

Minutes of the 186th Port Ludlow Drainage District
 Regularly Scheduled Meeting
 Thursday, February 13, 2014 10:00 AM
 ~ Approved ~

The, 2014 PLDD Meeting was Called to Order in the Gallery Room at the Beach Club, 121 Marina View Drive, Port Ludlow, Washington at 10:00 a.m. by Chair Commission Dwayne Wilcox.

Roll Call: Chair Commissioner Wilcox, present. Commissioner Uyeda, present. Commissioner Van Zonneveld, present. A quorum was reached.

Attendance: Engineer Nancy Lockett, Administrative Assistant Sue Bartkus. Guests: Brian Belmont, Barbara Berthuime, Megan Claflin (Port Townsend Leader), Jan & Bruce Eddy, Ron Gregory, Bud Kerns, Lyle Newlin, Sally Orsborn

Minutes: Commissioner Van Zonneveld made a motion to approve the minutes of the December 12, 2013 regular Meeting. Commissioner Wilcox seconded the motion. Commissioner Uyeda carried the motion. Motion approved 3-0.

Expenses: Commissioner Van Zonneveld made a motion to approve the vouchers from January 7, 2014 to February 11, 2014 for a total of \$7,590.76. Motion was seconded by Commissioner Uyeda motion was carried by Commissioner Wilcox. Motion approved 3-0.

Vouchers:

Voucher Number	Item Description	Amount
14-008	Susan Bartkus	\$ 428.21
14-009	Glessing & Associates	\$ 204.00
14-010	Yard Dog Landscaping	\$ 2,540.72
14-011	Seaman Law Firm	\$ 920.00
14-012	Port Townsend Leader	\$ 252.00
14-013	Gray & Osborne Inc.	\$ 629.83
14-014	Ludlow Maintenance Commission (LMC)	\$ 2,616.00

Financial Summary:

PLDD Cash Account	\$ 207,137.15
PLDD Reserve Account	\$ 40,000.00
PLDD Interest Income Reserve Fund	\$ 6,311.16
Expenses – Current Month from above	\$ (7,590.76)
NET TOTAL ALL ACCOUNTS	\$ 245,857.55
Special Assessment 2013	\$ 150,400.00
PAID TO DATE	\$ (279.06)
UNPAID (REMAINING)	\$ 150,120.94

Public Forum:

1. Guest Ron Gregory submitted a handout from the “Port Ludlow Concerned Taxpayers”, expressing their opinions regarding PLDD elections, Commissioner Appointments, and the PLDD’s relationships with the engineering firm of Gray & Osborne and with Jefferson County. Mr. Gregory also stated that he believed there was an illegal quorum of Commissioners today and that the illegal meeting be cancelled. Chair Commissioner Wilcox noted that he recognized Mr. Gregory’s comments, and stated that the meeting would proceed.

New Business:

1. Engineer Lockett reported that Port Ludlow Associates (PLA) and Jefferson County had asked the PLDD to review the new **Ludlow Cove II project**, which was done last month with PLA representatives Brent Sasse and Cliff O’Brien. Last week David Wayne Johnson sent (new) different plans to Nancy for her review, which she is still analyzing. Engineer Lockett noted that one concern is who will be responsible for maintenance of the drainage facilities, which will include two rain gardens and a bio-retention swale, as they require a lot of maintenance. Guest Sally Orsborn asked of what benefit it was for the North Bay residents and LMC to pay for PLA drainage facilities. Commissioner Van Zonneveld explained to Ms. Orsborn that the LMC has no role, the PLDD and LMC are two different entities, the PLDD is constituted by the state and that PLA has been paying their assessments as property owners within the boundaries of the district to address their drainage needs and requirements as well as any other resident. Engineer Lockett stated that after her review was done, she would write a letter to the County Commissioners copied to David Wayne Johnson with her comments and/or recommendations, not PLDD approval as the PLDD is not a permitting authority, but it does have a Memorandum of Understanding with Jefferson County, and is solely an advisory for drainage plans, not an approval authority.
2. Commissioner Wilcox noted that **certification of the candidates** Allen Uyeda and Jim Boyer will take place on February 18, 2014 and that until that time Commissioner Van Zonneveld would remain on the PLDD.

