

Minutes of the 206th Port Ludlow Drainage District
 Regularly Scheduled Meeting
 Thursday, October 8, 2015 10:00 AM
 ~ Approved ~

The October 8, 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: Brian Belmont, Walter Cairns, Lyle Newlin, Mel & Katie Smith, and Elizabeth Van Zonneveld.

Minutes: Commissioner Uyeda made a motion to approve the minutes of the September 10, 2015 Regular Meeting, and the Budget Workshop Meeting Minutes of September 24, 2015 as written. Commissioner Wilcox 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 September 8, 2015 to October 5, 2015 for a total of \$4,049.12. Motion was seconded by Commissioner Uyeda. Motion was carried by Commissioner Boyer. Motion approved 3-0.

Voucher Number	Item Description	Amount
15-068	Allen Uyeda	\$456.00
15-069	Jim Boyer	\$940.85
15-070	Dwayne Wilcox	\$707.00
15-071	Susan Bartkus	\$479.90
15-072	Gray & Osborne	\$1,382.80
15-073	Department Of Labor & Industry	\$10.57
15-074	Glessing & Associates	\$72.00

Financial Summary:

PLDD CASH ACCOUNT	\$264,601.73
PLDD RESERVE ACCOUNT	\$ 40,000.00
PLDD INTEREST INCOME RESERVE FUND	\$ 6,386.53
EXPENSES – CURRENT MONTH FROM ABOVE	\$ (4,049.12)
 NET TOTAL ALL ACCOUNTS	 \$ 306,939.14
 SEPCIAL ASSESSMENT 2015	 \$123,000.00
PAID TO DATE	<u>\$(76,062.68)</u>
 UNPAID (REMAINING)	 \$ 46,937.32

Old Business:

1. Engineer Nelson reported that she would be on the site of **Cascade Lane** project today. Seton will be putting pipe in the easement. Commissioners asked Ms. Nelson if she could update the

descriptions for the Cascade & Trader Lane projects for the PLDD website, she agreed.

Commissioner Boyer asked about the payment schedule. Engineer Nelson that there will probably be two project estimates submitted by next month.

2. Commissioner Boyer reported that the concerning the **PLDD Elections Process**, the Jefferson County Auditor's office would forward their resident list to County Assessor, Jeff Chapman. They would then streamline their lists together into the PAT system. Commissioner Boyer was told that the list would be held until December 18, 2015, and then updated by the County for the last time on that date, prior to ballots being sent out. The County will conduct the election. If no one runs for the position against Commissioner Uyeda, it will save approximately \$9,000.00 in elections costs. 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.
3. Engineer Nelson looked at **Condon Lane** to assess the runoff problem that accumulates onto the Babaian property; she noted that Engineer Lockett would be able to look at the area again later this coming week. Commissioner Wilcox asked Ms. Nelson to give the PLDD an estimate regarding what a solution may entail. Leigh noted that to date, it is not recommended as a PLDD project, formerly it was decided that this matter involved private property, but she replied that Gray & Osborne (G&O) would re-assess the situation. Guest Ron Gregory spoke out that this should not be a PLDD problem; it should be a County project, he suggested having Jefferson County tell the PLDD what the County Engineer is willing to do. Commissioner Boyer noted that this situation has grown from what Dr. Babaian originally thought was a County lapse on construction of the area. Previously, in 2010, the County had said that it was not their obligation to correct what the developer did. Mr. Gregory said that the Commissioners need to respond, and that he wanted to see something on paper. Commissioner Uyeda replied that the Commissioners are responding, they have asked Engineers Nelson and Lockett to look at it again.
4. Commissioner Boyer noted that he had been through several meetings with the County regarding the PLDD Budget and Assessment. Regarding the Assessment Roll, Commissioner Boyer was told by Jeff Chapman that the Assessment can be issued by the County and either certified by them or by G&O. The new program will automatically update the Roll and track it, and the County can take care of it. When changes occur, it will be when impervious (undeveloped lots) get a structure built onto them.
5. Commissioner Boyer reviewed his most current PLDD Budget draft for 2016, noting that he would like to see it reduced into the \$60,000.00 area. Commissioner Wilcox noted that though the PLDD was moving from construction to maintenance, he didn't think it wise to eliminate potential construction projects, should the need arise. Commissioner Uyeda agreed, and stated that he'd rather see a bit of surplus, rather than a shortage. Commissioner Boyer said that he would like to establish a percentage of reduction. Mr. Gregory interjected that for the last four years, he has heard the PLDD say that they were moving from construction to maintenance, and that he was not willing to support a continuing construction mode, saying that the Commissioners needed to remember that the money was coming from the property owners. Commissioner Wilcox agreed, but noted that the property owners are the ones telling the PLDD what they need done. Commissioner Uyeda noted that moving from construction to maintenance is iffy at best, and that

to best serve the community, the PLDD shouldn't be hamstrung by being too economical. Mr. Gregory replied that he wasn't asking to put the PLDD on the edge, just to do their due diligence. He added that it was the PLDD's job to put Public Works feet to the fire and make them do it. Commissioners and members of the audience reviewed figures on the draft, discussing many of the issues surrounding the Budget. Discrepancies between the Agenda figures, which come from the County Treasurers office and the accountant, and the Quick report from the Auditor's office were discussed. Commissioner Boyer asked assistant Bartkus to find out about this and the reason for the differences. Commissioners noted that suggestions would be taken under consideration and a draft budget would be posted onto the website prior to the annual budget meeting to be held on October 23, 2015 at 7:00 p.m. in the Bay View Room of the Beach Club, 121 Marina View Drive.

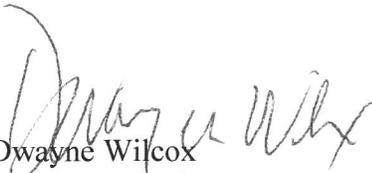
Commissioner Wilcox made a motion to adjourn the meeting at 11:13 a.m. Motion was seconded by Commissioner Uyeda. Motion was carried by Commissioner Boyer. Motion approved 3-0.

The Annual Budget Meeting for the 2016 PLDD Budget will be held on Tuesday, October 20, 2015 in the Bay View Room at the Beach Club at 7:00 p.m.

The next regularly scheduled meeting of the PLDD will be held on Thursday, November 12, 2015 in the Bay View room at the Beach Club at 10:00 a.m.

Respectfully Submitted by: Susan Bartkus, Administrative Assistant

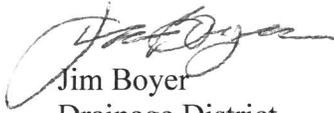
Approved:


Dwayne Wilcox
Drainage District
Commissioner

Approved:


Allen Uyeda
Drainage District
Commissioner

Approved:


Jim Boyer
Drainage District
Commissioner