

PLVC Board of Directors Meeting
November 4, 2021 – 2:45pm
By video conference call

MINUTES

Board Members Attending: Paul Hinton, Jane Holmes, Allan Kiesler, Tam McDearmid, Jim Moffitt, Carol Riley, Gil Skinner, Mike Towner. Ken Sondergard was absent.

I. **PLVC Business**

President Moffitt called the meeting to order at 2:45pm. Secretary McDearmid called the roll and announced that a quorum was present. Moffitt confirmed that the meeting was being recorded and that Robert's Rules of Order for Small Boards Protocol was being used. There being no changes, the agenda was adopted as written.

II. **Stakeholders Reports**

a. Jefferson County, Greg Brotherton, County Commissioner, District 3
Brotherton discussed redistricting of the County Commissioners' representation. Every 10 years, a review is initiated. The goal is to have the three commission districts fairly equal in population and keeping communities together. There were 868 new residents in Port Ludlow in the last 10 years. A public meeting has been held; several mapped options are being considered. Brotherton favors the option that makes the least changes, as constituents prefer this option. Another public meeting will be held and Brotherton invites community input.

He also mentioned the need for east Jefferson County representation on Team Jefferson Economic Development Commission (EDC) and asked for interested Port Ludlow residents to contact him for more information. Representatives from the county, PUD and the Ports also serve on the commission.

JeffCo commission continues to work on next year's budget for Jefferson County, the primary function of the commission. There are some pass-through funds to work with, and the commission is considering funding the following projects: PUD – reconnect \$20 million grant (the county would provide \$2 million) involving Port Ludlow, Port Hadlock and Ironstone; replacing the roof of the Port Townsend Community Center; development of Mill Road encampments. There is \$500,000 available for small business grants. There will be another budget meeting soon.

Brotherton announced that Mike Nilssen of Port Ludlow has joined the North Bay Drainage District. Brotherton encouraged other community members to run for this board next February, getting paperwork in by December of this year.

Lastly, Brotherton discussed Covid-19 in the county. The numbers are going fairly well, which may affect the need for vaccine ids in restaurants. There has to be a 2-wk average case rate of 75/100,000 or less. Currently Jefferson is at 256/100,000.

There was a board comment that the current building moratorium in Jefferson County does not include Port Ludlow, as it is an MPR and under a different ordinance, according to the county Dept of Community Development (DCD).

b. Port Ludlow Associates, Diana Smeland, President

PLA is moving into the off-season time of the year. **Real Estate:** the new traffic study for Olympic Terrace II showed a decrease of cars. The study shows there will be less traffic than expected. This study has gone back to the county DCD for approval. Phase 2, due to wetlands, will have two fewer lots. **OWSI:** the filtration and chlorination project is feeding into the water system as of Nov 1. There have been some concerns about dark water and the smell of chlorine. This is normal process and should clear up. If it persists, please notify them. **Fireside Room:** now open for Happy Hour from 3-5pm daily. Open 7 days a week for lunch and dinner. Also open for breakfast on Saturdays and Sundays. Serving weekly themed comfort meals in Nov and Dec. Thanksgiving dinner is almost sold out (Can still reserve meal to take out). **Golf Course:** winter series tournaments, next one to be held on Nov 13th. **Marina:** working on an expansion permit from the Corps of Engineers. There's been a considerable delay due to changes in mitigation that has caused a backlog of 60 permit requests in front of Port Ludlow, and they are taking them in order. **Village Center:** there is 980 sq ft of office space available. **Coffee Shops:** Both are open for business and doing well. **Employment:** Head Pro at Golf Course and Head Chef at Fireside are both leaving Port Ludlow for other opportunities. Smeland's understanding is that David Wayne Johnson has taken a different position at DCD, another planner, Dave, has been assigned to Port Ludlow.

III. **PLVC Committee Report**

Emergency Management – Great WA Shakeout (GWS), Oct 21st

Bill Dean introduced Jay Bakst as GWS Coordinator for the 4th year. The committee continues to make great progress toward their preparation goals and identified specific areas to improve in preparation for next year. This year, focus was on communications between members of our community, to Block Captains, and then radio transmission to the communication centers. They also took advantage to check out how well the back-up communication center locations performed in facilitating communication in the event the Bay or Beach Clubs were inaccessible. They held a separate radio test prior to GWS and used GWS as a test of whether communications had improved. Part of the improvement was due to providing more powerful radios to some Block Captains.

There were opportunities for improvement identified during GWS:

- The planned installation of higher antennas
- the Communication Centers have gaps that can be overcome through advanced radios with higher power
- Instructions for reporting of various situation levels both by Block Captains and Communication Centers need to be enhanced
- Due to connectivity difficulties, the back-up location for South Bay needs to be the Community Church and for North Bay the Broker's Office
- The protocol for consolidating area/Village reports to the Communication Centers need to be further defined
- GWS response participation was partly impacted by the reporting procedure, which was different for the drill. This is another area where the protocol needs to be enhanced

IV. Homeowner Association Updates

a. LMC – Allan Kiesler, President

Starting to observe that groups are returning to the club, holding meetings and other group gatherings. Calendar is filling up for January 2022. Budget process: to be sent out to members early in Dec. A virtual meeting will be held in Dec to answer any questions about the budget.

b. SBCA – Gil Skinner, President

Will hold a general meeting for bylaws amendments regarding ease in voting. Starting to hold lunches, planning Friday dinners catered by Dusty Green Cafe. Hope to expand in Dec. Having conversations with LMC about developing an agreement for room usage and room rental rates between the two clubs.

V. Board Business Reports

a. Approval of Board meeting minutes, Oct 11, 2021. Motion was made, seconded and passed.

b. Approval of Board of Directors meeting minutes, Oct 5, 2020. Motion was made, seconded and passed.

c. Treasurer's Reports, Paul Hinton

- For the month of October, Mr. Hinton reported beginning balance of \$19,650.62, net income of \$301.09 and expenses of \$319.90 resulting in a balance of \$19,631.81 at 10/31/21. Motion was made to approve the Treasurer's October Report, seconded and passed.
- For the month of September, Mr. Hinton reported beginning balance of \$15,814.91, net income of \$5,172.95 and expenses of \$1,340.19 resulting in a

balance of \$19,650.62 at 9/30/21. Motion was made to approve the Treasurer's Sept Report, seconded and passed.

d. Committee Appointments, 2021-2022

1. The following new directors are to be added to Committee membership: Jane Holmes - Communications and Trails/Natural Resources, Carol Riley – Health & Wellness, Ken Sondergard – Trails/Natural Resources.

2. The following former directors are to be removed from Committee membership: Sally Franzel – Communications, Community Open House, and Roadway Safety, Karen Nyrop – Community Development, Emergency Management and Trails/Natural Resources.

3. The following directors are to be added as Liaison members to Committees: Tam McDearmid – Community Open House, Carol Riley – Emergency Management, and Ken Sondergard – Utilities.

Motion was made to accept these Committee appointments, seconded and passed.

e. Roadway Safety committee – motion was made to suspend the activities of the Roadway Safety committee as its purpose has been achieved, seconded and passed. Moffitt noted the committee could be reactivated if necessary.

VI. **Adjournment**

There being no other business a motion was made, seconded and passed to adjourn the meeting at 3:55pm.

Next workshop: Tues-Nov 16th at 2:45pm. Virtual conference call.

Next Board Meeting: Thurs-Dec 2nd at 2:45pm. Virtual conference call.

Respectfully submitted,
Tamra McDearmid, Secretary