

Minutes of the 205th Port Ludlow Drainage District
 Regularly Scheduled Meeting
 Thursday, September 10, 2015 10:00 AM
 ~ APPROVED ~

The September 10, 2015 Port Ludlow Drainage District (PLDD) Meeting was Called to Order in the Bay View Room at the Ludlow Maintenance Commission (LMC) Beach Club, 121 Marina View Drive, Port Ludlow, Washington at 10:00 a.m. by Chair Commissioner Jim Boyer.

Roll Call: Commissioner Boyer, present. Commissioner Uyeda, present. Commissioner Wilcox, present. A quorum was reached.

Attendance: Engineer Leigh Nelson, Administrative Assistant Sue Bartkus. Guests included: Richard Babaian, Brian Belmont, Walter Cairns, Ron Kletti, Dave McDearmid, Lyle Newlin, and Mel & Katie Smith.

Minutes: Commissioner Wilcox made a motion to approve the minutes of the August 13, 2015 Regular Meeting as written. Commissioner Uyeda seconded the motion. Commissioner Boyer carried the motion. Motion approved 3-0.

Expenses: Commissioner Boyer reviewed expenses, explaining each charge for guests. Commissioner Wilcox made a motion to approve the vouchers from August 10, 2015 to September 8, 2015 for a total of \$7,074.48. Motion was seconded by Commissioner Uyeda. Motion was carried by Commissioner Boyer. Motion approved 3-0.

Voucher Summary:

Voucher Number	Item Description	Amount
15-063	Susan Bartkus	334.44
15-064	Gray & Osborne Inc.	4,144.24
15-065	Yard Dog Landscaping	1,270.36
15-066	Seaman Law Firm	1,262.50
15-067	Glessing & Associates	62.94

Financial Summary:

PLDD CASH ACCOUNT	\$269,884.90
PLDD RESERVE ACCOUNT	\$ 40,000.00
PLDD INTEREST INCOME RESERVE FUND	\$ 6,381.50
EXPENSES – CURRENT MONTH FROM ABOVE	<u>\$ (7,074.48)</u>
 NET TOTAL ALL ACCOUNTS	 <u>\$ 309,191.92</u>
 SEPCIAL ASSESSMENT 2015	 \$123,000.00
PAID TO DATE	<u>\$(74,271.37)</u>
 UNPAID (REMAINING)	 \$ 48,728.63

Old Business:

1. Engineer Nelson reported that owners near the **Cascade Lane** project, including the LMC Board of Trustees, had been met with, and that all easements are now in place. Resident Dave McDearmid asked when construction would begin, as he had some landscaping rock that needs to be moved. Engineer Nelson indicated that Seton would be starting soon, and that the project is expected to be complete by November. Commissioners advised Mr. McDearmid that it would be best to move the rock now.
2. Commissioner Boyer reported that he and volunteer Lyle Newlin met with the Jefferson County department leaders of the elections office, auditor's office, assessor's office, and with the PLDD attorney to set a plan for the **PLDD Elections Process**. All parties agreed to have Jefferson County handle the process. On September 15, 2015 the PLDD should receive an updated property owners list from the assessor's office. Commissioner Boyer asked LMC Manager, Brian Belmont, to provide PLDD with the LMC's most current owner list, including: names, addresses and parcel numbers, so both lists can be compared for accuracy. Mr. Belmont agreed to forward one to the PLDD in the Excel format, with the proviso that the list only be used for this purpose, Commissioners agreed. Commissioner Boyer noted that after Mr. Newlin compares the lists, the final compilation will be forwarded to the Jefferson County elections department, and the filing date for candidates will be announced on November 1, 2015. The filing period will be open for one week, December 14, 2015 through December 18, 2015. On January 13, 2016 Jefferson County will mail out the ballots. The expected cost to the PLDD by Jefferson County for printing, mailing, staff hours and collateral efforts is estimated to be \$7,000.
3. Commissioner Boyer noted that Mr. Newlin would be preparing the **2016 PLDD Assessment Roll** and submitting it to the Assessor's office. It was asked by guest whether the assessment errors of the 2015 roll would be corrected, Commissioner Boyer noted that that is why this process was being set up, so that the new assessment role would be self-correcting.

New Business:

4. **Richard Babaian owner of 211 Condon Lane** attended this day's meeting to discuss with Commissioners a problem with runoff from Condon that accumulates onto his property. This matter had been previously discussed during the September 9, 2010 PLDD Meeting. At that time, Engineer Lockett had spoken with Jefferson County Engineer Monte Reinders (part of the area is within the Jefferson County Right-of-Way). Also, at that time, a neighbor across the street was paving their driveway, that neighbor had been sent a letter from Engineer Lockett requesting that they allow a berm to be poured (at no expense to them) to divert the water into the ditch. The neighbor was unwilling to do this, and Jefferson County was unwilling to undertake any action. One solution suggested to Dr. Babaian was to install a curtain drain. This day, Commissioners, guests and Engineer Nelson discussed possible solutions. It was indicated that since this issue was discussed in 2010, the area has been classified by the Department of Natural Resources (DNR) as a Non Fish Bearing Stream (NS), thereby complicating viable solutions. Engineer Nelson indicated that a Hydraulic Project Approval (HPA) could be obtained from the Department of Fish and Wildlife to conduct work in the area. It was also indicated that it may require an additional outfall

to the beach. Katie Smith noted that this appeared to be very like the problem that previously was remedied by the PLDD on Libby Court. Commissioner Wilcox noted that when Engineer Lockett next visits to oversee work that is being done on Cascade Lane, he will ask her to look into the problem on Condon Lane. Dr. Babaian noted that he may be out of town, but his neighbor, Mr. Stevenson would appreciate speaking with Engineer Lockett when she visits the area.

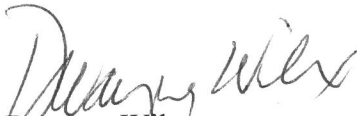
Commissioner Uyeda made a motion to adjourn the meeting at 10:37 a.m. Motion was seconded by Commissioner Wilcox. Motion was carried by Commissioner Boyer. Motion approved 3-0.

The next regularly scheduled meeting of the PLDD will be held on Thursday, October 8, 2015 in the Bay View room at the Beach Club at 10:00 a.m.

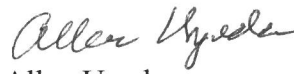
The preliminary Budget Workshop Meeting for the 2016 PLDD Budget will be held on Thursday, September 24, 2015 in the Gallery Room at the Beach Club at 10:00 a.m.

Respectfully Submitted by: Susan Bartkus, Administrative Assistant

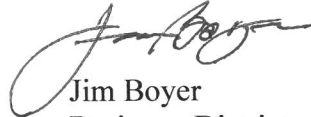
Approved:


Dwayne Wilcox
Drainage District
Commissioner

Approved:


Allen Uyeda
Drainage District
Commissioner

Approved:


Jim Boyer
Drainage District
Commissioner