

Minutes of the Port Ludlow Drainage District

Special Meeting – Commissioner Interview

Tuesday November 15, 2016

At the Beach Club, 121 Marina View Drive
Port Ludlow, WA. 98365

Call to order: The special meeting of the Port Ludlow Drainage District (PLDD) was called to order at 1:00 p.m. by Chair Commissioner Allen Uyeda in the Gallery Room of the Beach Club, 121 Marina View Drive, Port Ludlow, Washington. 98365.

Roll Call: Present were Chair Commissioner Uyeda, and Commissioner Katie Smith. A quorum was reached. No absences.

Attendance: Administrative Assistant Susan Bartkus. Guests in attendance were Don Forbes and Mel Smith.

Public Forum: There were no issues brought to the Commissioners attention at this time.

Interview: Commissioners met and interviewed Don Forbes, who submitted a letter of interest to fill the recently vacated PLDD Commissioner 2 position term which expires in February of 2018. Per Mr. Forbes letter, his qualifications include:

- Masters in Structural Engineering
- Masters in Business Administration
- Over 30 years as a consulting engineer with increasingly complex assignments from structural designer to project manager on such projects as the startup of the \$5.4 billion reconstruction of the Illinois Tollway system around Chicago Illinois.
- Four years as the Head of the Highway Division for the State of Oregon where he managed the day-to-day operations of the state highway system as well as leading a major business reorganization of the Division
- Four years as the Director of the Oregon Department of Transportation where he continued to modernize and streamline the business processes and customer service of the 5000 person Department
- Currently working as a specialty consultant on major industrial design and construction projects throughout the US and Canada such as the \$3.9 billion replacement of the Tappan Zee Bridge in New York.

In addition, Mr. Forbes noted that he still retains his P.E. license if it were needed, but his primary reason for applying for the position was a desire to serve the community.

Commissioners Uyeda and Smith discussed PLDD past and future projects, meeting times, and PLDD administrative procedures with Mr. Forbes. Commissioner Smith outlined the process necessary prior to taking office as:

- 1) PLDD recommendation to Jefferson County Board of Commissioners (BoCC)
- 2) Appointment by BoCC during their Regular Meeting
- 3) Surety Bond acquisition and filing with County Clerk
- 4) Taking the Oath of Office.

Commissioner Smith made a motion that PLDD recommend Mr. Donald E. Forbes for appointment by BoCC to complete the vacant term of PLDD Commissioner 2 position. This term is set to expire February of 2018, and will then be up for election. Chair Commissioner Uyeda seconded and carried the motion. Motion approved 2-0.


Commissioners directed assistant Bartkus to forward their letter of recommendation and Mr. Forbes letter of interest to the BoCC for their consideration.

Adjournment: Chair Commissioner Uyeda made a motion to adjourn. Commissioner Smith seconded and carried the motion. Motion Approved 2-0. Meeting adjourned at 1:52 p.m.

The next regularly scheduled meeting of the Port Ludlow Drainage District will be held on Thursday, December 8, 2016 at 10:00 a.m., at the Beach Club in the Bay View Room.


Respectfully Submitted: Susan Bartkus, Administrative Assistant

Approved:


Allen Uyeda
Drainage District
Commissioner 3

Approved:


Katie Smith
Drainage District
Commissioner 1


Don Forbes
Drainage District
Commissioner 2