

Port Ludlow Village Council
Board of Directors Meeting Minutes
February 2, 2017

President Bill Dean called the meeting to order at 3:00 pm at the Bay Club.

I. Declaration of Quorum:

Secretary Huber declared a Quorum of the Board present. Present were Dean, Huber, Nobles, Nilssen, Summerfeld, Umbreit, and Skinner.

II. Notification of meeting being recorded.

It was announced that the meeting was being recorded and Small Boards Protocol would be used.

III. Adoption of Agenda.

No changes to Agenda were offered.

IV. Citizen Comments.

No Public Comments.

V. PLA Developer Report, Ms. Smeland

Port Ludlow Cottages are 65% sold out, with one new house going up presently. In OTII, the foundation for the second model which is a 2-story, in lot 19 we will have a 3rd model in a single story configuration. A DNR FPA Class 4 Tree Harvesting permit has been received from DNR. This permit allows for clearing land in Phase of OT II which has 39 lots. OT1 has 35 lots that can be built upon. The lots around Crystal and Pelton Courts are being cleared.

Ms. Smeland talked about gearing up for the coming vacation season and will need about 70 seasonal employees. New hires will need to be trained for public interaction and technical tasks around the marina and golf course. If Port Ludlow residents have any referrals, they would be appreciated. Check the PLA web site for openings: Portludlowresort.com

The Jefferson Healthcare facility will have its roof on by next week. If JHC tenant improvements are complete by May they could possibly move in then.

Ms. Smeland talked about PLAs participation and support in the Salvage Plant program being set up in Jefferson County by the County Noxious Weed Board, in cooperation with Master Gardeners, WSU Extension, County Parks, Port Townsend Parks, Jefferson Land Trust, and NOSC. The program coordinates with land owners that are clearing land, and will allow the Salvage Plant group to come in and salvage native plants for re-planting elsewhere. PLA is integral to the formation of the program in that the Salvage Plant group's first project will be to salvage native plants from OTII with some going to Irondale Beach County Park (a National Historic Site).

VII. Mini – Festival-by-the-Bay. Mr. Dean

Mr. Dean reported on the results from the January workshop. No Festival was held last year as not enough volunteers were available to support the event and festival attendees had been sparse at times. During the workshop, Ms. Carol Galvin and Ms. Linda Karp offered their opinions on holding future Festivals, as after the last festival, they had talked to and offered names that the PLVC Board should talk to about problems and what had worked. It is too late to start planning

Port Ludlow Village Council
Board of Directors Meeting Minutes
February 2, 2017

for a Festival by the Bay for this year. However, we could use the name to hold a one-day Mini-festival on a Saturday at the end of July as way to keep the name alive with minimal effort. It was suggested that it be done on a break-even basis to cover the cost of the band and have some minimal food/drink service down on the grass below the Yacht Club. Financial results of a shorter Festival could produce as much as \$7,000 which could be shared with local charities or maintained as seed for future PLVC fundraisers only.

During discussion at the Board Meeting, Ms. Smeland, was amendable to using PLA property, and marina restrooms. Jamie Dearing has started talking to businesses about supporting a Movie Night again this year. LTAC funding will be used to put a sign at Oak Bay and SR19 to advertise Movie Night. Diana thinks the idea that any event that draws visitors to the area is good for the community. In the future, PLA will be building condos in the area; however, the Lagoon area will remain open as will the Yacht Club parking. There was a consensus among Directors, speaker, and audience is that any festival should be at least a day and a half long, show a profit for everyone, get going on planning, need to query vendors for their schedule, check out calendar date competition, and maybe do with Movie Night.

VIII. Association Report,
No Association Report given. See IX Below.

IX. Joint LMC/SBCA Board Meeting, Mr. Skinner
SBCA will be voting on February 10 on a User Fee Schedule for the Bay Club. It is not anticipated to have a significant impact on PLVC except that the Board meetings would generally not be in the large auditorium unless the subject was likely to generate a large audience.

A Joint LMC/SBCA Board meeting was held and they discussed holding joint socials, a Chili-Cook-off, and possible senior games in Aug/Sep. Also, talked about use of facilities, such as, using LMC for workouts and the Bay Club for Meetings. There will be more joint workshop meetings on a quarterly basis.

