



Board of Directors Meeting
January 2, 2020 at 3:00 p.m.
Beach Club

MINUTES

Attending: Bill Dean, Sally Franzel, Rita Garcia, Paul Hinton, Allan Kiesler, Dave Jurca, Tam McDearmid, Jim Moffitt and Mike Towner.

I. **Call to order**

President Bill Dean called the meeting to order at 3:00 p.m. and Ms. Franzel declared that there was a quorum. Mr. Dean noted that the meeting was being recorded and that Roberts Rules of Order for Small Boards Protocol was being used. There being no amendments to the agenda, motion was made, seconded and passed to accept the agenda as presented.

II. **Port Ludlow Associates Report, Diana Smeland**

PLA President, Diana Smeland, reported on the housing market in the MPR for 2019. She said that 110 units had been sold in 2019 versus 105/107 in the previous year and that the resale market remained solid. West Harbor Homes was continuing construction of new homes and was also available for remodel projects. In order to promote use of facilities during the winter months, the golf course had held a winter series which had attracted 40 players. The Inn was offering Wednesday night prix fixe dinners and Niblicks was offering take out meals on Monday, Wednesday and Friday. The menu for these meals was available on Facebook and was posted at the Inn and the Marina.

Ms. Smeland then reported on progress with the OWSI water treatment project and securing the Department of Health (DOH) State Drinking Water Revolving Fund Loan (SDWRF loan). She said that a written update on the project as of December 17, 2019 had been provided to residents with their recent bill. As required by the State, a notice of intent to release funds had been published on December 18 in the Port Townsend Leader which would run for 30 days. It was hoped that the DOH would sign the loan documents

in 1st quarter 2020. Unrelated to the loan process, OWSI was continuing with the design process including the design and construction of an 800 sq. ft. building. The intent was to apply for a building permit in 1st quarter 2020 and go out for bids in the 2nd quarter.

III. **Community Interest Reports**

a. **Report on Holiday Tree Lighting in Village Center and Median.**

Dave McDearmid, Holiday Lights and Community Development Chair, reported that the lights in the median had been far less troublesome in 2019 due to the replacement program whereby some new lights would be added each year and older strings retired. The PUD had advised that electric consumption had not been charged for the median lights in the past but would be from 2020 forward. It was estimated that the charge would be in the \$100-\$150 range for the three months that the lights are utilized. Dave further reported that the Village Tree Lighting which was jointly sponsored with PLA and PLPA was attended by about 100 folks and the Chimacum School choir was appreciated by all. Refreshments were served and Santa provided candy canes for the children.

IV. **Home Owners Association Information**

a. **LMC** - Allan Kiesler thanked the North Bay Lot Owners Association (NBLOA) for sponsoring the Santa's Breakfast event at the Beach Club. On Saturday, December 28, the annual polar plunge took place at the Beach Club outdoor pool with 20 participants ranging from age 4 to 78. Mr. Kiesler reported that a 5 year project to ensure that the LMC's Regulations complied with the CC&Rs and Jefferson County Codes had been completed and the revisions approved by the attorneys. These updated Regulations would be distributed to LMC Homeowners in January.

b. **SBCA** - Ray Sheldon was unable to attend the meeting and was represented by Dave Jurca. Mr. Jurca said that the SBCA would continue its monthly Friday fund raising breakfasts in 2020 to build community and encourage charitable giving.

V. **Citizen Comments**

PUD Report – Mr. Dan Toepper, PUD Commissioner – District 3, said that the PUD Board of Commissioners operated on a rotation basis and that he had recently been appointed as President of the Board. He said that the Board was reviewing policies and procedures to ensure efficient use of public funds. Mr. Toepper continued that PUD had experienced considerable personnel turnover in the past 5 years and was expanding its hiring in 2020 to improve the organization's stability and structure. He said that the Board had approved a meter opt-out policy and that residents would be permitted to select the type of one-way meter they wanted. The PUD Board had not yet made a determination on the optional use of a two-way smart meter.

In response to a question from Dave Jurca, Mr. Toepper said that PUD had received a \$50,000 grant in 2019 and had conducted a survey relating to broadband service in the

community but, unfortunately, had received a less than 10% response rate. The PUD Board had received a second grant and was investigating what type of business model could bolster the level of broadband service possibly available including a public/private partnership.

VI. PLVC Internal Reports/Action

a. Committee Chair and Member Appointments – The Board reviewed the List of Committee Members (dated December 27, 2019) and discussed any changes that need to be made. Pat Page, who had played an important role in the Board and its committees, was relocating and would no longer serve. Phyllis Waldenberg would be rejoining the Welcome Event Committee. Nancy Corbridge would be joining Rita Garcia as a Co-Chair of the Welcome Event Committee. A motion to approve the List of Committees, as amended, was made, seconded and passed.

b. Communications Committee Direction – Mike Towner, Chair of the Committee, said that the Village Council needed to review and improve how it communicated with residents. Continuation of eblasts, the website and archive would be recommended and an objective for 2020 would be to co-ordinate with the homeowners' associations to avoid scheduling of various events on the same day in order to remove repetition and encourage participation. The strategy would be to produce a Community Calendar available to all event planners and residents.

c. Movie Night Planning – The Board discussed the pluses and minuses of Movie Night and concluded it was a valuable community event but not necessarily a fundraising event. Because there were concerns raised about the “dead time” between food, exhibitors and evening movie, discussion considered expanding the event’s offering by combining it with the Welcome Event or providing music or sports activities to fill the gap. A motion was made, seconded and approved to investigate how the suggested broadening of the event might be done on a community-wide basis jointly with the PLA, LMC and SBCA. Rita Garcia, Co-Chair of the Welcome Event, agreed to be the point person for the evaluation and representatives of the other organizations would be asked to participate. The Board also approved the addition of John Griffith to the committee.

d. Secretary – Sally Franzel

i. Prior Month’s Minutes – Ms. Franzel made a motion to accept the December 5, 2019 minutes as written. Motion was seconded and passed.

ii. Correspondence – There was no correspondence to be discussed.

e. Treasurer – Paul Hinton

i. Prior Month’s Financial Report – Mr. Hinton reported that the previous month’s opening balance was \$23,410.45 with net income of \$2,319.45. Expenses totaled \$701.04

leaving a December 31, 2019 balance of \$25,028.86. A motion was made to accept the Treasurer's Report as published. Motion was seconded and passed.

ii. Fundraising Summary for 2019 – The Board reviewed a summary of fund raising in 2019 versus 2018 and will discuss methods for approaching donors for 2020.

VII. Adjournment

There being no other business, a motion was made, seconded and passed to adjourn the meeting. Meeting was adjourned at 4:55 p.m.

Submitted by:
Sally Franzel
Secretary

