

PORT LUDLOW DRAINAGE DISTRICT

Post Office Box 65261
Port Ludlow, 98365 Washington

Minutes of Special Meeting
10 A.M., 23 May, 2001

Call to Order:

The special meeting of the Port Ludlow Drainage District (PLDD) was called to order by the Chairman Walt Cairns, with the only order of business was to discuss assessment method study and recommendations. All three Commissioners were in attendance.

Discussion:

Mr. Barry Baker P. E. represents Gray and Osborne Inc., the engineering firm that was contracted by the Jefferson county to set up an assessment system for the Port Ludlow Drainage District. This special meeting of the PLDD was held to discuss the first draft of the assessment model that will be presented to the Jefferson county commissioners.

In his presentation Mr. Baker presentation suggested that the district would be divided into two assessment zones. Zone 0 will include areas, which are currently undeveloped and cannot be developed in the future, such as parks and green belts. Assessment on those properties will be 0. Zone 1 will include the remainder of the land within PLDD boundaries. As recommended by Gray and Osborne Inc. Zone 1 will be assessed using combined methodology based on a 30:70 split between pervious and impervious areas.

Jefferson county tax rolls identify 1168 parcels as currently included in the PLDD.

Based on this information Mr. Barry Baker has created PLDD model assessment roll. It provides all information necessary to calculate individual property assessments. Besides owner's name and property address, information on the assessment roll identifies property type (commercial, condominiums, developed lots with single family homes, undeveloped lots, parks, etc.) and property size.

Based on the research in progress Mr. Baker recommended to assign 3000 square feet of impervious area to all PLDD single family properties. He assured the PLDD Commissioners that based on the best information his firm can get for the Port Ludlow area, 3000 to 3500 square feet of impervious area is an average for a Port Ludlow single family residency. As for the commercial properties, their impervious areas have been individually physically measured by the firm's engineers.

Discussions were centered around the fact that most of the Zone 0 properties are currently maintained by LMC. Therefore, if those properties are charged an assessment the LMC budget will have to be adjusted. Also a suggestion was made that the assessment for the LMC common areas will be carried only by the LMC members and not by all of the

properties within the PLDD boundaries. The PLDD Commissioners found this suggestion to be valuable. 1073 out of 1168 PLDD properties are LMC members.

A question was asked about assessment of the county roads. The county roads coming through Port Ludlow are not included in the PLDD, and, therefore, cannot be assessed. In fact, Port Ludlow residents are currently assessed by the Jefferson County for the maintenance of the county roads and drainage ditches along them.

PLDD working budget was also a subject of this special meeting discussion, as all calculations of the individual assessments of the district properties are based on the district annual budget. At present the exact budget for 2002 has not been established. The budget will not be finalized until the PLDD knows if any State grants and/or low interest loans will be available.

Further discussions were held pertaining to development of a six year Capital Improvement Plan. Mr. Baker reported that in order to make this plan Gray and Osborn Inc. will send a field research team to identify all the drainage problems in the district, prioritize the repairing projects and estimate the costs of the work that needs to be done. This will be accomplished under a separate contract with Gray and Osborne Inc.

Special Meeting:

A motion was made by Commissioner Wilke to accept Gray and Osborne Inc. recommendation of a combined gross-impervious assessment method with a 30:70 split. Commissioner Regan suggested changing the split to 40:60. Commissioners compromised. A combined gross-impervious assessment method with a 35:65% split will be recommended to the Jefferson County as PLDD assessment method for the year 2001. Public Hearing on the assessment method and recommendations will be held by the Jefferson County Commissioners on Tuesday, 24 July 2001, at the Beach Club.

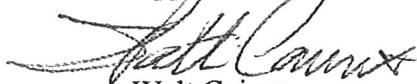
The next regularly scheduled meeting of the Drainage District will be held on 13 May 2001.

The special meeting adjourned at 11:45 AM.

Respectively Submitted:


Richard Regan
Drainage District
Secretary

Approved:


Walt Cairns
Drainage District
Chairman

Approved:


Bill Wilke
Drainage District
Treasurer