X. Approval of PLVC Committee members, Mr. Dean.
Committee Chair were approved by President at the January meeting. Committee Members were approved by the Board for: Administration, Trails Emergency Management, Roadway Safety, and Holiday Lights. See the PLVC web site for member names. Utilities, Community Development, and Community Welcome will submit recommendations at next month's Board meeting

Motion to approve made by Umbreit and seconded by Summerfeld. Approved

XI. Reports
a. Secretary – Approval of January 5, 2017 Board of Directors Meeting Minutes.
The Financial Report will be updated per figures supplied by Treasurer Nilssen. Dates in header of minutes will be changed to reflect actual date.

Port Ludlow Village Council
Board of Directors Meeting Minutes
February 2, 2017

Motion to approve the Minutes made by Nilssen and seconded by Umbreit. Approved

b.1 Treasurers – The Adjusted December 2016 and the January 2017 Financial Reports
December 2016 Treasurer’s Report

Total Assets: Income: \$1,878.00. Expense: \$1,000.00. Ending Balance: \$35,367.80.

January 2017 Treasurer’s Report

Total Assets: Income \$1,445.00. Expense: \$1,498.00 Net income (-\$53.00).

Ending Balance: \$35,314.80

Note: Total Holiday Light Donations through January 31, 2017: \$2,805.00

Motion to accept the Treasure’s Report was made by Umbreit and seconded by Skinner.
Accepted.

Dean congratulated Director Nilssen and ex-Director Haskin on last years balanced budget, the law of offsetting flatches was described.

b.2 Disposition of Iron Mountain Quarry(IMQ) funds Motion.

As of February 2, 2017, Iron Mountain Legal Fund status:

1. The PLVC has maintained \$3,645.00, in a separate Iron Mountain Quarry (IMQ) checking account since November 1, 2012. This represents 6.92% of the \$52,700.00, of the known PLVC IMQ activity funding.
2. The Board of Directors has not found any records indicating any directions or requests from contributors about how any unspent funds should be used.

MOTION:

Accordingly, unless sufficient documentation is provided to the Board by March 15, 2017, establishing that the funds were contributed on the condition that unspent amounts were to be refunded to the contributors or otherwise used in some specified way, and establishing that any particular contributors are entitled to a particular refund or to some other particular disposition of the remaining unspent funds, then the Board will assume that those funds are not subject to special restrictions on use and will apply those funds to whatever PLVC purposes the Board deems appropriate.

Motion to approve was made by Dean and seconded by Umbreit. Approved.

Port Ludlow Village Council
Board of Directors Meeting Minutes
February 2, 2017

c. Correspondence For the month of January 2017

11 articles received in Post Box. 6 were donations for \$770. 1 from bank on Income tax. 1 for return to sender. 3 were bills for \$74.

d. Committee Reports

d.ii. Roadway Safety – Mr. Frenzl

Roadway Safety Committee will meet in early February to do a final review of the Top Ten problem areas, then do a drive through of the areas to ensure there is an understanding of the problems to be submitted to the County for resolution. A draft proposal (with collaboration by representatives of Jefferson County Public Works and Sheriff's Department) will be presented to residents via public forums for final inputs, then recommended to the PLVC Board for approval. Final proposal will then be presented to Jefferson County for acceptance and implementation. Estimated final proposal target date is April to make a recommendation to the PLVC Board.

d.ii. Recycling – Mr. Failla -

Mr. Failla gave his final report on the Recycling Committee as he is moving out of the area. He states that the contractor, Skookum, now has sufficient drivers to stay ahead of the recycling being done in the county (emptying the containers). Steve currently cleans the area up about once a week and finds it cleaner than other recycling areas he has visited. He shared on story: A lady was found to be breaking down boxes found within the cardboard container. When asked why, she said, "I'm 82 years old, why can't the younger people break down their own boxes". True – if boxes are not broken down it severely reduces the capacity of the recycle container. The recycling guidelines have been improving over the years, but regular reminders are required. The biggest problem now is garbage being put into the Recycling bins

XIII. Other

Director Skinner left at 4:16pm for another appointment. Director Huber, as a member of the Jefferson County Parks and Recreation Advisory Board, thanked Ms. Smeland for PLAs support for the Salvage Plant program.

XIV. Adjournment: Meeting was adjourned at 4:26 pm. Motions was made by Nilssen seconded by Umbreit. Approved.