

# Port Ludlow Drainage District

Post Office Box 65261  
Port Ludlow 98365

Minutes of the 66<sup>th</sup> Regularly Scheduled Meeting  
10 AM, 14 October 2004

## Call to order and Approval of Minutes:

The 66<sup>th</sup> regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order by the Chairman Richard Regan. The first order of business was approval of the minutes of the 9 September and 23 September 2004 regularly scheduled meetings. Minutes were approved as written.

## Expenses:

The PLDD Commissioners approved Drainage District expenses that have accrued from 9 September to 14 October 2004 for the total amount of \$9,177.04. A breakdown of this total is shown below:

Voucher Number	Amount	Item Description
04-057	\$17.25	The Leader
04-058	\$730.00	Commissioners' Expenses (Regan)
04-059	\$345.00	Legal (Knauss Law Firm)
04-060	\$200.00	Rent (Ludlow Maintenance Commission)
04-061	\$7,679.11	Gray & Osborne, Inc.
04-062	\$200.00	Bookkeeping (Brown)
04-063	\$5.68	L & I

## Public Forum:

No one in the audience requested to speak on any Drainage District subject at this meeting

## Old Business:

1. Oak Bay Road Conveyance System Repair Project Phases I & II have been substantially completed. A pay estimate for the project and change order is expected next week. Barry Baker, Gray and Osborne Inc., reported asking the contractor to leave two silt fences in place for extra erosion control in the winter months. Mr. Baker performed a physical inspection of this project on October 6, 2004. The Commissioners were given a detailed report of that inspection.

Effectuated area was hydro-seeded. Low-grow low-maintenance grass is sprouting. Someone from the audience expressed his concerns regarding safety of the bluff area suggesting that a barrier of some kind be planted. Dick Smith, LMC Manager, was

asked to bring this issue up at the next Greenbelt Committee meeting. The PLDD intends to hold a meeting with representatives of the Ludlow Maintenance Commission, the owner of the property on which the work was performed, to discuss landscaping of the effected area sometime next spring.

Earlier this fall, Melvin and Katie Smith, Montgomery Lane, requested that the PLDD replaced two evergreens (one was damaged, another was cut down by Seton Construction during Oak Bay Road Conveyance Repair Project Phase II). They will be going to the nursery with PLDD representative later this month to pick up replacement trees. The Smiths chose to plant the trees themselves.

2. Discussions were held pertaining to Phase III financing. Earlier this fall the Commissioners have written an official letter to the county asking for their participation in Phase III. In their letter the Commissioners stated that the PLDD was prepared to take care of all expenses associated with the work necessary to complete Phase III if the county agreed to forgive the 2005 repayment on the county loan and issued a construction permit for the job. A county representative, who attended this meeting, stated that the county was willing to reimburse the PLDD for the work from their road fund while dept forgiveness was not an option. The Commissioners will be receiving an official letter from the county confirming this statement.

Mr. Baker reported that a change order to the Seton contract to accommodate Phase III could not be done at this time due to the seasonal restrictions on wet weather projects. The Commissioners agreed to postpone Phase III until next construction season.

Responding to verbal concerns from the residents of Montgomery Lane, the Commissioners directed Mr. Baker to prepare Montgomery Lane emergency flood prevention plan. Thought out by the PLDD this plan will be executed by the county road maintenance crew if so necessary this winter. Completion of Phase III next summer should eliminate the danger of Montgomery Lane flooding and the necessity of having an emergency flood prevention plan.

3. Mr. Regan reported a county inspector calling in for directions. Mr. Baker is still working on setting up county inspectors' training sessions.
4. Mr. Baker reported receiving a bill for Area 7 Detention Pond Maintenance. This bill was forwarded to the PLDD for payment.
5. Mr. Regan reported Ludlow Cove Phase I drainage facilities completed to PLDD satisfaction. Minor corrections to the system discussed at this meeting can be made at a later date. Phase II is still under construction. The Commissioners will visit Phase II construction site to assess drainage plans proposed by PLA engineers.
6. Discussions were held pertaining to 80 Olympic Lane drainage problem. Mr. Baker brought in drawings showing his solution to this problem for the Commissioners to

review. He reported attempting to contact Tillman Engineering to ask for their solution to the problem discussed with the owner of the property earlier this year. To date, Mr. Baker received no response to his inquiries. Mr. Baker believes that directing water runoff from the west side of the street driveways off the road and into the roadside ditch will significantly decrease the volume of the water running through 80 Olympic Lane and other east side properties. Mr. Baker will make a letter report on this issue to be reviewed by the PLDD Commissioners and by the county.

7. Discussions were held pertaining to 2005 budget. Treasurer Amundson gave a detailed report on a preliminary PLDD budget for the next year. Mr. Baker was consulted with regards to the 2005 engineering costs. In 2005, Treasurer Amundson's budget proposal shows building up PLDD capital improvement reserve by performing small cost construction projects. A recommendation was made to check with the county if PLDD assessment could be collected as one annual spring payment. As of today, the PLDD collects second half of their assessment in the fall after the construction season. Treasurer Amundson will contact Judith Morris, County Treasurer, to discuss this option. Mr. Baker was directed to make preliminary calculations of the 2005 assessments for vacant lots and single family residences based on proposed budget to compare with the current numbers. Discussion followed. The Commissioners have to finalize their 2005 budget by November.

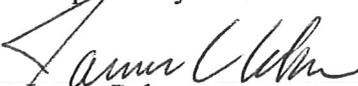
**New Business:**

1. Following brief discussion, by a motion duly made, seconded, and carried, the Commissioners canceled their second monthly meetings for the months of November, December, January, February, and March. A notice of this will be published in the Leader and placed on the Beach Club bulletin board.
2. Walt Cairns, former PLDD Chairman, asked the Commissioners to address three issues. Commissioners responded. First, the county was asked to check on contractor's filling up Tye Lane roadside ditch. Second, Commissioner Laker clarified that a catch basin on Rainier Lane had been installed over and not on the sewer line. Third, the PLDD was asked request council to determine if it has legal authority to acquire water and sewer facilities as an entity formed under Title 85.

The next regularly scheduled meeting of the Drainage District will be held on 28 October 2004.

The 14 October meeting adjourned at 11:53 AM.

Respectively Submitted:

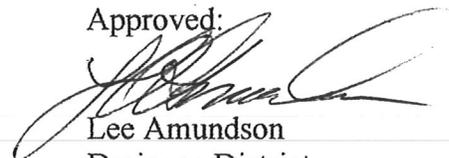


James Laker  
Drainage District  
Secretary

Approved:

Richard Regan  
Drainage District  
Chairman

Approved:



Lee Amundson  
Drainage District  
Treasurer