Old Business:

3. Engineer Lockett provided a review of the **Cascade Trader Lane** project, and explained that this is the second version of a project in the PLDD original Comprehensive Plan to solve drainage issues occurring on Rainier, Camano, Resolute and Goliah Lanes. Ms. Lockett described how goes down from Rainier to Oak Bay Rd, the flow went over to Cascade and flooded out owners on that street as well as residents on Cressey Lane. Residents of those areas requested relief after the Rainier to Oak Bay project was rejected. The project is now 85% designed, with it having been posted on the PLDD bulletin board, presented at PLDD meetings, LMC Board meetings and at LMC Greenbelt Committee

meetings. A public hearing regarding the new project was advertised and was held at the Port Ludlow Fire Station on June 25, 2013, with no residents opposing the new project, and quite a few commending the re-design including many who had opposed the former Rainier to Oak Bay project. Commissioners voted to proceed with the Cascade Trader Lane project.

4. **To address misinformation that had been printed in the Port Townsend Leader regarding PLDD loans**, Engineer Lockett distributed copies of the PLDD amortization schedules from the Washington State Public Works Trust Fund Loan Board regarding loans that were taken out by the PLDD; she noted that anyone could have accessed the information on the State website. Three loans were taken out to address the needs as follows:

Stormwater Comprehensive Plan: \$50,000.00 Loan amount. Terms, 0% interest with a 5 year payment. This loan closed on 6/22/2007. Current Principal Balance: \$0.

Rainier/Oak Bay Greenbelt Pre-construction loan (design). Loan amount \$47,812.50. Terms: 0.5% interest for 20 years. Current Principal Balance: \$31,874.99.

Rainier to Oak Bay Greenbelt Drainage Improvements: Loan Amount \$0 (\$666,000.00 available to draw). Terms: 0.5%-1.5% interest dependent upon PLDD match for 20 years, 10% match will be 0.5% interest. Current Principal Balance: \$0. This funding is available if the PLDD uses it prior to 2016, and this match is in the budget if the project proceeds, it shows up on the budget but it has not been taken out.

5. Engineer Lockett described the **Trader Lane** project, it is planned to drain a small open water pond in the reserve area that ends on a private property which has one developed parcel and an undeveloped parcel, the aim of the project is to direct runoff down the reserve area to Fleet. Problematic in resolving drainage with the area is that it is a class II wetland with a 50 foot buffer, which includes part of the Orsborns property. Engineer Lockett has been in discussion with David Wayne Johnson of Jefferson County, who has said there are options to protect the wetland but still have the potential to develop the vacant lot. Ms. Osborn asked Engineer Lockett if anything else is going to be done. Engineer Lockett told her that the PLDD maintenance contractor will conduct routine maintenance to the pipe that her husband had previously installed as well as cleaning out and maintain the grate, possible installing a rolled curb.
6. Chair Commissioner Wilcox noted that he and Commissioner Uyeda would be attending a seminar on February 27 regarding **State Guidelines and Auditing**.
7. Commissioner Van Zonneveld returned the hardcopies of the information pertaining to the original PLDD Assessment Methodology. She had been reviewing the hundreds of documents to determine what information should be posted onto the PLDD website.
8. Jan Eddy and Brian Belmont both expressed their thanks to Commissioner Elizabeth Van Zonneveld for her service.

The February 13, 2014 PLDD Regular Meeting adjourned at 11:00 a.m.

The next regularly scheduled meeting of the PLDD will be held on Thursday, March 13, 2014 in the Gallery room at the Beach Club.

Respectfully Submitted by: Susan Bartkus, Administrative Assistant

Approved:

Approved:

Approved:

Dwayne Wilcox
Drainage District
Commissioner

Allen Uyeda
Drainage District
Commissioner

Jim Boyer
Drainage District
Commissioner