

Port Ludlow Drainage District
P.O. Box 65261
Port Ludlow, WA. 98365
Minutes for Commissioners Meeting # 216
Thursday, August 11, 2016 at 10:00 AM
At the Beach Club
121 Marina View Drive
Port Ludlow, WA. 98365
 Approved

1. The meeting was called to order by Chair Commissioner Wilcox at 10:00 a.m.
2. Roll Call: Commissioner Wilcox present. Commissioner Uyeda present. Engineer Lockett, Assistant Sue Bartkus.
3. Guests: Brian Belmont, Peggy Manspeaker, Jim Mueller, Richard Regan, Katie & Mel Smith.
4. Consent Items:

Commissioner Wilcox summarized the July 14, 2016 Vouchers, and the August 11, 2016 Vouchers.

It was noted that though the July 14, 2016 Vouchers had been approved (during that day's meeting). After the meeting, it was determined that there had not been enough funds in the accounts available to pay the larger vouchers, the voucher summary had been changed to reflect that voucher numbers 16-051 and 16-052 had not been deducted. Commissioner Uyeda made a motion to approve the Amended Voucher *Summary* from July 14, 2016. Commissioner Wilcox seconded the motion. Motion carried. Motion approved 2-0.

Voucher Number	Item Description	Amount
16-044	Susan Bartkus	467.29
16-045	Dept. of L & I	23.78
16-046	Jim Boyer	755.00
16-047	Allen Uyeda	570.00
16-048	Dwayne Wilcox	798.00
16-049	Artemis Computing	736.70
16-050	Yard Dogs Landscaping	1,270.36
16-053	Glessing & Associates	72.62
Total		\$ 4,693.75

PLDD Cash Account	\$ 131,906.66
PLDD Reserve Account	\$ 40,000.00
PLDD Interest Income Reserve Fund	\$ 6,478.14
Expenses – Current Month from above	\$ (4,693.75)
NET TOTAL ALL ACCOUNTS	\$ 173,691.05

Special Assessment	\$ 89,999.29
PAID TO DATE	\$ (49,607.12)
UNPAID (REMAINING)	\$ 40,392.17

Commissioner Uyeda made a motion to approve the Vouchers from July 11, 2016 to August 8, 2016. Commissioner Wilcox seconded the motion. Motion carried. Motion approved 2-0.

Commissioner Wilcox explained that the 2016 Budget would need to be amended to transfer funds as necessary from the assessment and or reserve funds to the improvement accounts to pay outstanding bills, and to fix for the future. Commissioner Uyeda made a motion that the Board may transfer funds as necessary from the assessment and/or reserve fund to the improvement accounts to pay outstanding bills. Motion was seconded by Commissioner Wilcox. Motion carried. Motion approved 2-0.

Voucher Number	Item Description	Amount
16-051	Seton Construction	4,819.36
16-052	Gray & Osborne, Inc.	4,984.99
16-054	Susan Bartkus	489.96
16-055	Port Townsend Leader	191.25
16-056	Seaman Law Firm	315.00
16-057	Yard Dogs Landscaping	1,270.36
16-058	Enduris Washington	3,074.00
16-059	Gray & Osborne, Inc.	2,378.85
16-060	Glessing & Associates	90.82

PLDD Cash Account	\$ 127,321.22
PLDD Reserve Account	\$ 40,000.00
PLDD Interest Income Reserve Fund	\$ 6,499.59
Expenses – Current Month from above	\$ (17,614.59)
NET TOTAL ALL ACCOUNTS	\$ 156,206.22
Special Assessment	\$ 89,999.29
PAID TO DATE	\$ (49,715.43)
UNPAID (REMAINING)	\$ 40,283.86

Motion to approve the July 14, 2016 Regular Meeting Minutes was made by Commissioner Wilcox. Motion was seconded and carried by Commissioner Uyeda. Motion approved 2-0.

5. Correspondence:

An August 1, 2016^t Memo of Official Notice from County Auditor Rose Ann Carroll was referred to, notifying that the 2017 PLDD Budget is due by November 30, 2016, in accordance with RCW 84.52.020.

New Business: No new business was discussed

Old Business:

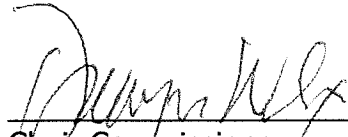
6. Engineer Lockett reported that the **Cascade Lane** Drainage Improvement project was essentially complete; the only thing left is for the County to look it over. Nancy noted that the final cost was approximately \$194,175.38, which came in under bid by approximately \$43,000.00. Chair Wilcox made a motion to approve the project as complete. Commissioner Uyeda amended the motion to be complete pending Jefferson County inspection. Motion was seconded by Commissioner Wilcox. Motion carried. Motion approved 2-0.
7. The PLDD Assessment Hearing that took place on August 8, 2016 at the Jefferson County Commissioners office was discussed briefly. Commissioner Uyeda attended and reported that Katie & Mel Smith also attended. It was noted by Commissioner Uyeda that he appreciated that Katie Smith said during the hearing that it was better to have the PLDD as no one knows what will occur during stormwater events.
8. Commissioner Wilcox noted that there is a Workshop meeting scheduled for August 25, 2016 at 10 a.m. in the Gallery room of the Beach Club to review applications for the vacant Commissioner position. All are welcome to attend.
9. Chair Wilcox announced that a Workshop for the 2017 PLDD Budget is scheduled for September 22, 2016. Commissioners asked Engineer Lockett to prepare for that as well as the 2017 Assessment.
10. Commissioner Wilcox reported that he spoke with Ross Lowry about the Yard Dogs Landscaping Maintenance Contract. Russ will work with Engineer Lockett about the outflows for no additional charge. It was noted that the Maintenance Schedule needed to be updated with the addition of the now completed Trader and Cascade Lane projects. It will be put onto the agenda to renew the Yard Dog contract at the next regular meeting.

Public Forum: No additional comments were directed to the Commissioners.

Commissioner Wilcox made a motion to adjourn the meeting at 10:37 a.m. Commissioner Uyeda seconded the motion. Motion carried. Motion approved 2-0.

Respectfully prepared by:
Susan Bartkus

Approved:



Chair Commissioner
Dwayne Wilcox

Approved:



District Commissioner
Allen Uyeda

Approved:

District Commissioner
Katie Smith