

Minutes of the 183rd Port Ludlow Drainage District
 Regularly Scheduled Meeting
 Thursday, November 14, 2013 10:00 AM
 ~ Approved ~

The November 14, 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, present. A quorum was reached.

Attendance: Engineer Nancy Lockett, Administrative Assistant Sue Bartkus. Guests: Ron Gregory, Bud Kerns, Ron Kletti, Mike McGowan, and Richard Regan.

Minutes: Commissioner Van Zonneveld made a motion to approve the minutes of the September 10, 2013 Meeting. Commissioner Uyeda seconded the motion. Motion approved 2-0. Commissioner Wilcox made a motion to approve the minutes of the October 10, 2013 Meeting, Commissioner Uyeda seconded the motion. Motion approved 2-0.

Expenses: Commissioner Uyeda made a motion to approve the vouchers from October 9, 2013 to November 11, 2013 for a total of \$6, 178.08.. Motion was seconded by Commissioner Wilcox. Motion approved 2-0.

Voucher Number	Item Description	Amount
13-062	Glessing & Associates	\$ 55.84
13-063	Yard Dog Landscaping	\$ 3,145.67
13-064	Gray & Osborne Inc.	\$ 2,137.99
13-065	Artemis Computing	\$ 40.00
13-066	Elizabeth Van Zonneveld	\$ 540.00
13-067	Susan Bartkus	\$ 248.58

Financial Summary:

PLDD Cash Account	\$ 210,842.77
PLDD Reserve Account	\$ 40,000.00
PLDD Interest Income Reserve Fund	\$ 6,299.34
Expenses – Current Month from above	\$ (6,178.08)
NET TOTAL ALL ACCOUNTS	\$ 250,964.03
Special Assessment 2013	\$ 167,600.00
PAID TO DATE	\$ (157,688.67)
UNPAID (REMAINING)	\$ 9,911.33

New Business: Ron Gregory requested line item expenditures for all completed PLDD projects. After discussion with Commissioners and Engineer Lockett, it was agreed that the 2013 Budget

and (the proposed) 2014 Budget would be forwarded to Mr. Gregory, hard copies were provided by administrative assistant Sue Bartkus to Mr. Kletti as well.

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 was submitted to the Port Townsend Leader for publication in the past two editions, and a notice was put onto the PLDD website.
2. The **Rainier Sports Court** project is now complete. Yard Dog re-routed the drainage to Wells Ridge Court; runoff will now be carried down to the detention pond.
3. Engineer Lockett has obtained easements for the **Trader Lane Project**, she will now work with the owner to ascertain which trees will need to be removed (this will need to be approved by the ACC). Engineer Lockett will be working with SEPA for this project, she explained that the pond cannot be touched as it was flagged as wetland, but Yard Dog will have the pipe cleaning of the site put onto their maintenance schedule.
4. Engineer Lockett reported that she walked the **Cascade Lane Flood Abatement Project** area with David Wayne Johnson of Jefferson County. Mr. Johnson said that SEPA will be required, but that the County can act as the SEPA official. The County was fine with the plans for a new culvert that 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, but the area will have to be surveyed and some trees that are located in the right-of-way will need to be removed. The County is also in agreement with the rock check dams and replacing the pipe on Walker Way.
5. Commissioner Wilcox asked Engineer Lockett if the debris along the outflows on the beach should be cleared out, she replied that the one on Pope is sheltered and the one on Libbey Court should be alright, there is a lot of flow in that area.
6. Former Commissioner Richard Regan asked if there has been a written agreement drawn up with Jefferson County regarding the Cascade Lane Project. Commissioners agreed with him that there should be a **Memorandum of Understanding** between the County and the PLDD; Engineer Lockett will work on it.

The next regularly scheduled meeting of the PLDD will be held on Thursday, December 12, 2013 in the Bay View room at the Beach Club. The November 14, 2013 meeting adjourned at 10:39 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

