

# **Port Ludlow Drainage District**

**Post Office Box 65261  
Port Ludlow 98365**

Minutes of the 73rd Regularly Scheduled Meeting  
10 AM, 14 April 2005

**Call to order:** The 73<sup>rd</sup> regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order by the Chairman Richard Regan.

**Expenses:**

The PLDD Commissioners approved Drainage District expenses that have accrued from 10 March to 14 April 2005 for the total amount of \$ 7,552.15. A breakdown of this total is shown below:

<b>Voucher Number</b>	<b>Amount</b>	<b>Item Description</b>
05-021	\$400.00	Ludlow Maintenance Commission (Rent)
05-022	\$5,453.87	Gray & Osborne, Inc.
05-023	\$1,494.17	LMC (Greenbelt Restoration)
05-024	\$4.11	L&I
05-025	\$200.00	Ginger Brown

**Public Forum:**

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

**Old Business:**

1. Discussions were held pertaining to the Oak Bay Road Conveyance Repair Project Phase III. Barry Baker, Gray & Osborne, Inc., stated that bid opening for this project is due the day of the next (May 12) PLDD meeting. Pre-construction site visit will be held in two weeks. Five local contractors have been contacted. Discussion followed.
2. Mr. Baker reported contacting Al Scalf, Jefferson County Planning Department, with regards to the county inspectors training held by the PLDD earlier this year. Mr. Scalf thanked the PLDD for the information provided to the county inspectors at the training session. The county will continue forwarding new house construction drainage plan proposals to the PLDD to review. The county has not developed criteria or a checklist for inspectors to follow when checking drainage systems of the houses built within the PLDD. Following discussion, the Commissioners decided to invite Mr. Scalf to their next (May 12) meeting to further discuss this matter.

3. Discussions were held pertaining to the large greenbelt project scheduled to be designed this year. Mr. Baker brought in preliminary plans for the Commissioners to review. Aerial survey could not be used for this project. Therefore, the area has been surveyed by a ground crew. The plans showed survey information on the trees that might be effected by the project (surveyors shot the location of each individual deciduous tree over 6" in diameter and each individual evergreen over 8" in diameter.) They also showed that the county parcel map does not line up exactly with some of the found property corners, which means that it cannot be used as survey information. The results of the ground survey showed the existing drainage channel crossing four currently vacant residential lots. The existing trail is not crossing any properties. The PLDD will be looking into moving the drainage channel off the private lots. Prolonged discussion followed. Mr. Baker was tasked with laying out three alternatives and drawing a preliminary design showing the trees that might need to be removed for this project. LMC Manager Dick Smith asked for a copy of the plans to show to the Greenbelt Committee. Mr. Baker estimates completion this project design by February-March of 2006. Mr. Baker should have cost estimates ready for the 2006 budget discussion (fall 2005). Discussion followed.
4. Discussions were held pertaining to Ludlow Cove Division II, 120 Condominium Units SEPA Threshold Determination and annual assessment of this development. Mr. Baker had estimated annual assessment for this development at around \$10,000. The PLDD Commissioners need to make sure that their assessment methodology is sufficient to collect enough assessment to cover the maintenance of this development's drainage facilities. Mr. Baker assured the Commissioners that current methodology would work. Commissioner Regan reported inviting representatives of Port Ludlow Associates and Trendwest to attend this meeting. Nobody attended. Mr. Baker explained the process of processing a development application. The decision to approve or disapprove this application will eventually be made by a Hearing Examiner. The PLDD main concern is obtaining sufficient drainage plans for the development before the development is allowed and built, as once the development is completed, maintenance of its drainage facilities becomes responsibility of the PLDD. Discussion followed.
5. Mr. Baker has prepared drainage easements for pipes leading to the bay off Montgomery and Condon Lanes. They will be forwarded to Ted Knauss, PLDD attorney, for a review. The Commissioners asked for a map attachment showing all easements. Discussion followed.
6. Commissioner Regan reported on the status of the Helm Lane drainage improvement project (lot # 1-1-032). The contractor put in a catch basin and ran a 12" pipe along the entire north border of the lot providing for a drainage corridor from the top of the hill to the Helm Lane roadside ditch. The next PLDD step in that area will be cleaning out drainage easements on the top of that hill.
7. Mr. Baker brought in plans for Adventurer Lane drainage improvement project for the Commissioners to review. Prolonged technical discussion of the plans followed. A full set of contract documents will be ready for the next (May 12) PLDD meeting.

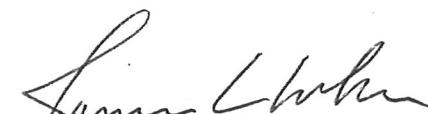
**New Business:**

1. Discussions were held pertaining to PLDD summer meeting schedule. There will be no second monthly meeting held this month. Commissioner Amundson moved that the PLDD go to a two monthly meeting schedule for the months of May through September with Mr. Baker being on call for the second meeting of the month. Following discussion, the motion was seconded by Commissioner Laker and carried. Commissioner Laker will notify the newspapers.
2. Commissioner Regan reported a scheduled meeting with contractor Harold Moe to finalize drainage plans for the new house on Pioneer Drive lot # 2-3-122.
3. Commissioner Regan reported a problem with drainage plans for the Resolute Lane lot # 2-2-075 (builder: Terhune Custom Homes). The proposal calls for installation of a tank and a pump moving water up to the roadside ditch. The PLDD responded to the county requesting to hold off approval of this construction request until a proper drainage plan is engineered for this property. The PLDD had previously been involved into correcting a drainage problem with a Baldwin Lane house (the house was built by the same builder with a similar drainage system installed). Discussion followed.

The next regularly scheduled meeting of the Port Ludlow Drainage District will be held on 12 May 2005.

The 14 April 2005 meeting adjourned at 11:35 AM.

Respectfully Submitted:



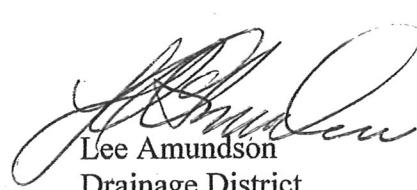
James Laker  
Drainage District  
Secretary

Approved:



Richard Regan  
Drainage District  
Chairman

Approved:



Lee Amundson  
Drainage District  
Treasurer