

Minutes of the 180th Port Ludlow Drainage District
 Regularly Scheduled Meeting
 Thursday, August 8, 2013 10:00 AM
 ~ Approved~

The August 8, 2013 PLDD Meeting was Called to Order at the Beach Club, 121 Marina View Drive, Port Ludlow, Washington at 10:00 AM by Commission Chair Dwayne Wilcox.

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

Attendance: Engineer Nancy Lockett, Administrative Assistant Sue Bartkus. Members of the community were also in attendance, including Bruce and Jan Eddy, Walt Cairns, Bud Kerns, and Richard Regan.

Minutes: Commissioner Wilcox made a motion to approve the minutes of the June 13, 2013 178th Regular Meeting. Commissioner Uyeda seconded the motion. Commissioner Van Zonneveld abstained as she was not present for that meeting. Motion carried 2-0. Commissioner Wilcox made a motion to approve the July 11, 2013 179th Regular Meeting. Motion was seconded by Commissioner Van Zonneveld. Commissioner Uyeda abstained as he was not present for that meeting. Motion approved 2-0.

Expenses: Commissioner Wilcox made a motion to approve the vouchers from July 11, 2013 through August 7, 2013 for a total of \$18,482.96. Motion was seconded by Commissioner Van Zonneveld. Motion carried by Commissioner Uyeda. Motion approved 3-0.

Voucher Number	Item Description	Amount
13-045	Gray & Osborne, Inc.	\$ 2,621.69
13-046	Susan Bartkus	\$ 166.23
13-047	Yard Dog Landscaping	\$ 1,270.36
13-048	Enduris, Washington	\$ 2,789.00
13-049	Ludlow Maintenance Comm.	\$ 11,500.00
13-050	Glessing & Associates	\$ 135.68

Financial Summary

PLDD Cash Account	\$171,278.99
PLDD Reserve Account	\$ 40,000.00
PLDD Interest Income Reserve Fund	\$ 6,278.06
Expenses – Current Month from above	\$ (18,482.96)
NET TOTAL ALL ACCOUNTS	\$199,074.09
Special Assessment 2013	\$167,600.00
PAID TO DATE	\$ (91,952.37)
UNPAID (REMAINING)	\$ 75,647.63

New Business: No new issues were discussed

Old Business:

1. Chair Commissioner Wilcox noted that the **PLDD Budget for 2014** is due by November 30, 2013. A Public meeting was scheduled to be held on November 20, 2013 at 10:00 AM in the Bay View room of the Beach Club. A Public Notice will be submitted to the

Port Townsend Leader for publication and a notice will be put onto the website at least two weeks prior. Commissioner Wilcox also noted that a meeting to review PLDD Capital Improvement Projects should be considered.

2. Last month resident **David Carter, owner of 521 Pioneer Drive**, wrote a letter to the PLDD requesting an assessment of some water coming into his garage from the south and west walls. Consequently, Engineer Lockett conducted a site visit and found that this matter was not something that the PLDD could resolve. Ms. Lockett recommended that Mr. Carter have a french drain installed to alleviate the drainage. Ms. Lockett did ask Jefferson County to put a berm at the end of Mr. Carter's driveway when they do the next asphalt drive, to divert any water from entering his driveway. Bruce Eddy recommended a contractor named Ed Thompson, Engineer Lockett will contact him.
3. Engineer Lockett reported her findings regarding an unfinished disbursal pipe located across the street from property located on **Olympic Lane, lot # 1-4-023**. After visiting the site, Engineer Lockett determined that the area is within the Jefferson County right of way, she will send a letter to the owner of the property, and the owner's real estate agent Brian Diehl with her recommendations.
4. Last month, **Alan Mills**, a resident of Tyee Lane, presented a plan to the Commissioners regarding **removal of 6 trees on his vacant lot # 2-1-041 located on Libbey Court**. Mr. Mills explained his plans to Commissioners and that the Ludlow Maintenance Commission (LMC) Architectural Control Committee (ACC) wanted to have PLDD recommendations prior to giving Mr. Mills a decision. Engineer Lockett wrote a report with her recommendations, the ACC approved Mr. Mills's request, provided he follows those recommendations.
5. Engineer Lockett reported that plans for the **Rainier Sports Court** project solution were suggested by Walt Cairns. Ms. Lockett also reported that she spoke with Russ Lowry of Yard Dog and he said that he would be willing to do the work. She will speak with Monte Reinders of Jefferson County to make sure they are agreeable with the solution.
6. Engineer Lockett noted that regarding **Trader Lane Project** work would be conducted outside of the wetlands boundary therefore a SEPA evaluation would not be required. Ms. Lockett also submitted a permit application to the Commissioners for their signature; she will deliver this, along with the \$380.00 from Gray & Osborne, for the project permit application fee to Jefferson County.
7. Engineer Lockett reported that Gray & Osborne had provided another \$380.00 application fee check for the **Cascade Lane Flood Abatement Project**. She noted that David Wayne Johnson will be coming out to look at the site.
8. Commissioners and Engineer Lockett discussed conducting a survey of the shoreline and the bluff outfalls. Commissioner Van Zonneveld will take a group to survey the shoreline from her boat. Engineer Lockett will schedule a time that Geotech Soo Tan will be able to attend; both surveys will be scheduled to co-ordinate on the same day.

The next regularly scheduled meeting of the PLDD will be held on Thursday, September 12, 2013 in the Bay View room at the Beach Club. The, August 8, 2013 meeting adjourned at 10:55 a.m.

Respectfully Submitted by: Susan Bartkus, Administrative Assistant

Approved:

Elizabeth Van Zonneveld
Drainage District
Commissioner

Approved:

Dwayne Wilcox
Drainage District
Commissioner

Approved:

Allen Uyeda
Drainage District
Commissioner