

Port Ludlow Drainage District

Post Office Box 65261

Port Ludlow 98365

Minutes of the 97th Regularly Scheduled Meeting
10:00 a.m., 12 October 2006

Call to order and Approval of Minutes:

The 97th 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 14 September 2006 meeting. The minutes were approved as written.

Expenses:

The PLDD Commissioners discussed and approved Drainage District expenses that have accrued from 14 September to 12 October 2006 for the total amount of \$ 2,386.59. A breakdown of this total is shown below:

Voucher Number	Amount	Item Description
06-056	650.40	LMC
06-057	1,531.10	GRAY & OSBORNE
06-058	200.00	VIRGINIA BROWN
06-059	5.09	L&I

Public Forum:

Denis Weakley, 81 Condon Lane, brought in a written report and a request for action to correct drainage problem by his waterfront property. Mr. Weakley's concerns were addressed later at this meeting. Condon Lane Outfall Drainage is PLDD's newest project.

Dean Nelson, GBC Chairman, inquired on the status of the 101 Fleet Drive drainage problem resolution. The problem was reported earlier this year. Mr. Baker made several trips to the property. Mr. Baker reported the area being too flat to determine the grade of the ditch without a survey. The ditch is in the greenbelt. The problem of standing water in the ditch was not caused by PLDD actions. Mr. Baker's written report was sent to the GBC and the property owner who reported the problem. The problem can be resolved by either by filling or grading of the ditch. Mr. Baker was not able to give an engineering solution without a survey. The commissioners decided not to expand funds on a survey. A suggestion was made to fill up the spot of ponding up to the driveway. If gravel is used, the water will run through the area without being visible and will not appear to be ponding on the surface. The commissioners offered to pay for a half of a cubic yard of drain rock for the GBC to do the work. Trustee Van Zonneveld asked to take this recommendation to the GBC for a review and discussion. This issue will be further discussed at the next (November 9) PLDD meeting.

Old Business:

1. Discussions were held pertaining to the failure of the system installed on the beach at the Libby Court outfall. The repairs should have been completed. Mr. Baker needs to inspect the work, which he will do after this meeting if the tides permit. The insurance paid for the majority of the costs. Treasurer Amundson reported receiving a partial payment from the insurance company. The project is estimated to cost a little over \$9,000.
2. Mr. Baker reported Olympic Lane Drainage Improvement Project substantially complete. The drainage has been connected. The Olympic Excavation will clean up and hydro-seed the area. Mr. Baker is very pleased with this contractor's performance on this project. The area will be surveyed to show exact locations of the drainage stubs installed. The GBC is pleased with the minimal disturbance to the greenbelt. Mr. Baker expects to see a pay estimate by the next (November 9) PLDD meeting.
3. Mr. Baker gave the commissioners an update on the Foster Lane project. Mr. Baker reported considering alternatives for a more regional approach to the problem and recommended discharging over the bank: a two-step project similar in design to Libby Court outfall project. Mr. Baker proceeded by explaining the project. Commissioner Regan insisted on including a control structure that will prevent damage to the downstream properties. This is not this year's project. Mr. Baker has discussed it with property owners on Foster Lane. He was directed to present his ideas to the county before proceeding with designing this project.
4. Trendwest development application and amendment to the development agreement application hearing was rescheduled for November 3. Mr. Baker cannot attend this hearing. He will prepare written comments to be submitted to the county.
5. Discussions were held pertaining to a drainage problem reported by Mr. & Mrs. Weakley, Condon Lane residents. The Weakleys have hired James Johannessen, a licensed engineering geologist, to assess the situation. Mr. Baker met with Mr. Johannessen, who confirmed that drainage was a contributing factor to the erosion of the bank at Condon Lane waterfront. With toe erosion (wave action at the base of the bluff) and lack of vegetation due to development being the other factors, drainage is a contributor that can be addressed most readily.

Mr. Baker explained PLDD options with this project. Slip-lining of the existing pipe, if possible, will be the best solution, as it will have less impact on the landscaping and the sewer line. The vegetation in the area is established and will be hard to restore. Design-wise this project is harder than similar Libby Court outfall drainage project previously completed by the PLDD because a TV inspection of the whole pipe cannot be performed due to pipe irregularities and because of the location of the sewer line. Mr. Van Zonneveld stated that LMC legal council has determined that the bluff belongs to the LMC, which will ease the process of obtaining easements for this

project. He also recommended contacting Pat Pearson at Hadlock Washington University extension, whose staff is working with Admiralty II on a landscaping plan for the bluff. The Weakleys had already talked to her and found the information provided extremely beneficial. The Weakleys respectfully requested that the PLDD shared their geotech expense. Mr. Baker explained that the findings of the geotech hired by the Weakleys were valuable for the project evaluation. He had not hired a geotech to do the evaluation and will not need to do so because he finds Mr. Johannessen's report sufficient. Mr. Baker informed the commissioners that he will have to get a geotech involved in design stage of the project, which means the PLDD will have additional geotech expenses associated with this project. Mr. Johannessen's fees amounted to \$2,056.38. Treasurer Amundson made a motion to split the costs with the Weakleys fifty-fifty. This motion carried. The Weakleys were asked to instruct Mr. Johannessen to bill the PLDD for the half of the fees.

