilcox, present. Commissioner Uyeda, present. Commissioner Van Zonneveld, absent with prior consent. A quorum was reached.

**Attendance:** Engineer Nancy Lockett, Administrative Assistant Sue Bartkus. Guests: Bud Kerns, Jan & Bruce Eddy.

**Minutes:** Commissioner Uyeda made a motion to approve the minutes of the September 25, 2013 Workshop Meeting. Commissioner Wilcox seconded the motion. Motion approved 2-0.

Approval of the September 12, 2013 Regular Meeting Minutes were deferred as Commissioner Wilcox wasn't present at that meeting and Commissioner Van Zonneveld was not present at this day's meeting.

**Expenses:** Commissioner Uyeda made a motion to approve the vouchers from September 12, 2013 to October 9, 2013 for a total of \$2935.05.. Motion was seconded by Commissioner Wilcox. Motion approved 2-0.

Voucher Number	Item Description	Amount
13-056	Susan Bartkus	\$ 323.23
13-057	Dept. of L & I	\$ 8.19
13-058	Glessing & Associates	\$ 64.14
13-059	Dwayne Wilcox	\$ 367.41
13-060	Gray & Osborne Inc.	\$ 2,147.08
13-061	Employment Security	\$ 25.00

**Financial Summary:**

PLDD Cash Account	\$ 154,303.58
PLDD Reserve Account	\$ 40,000.00
PLDD Interest Income Reserve Fund	\$ 6,295.49
Expenses – Current Month from above	\$ (2,935.05)
<b>NET TOTAL ALL ACCOUNTS</b>	<b>\$ 197,664.02</b>
Special Assessment 2013	\$ 167,600.00
PAID TO DATE	\$ 98,214.43
UNPAID (REMAINING)	\$ 69,385.57

**New Business:** No new issues were discussed

**Old Business:**

1. Preparations for the **Annual Budget Meeting for 2014**, scheduled to be held on November 20, 2013 at 10:00 AM in the Bay View room of the Beach Club were briefly discussed. A Public Notice will be submitted to the Port Townsend Leader for publication and a notice will be put onto the website at least two weeks prior to the Budget Meeting. Engineer Lockett will finalize the draft.
2. Engineer Lockett reported that the **Rainier Sports Court** project was nicely completed by Yard Dog; she will call them about billing.
3. Engineer Lockett will send out construction and permanent easements to for the **Trader Lane Project**.
4. Regarding the **Cascade Lane Flood Abatement Project** a new culvert will cross from Olympic to Walker to alleviate the unfinished disbursal on Olympic Lane; this work will be incorporated into the Cascade project for facilitation of funding and construction. The Cascade project is estimated to run approximately \$330,000.000 of the \$630,000.00 Public Works Trust Fund Loan (PWTFL), with the PLDD match requirement of 15%, or \$129,000.00. For the other Capital Improvements, Montgomery Lane and Libbey Court, the drainage will be directed into the outfall. Engineer Lockett reported that the Annual Assessment for 2014 will be \$150,400.00, a reduction from the \$167,600.00 Annual Assessment of recent years. This information will be presented during the 2014 Budget Meeting.
5. Engineer Lockett distributed a memo with the possible Storm Water Management Plan for 2014. This would add Olympic Lane, Montgomery Lane, cross culverts on Oak Bay Road, and the catch basin at the end of the Waste Water Treatment Plant (WWTP) ditch to the maintenance schedule for Yard Dog to maintain.
6. Chair Commissioner Wilcox asked Engineer Lockett to attend a Port Ludlow Utilities Committee Meeting this coming spring to explain to the committee the layout of the storm water runoff systems near the WWTP and how this may affect any improvements to the area. Engineer Lockett did note that if the pipe has to be moved, it would be a utility project, not a PLDD project.
7. Engineer Lockett agreed to conduct a site visit regarding 60 McCurdy Lane.

The next regularly scheduled meeting of the PLDD will be held on Thursday, November 14, 2013 in the Bay View room at the Beach Club. The October 10, 2013 meeting adjourned at 10:28 a.m.

Respectfully Submitted by: Susan Bartkus, Administrative Assistant

Approved:

Approved:

Approved:

Elizabeth Van Zonneveld  
Drainage District  
Commissioner

Dwayne Wilcox  
Drainage District  
Commissioner

Allen Uyeda  
Drainage District  
Commissioner