

# Port Ludlow Drainage District

Post Office Box 65261

Port Ludlow 98365

Minutes of the 84<sup>th</sup> Regularly Scheduled Meeting  
10:05 AM, 13 October 2005

## Call to order and Approval of Minutes:

The 84<sup>th</sup> regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order by the Commissioner Chairman Richard Regan with the first order of business being approval of the minutes of the regular 22 September 2005 meeting. The minutes were approved as written.

## Expenses:

The PLDD Commissioners approved Drainage District expenses that have accrued from 8 September to 13 October 2005 for the total amount of \$ 8,702.22. A breakdown of this total is shown below:

Voucher Number	Amount	Item Description
05-061	25.00	KNAUSS LAW FIRM
05-062	6,071.16	SETON CONSTRUCTION
05-063	815.43	GRAY & OSBORNE
05-064	221.08	OLGA WILSON
05-065	32.12	BANK OF AMERICA
05-066	1,330.00	RICHARD REGAN
05-067	200.00	VIRGINIA BROWN
05-068	7.43	L&I

## Public Forum:

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

## Old Business:

1. The work on the Oak Bay Road Conveyance Repair Project Phase III has started earlier this month. All structures have been installed. Barry Baker, PLDD engineer, will check the elevations immediately after this meeting. The work is being done with very little disturbance. The county has been monitoring the contractor's progress. One catch basin was moved toward the hill as an excavator uncovered a fiber optics duct where the catch basin was to be placed. This change caused a realignment of two pipes. No additional pipe is required. An alder and a small evergreen tree had to be removed to replace the pipe. New pipe will be moved to the north to get a straight shot. Pipe installation is scheduled for the day of this meeting.

The ditch should be re-graded sometime next week. The ditch will be maintained by the county road maintenance crew.

2. The Adventurer Lane Project is now essentially complete. The commissioners asked that grated CB lids be replaced with solid lids. The contractor spread straw over the area seeded for erosion control. Hydro-seeding was not included in this contract. Commissioners signed a change order required due to the change of originally approved piping material. Mr. Baker also brought in a change order resulted from Jefferson county right-of-way permit purchased by Seton. The district is not required to get county access permits to work on the county right-of-ways located within the district boundaries. This charge should have never been made. However, since the contractor was charged for a permit, it is PLDD responsibility to reimburse the contractor for obtaining a permit. Mr. Baker was directed to bring this issue up with the county permit department and get a reimbursement.

Discussions were held pertaining to restoration of the park trail destroyed by this construction project. Since a section of the original trail ran through private property, the commissioners agreed not to use the same route for the new trail. A crushed rock three feet wide path will be placed along the east side of the drainage trench. Since this project contract is still open, the contract can be amended to include this change. Commissioner Amundson made a motion to amend the contract directing Seton Construction of Port Townsend to construct a crushed rock park path along the east side of the drainage trench. Seconded by Commissioner Laker, this motion carried. Mr. Baker will do a necessary change order the day of this meeting.

Mr. Baker brought in a written recommendation to pay the bill for the Adventurer Lane Project. The voucher for this bill was approved at the beginning of this meeting.

3. Mr. Baker reported receiving a bid for the Small Channels and Detention Pond Maintenance Contract from Yard Dogs Landscaping and Maintenance Inc. This contractor did maintenance of the Area 7 Detention Pond for the PLDD last year. The other bid received at the time of the last (September 22) meeting was received after the bid closing and found inadequate. Yard Dogs' bid came up to \$1200. Mr. Baker named the areas included in this contract and recommended hiring the Yard Dogs to do the job in October-November of this year. Commissioner Laker made a motion to this effect. Seconded by Commissioner Amundson, this motion carried.
4. Discussions were held pertaining to the large greenbelt project and detention pond alternatives. Design of this project was put on hold due to the lack of funds.
5. Discussions were held pertaining to 2006 PLDD budget. Commissioner Amundson gave a line-by-line analysis of the PLDD proposed 2006 budget. Commissioner Amundson has explained that his main objective for 2006 budget is building up the reserve to avoid borrowing for the upcoming capital improvement projects. No major capital improvement projects are planned to be completed in 2006. Prolonged line-by-

line discussion of the second draft of the proposed 2006 budget followed. The budget must be approved at the second October meeting to be submitted to the county in November. PLDD annual maintenance and operation costs were estimated at \$50,000. Several loans will be repaid next year. The commissioners believe that once all four current loans are repaid and all planned capital improvement projects are completed, the PLDD budget will decrease significantly. Mr. Baker brought forward several minor corrections. Estimated budget increase appears to be 15.6%. Mr. Baker will prepare estimates of assessment increase for the next (October 27) meeting. Exact assessment increase cannot be calculated until 2006 assessment roll is compiled.

6. Mr. Baker brought in a scope of work and a cost estimate for the PLDD assessment roll preparation. Following brief discussion, Commissioner Amundson made a motion to approve this \$3,688 work order. Seconded by Commissioner Laker, this motion carried.

**New Business:**

1. Commissioner Amundson got a report of standing water in the Adventurer Lane roadside ditch. Following brief discussion, Mr. Baker was directed to visit the site and report his findings at the November 10 PLDD meeting.
2. The date of the public hearing for the final resort development application was set for December 6. Mr. Baker was directed to prepare PLDD comments for the hearing. The PLA is still planning to use the lagoon as a water detention facility. This proposal does not meet the Department of Ecology Stormwater Management Manual for Western Washington. Discussion of PLDD options with regards to maintenance of the resort drainage facilities followed.
3. Following brief discussion, Commissioner Laker made a motion to cancel the second November and second December meetings. This motion carried by a unanimous vote. A notice of this change will be placed in Port Townsend Leader and posted on the Beach Club bulleting board.

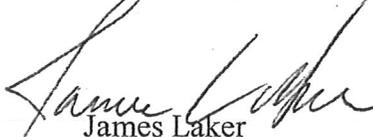
The next regularly scheduled meeting of the Port Ludlow Drainage District will be held on 27 October 2005 to be held at 7:00 PM at the Beach Club Bay View Room.

The 13 October 2005 meeting adjourned at 11:45 AM.

Respectfully Submitted:

Approved:

Approved:

  
James Laker  
Drainage District  
Secretary

  
Richard Regan  
Drainage District  
Chairman

  
Lee Amundson  
Drainage District  
Treasurer