Mr. Baker will prepare a scope of work and a planning level cost estimate for this project. He estimates total cost range of \$110,000. Commissioner Amundson asked Mr. Baker not to start work on this project until January, because this project had not been budgeted in 2006. Mr. Baker does not want to delay the work that much to prevent delays due to the permission process. He will prepare a scope of work and a fee estimate for the next (November 9) PLDD meeting. He agreed to make sure the bills associated with this project design were not filed until February of 2007.

The commissioners asked Mr. Weakley to explain the situation to the new owners of the Condon Lane lot # 27, the property on the other side of the drainage pipe that needs work.

6. Mr. Nelson brought in two estimates for the removal of the spruce tree on the corner of Baldwin Lane and Oak Bay Road. He could not recommend one contractor over the other. Following brief discussion, Commissioner Amundson made a motion to pay for 50% of the tree removal costs, leaving it up to the LMC to hire the contractor. This motion carried.

New Business:

1. Commissioner Amundson reported visiting the Kitsap Bank to inquire about opening a line of credit. He received an assurance that the PLDD can obtain a loan from that bank with funds being available within three days, which essentially eliminates the need for the line of credit. Mr. Baker informed the commissioners that there are other sources such as Public Works Trust Fund (PWTF) that make emergency funds available within a week. The PLDD has a history with PWTF, which makes the application process very straightforward.
2. Mr. Baker is preparing comments for the October 18 hearing on the Ludlow Bay Village and Admiralty III development application. The PLDD will be taking over this development drainage facilities. Mr. Van Zonneveld, as the president of Admiralty II, requested to keep this subject on the PLDD agenda. Admiralties

owners are very concerned with drainage on and around their property and the effects of the future build-out. Mr. Baker will be at the hearing.

3. Mr. Regan stated that he would not be able to review drainage plans for the ACC and the county construction applications next year. Mr. Regan has been volunteering to review drainage plans for several years. The commissioners discussed charging the applicants for drainage plan reviews. The commissioners are waiting on the county decision regarding their application for an amendment of the development code, which should make drainage plan review and approval by the PLDD mandatory. A legal opinion may be needed to see if the commissioners may establish a fee for a drainage permit.
4. Mr. Baker reported doing a quick analysis of the recent application for lot subdivision off the Ludlow Bay Road. Since the PLDD has a number of five acre lots within the district, the commissioners are concerned that, if allowed, subdivision of five acre lots will add significant run off into the system that is not prepared to handle it. Mr. Regan reported talking to Barbara Nightingale about this application and receiving an assurance that the application will be further revised before considered for approval by the county.
5. Treasurer Amundson gave a detailed presentation of the PLDD 2007 budget. Recently identified as high priority Condon Lane Outfall Project is now budgeted to be done in 2007. Treasurer Amundson recommended collecting \$203,508 in 2007 assessments, which represents a 9% increase. Following prolonged discussion, the commissioners agreed to increase proposed 2007 assessment budget amount by \$14,000 to make sure the Condon Lane Outfall Project is not under-budgeted. A public forum for budget presentation was scheduled for Tuesday, November 14 starting at 7 PM at the Beach Club Bay View Room. A motion to that effect was duly made, seconded, and carried. Commissioner Laker will place a notice in the Port Townsend Leader.
6. Treasurer Amundson made a motion to instruct Mr. Baker to hire a contractor to clear out both high and low maintenance drainage easement areas starting in 2007. This motion carried.
7. Mr. Regan reported talking to contractor Joe Thompson about getting on PLDD Small Works Roster (SWR). Mr. Johnson is a reputable contractor who will be perfect for some of the PLDD smaller projects. A SWR application will be sent to Mr. Thompson.

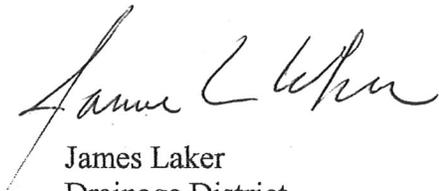
The next regularly scheduled meeting of the Port Ludlow Drainage District will be held on 9 November 2006 at 10:00 a.m. at the Beach Club Bay View Room.

The 12 October 2006 meeting adjourned at 11:45 a.m.

Respectfully Submitted:

Approved:

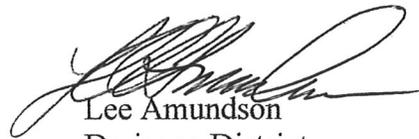
Approved:



James Laker
Drainage District
Secretary



Richard Regan
Drainage District
Chairman



Lee Amundson
Drainage District
Treasurer