

Port Ludlow Drainage District

Post Office Box 65261
Port Ludlow 98365

Minutes of the 102nd Regularly Scheduled Meeting
10:00 a.m., 8 March 2007

Call to order:

The 102nd regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order at 10:00 a.m. by the Chairman Commissioner Leland Amundson with the first order of business being approval of the minutes of the regular 8 February 2007 meeting. The minutes were approved as written.

Expenses:

The PLDD Commissioners discussed and approved Drainage District expenses that have accrued from 8 February to 8 March 2007 for the total amount of \$ 3,521.23. A breakdown of this total is shown below:

Voucher Number	Amount	Item Description
07-014	182.86	OLGA WILSON
07-015	216.80	LMC
07-016	1,624.50	YARD DOG LANDSCAPING
07-017	1,140.37	OLYMPIC EXCAVATING
07-018	140.00	WALTER CAIRNS
07-019	216.70	VIRGINIA BROWN

Public Forum:

Richard Durand, 104 Puget Loop, asked for PLDD assistance in resolving a drainage problem on his property. The water is coming down his back yard and sits against the foundation of the house. There is a new development upstream, which may or may not be causing the problem. The commissioners directed Barry Baker, PLDD engineer, to check the site and report his findings. Per Mr. Nelson, GBC Chairman, the new house should drain through the adjacent greenbelt.

Kent Mount, 61 Jackson Lane, submitted a letter expressing his concerns with Foster Lane Improvement Project and any tree cutting in the vicinity of the Foster/Jackson Lane ravine. Mr. Mount's letter was read, addressed, copied, and forwarded to the Architectural Control, Greenbelt, and Operations Committees.

Old Business:

1. Mr. Baker gave an update on the Foster Lane project. Mr. Baker informed the commissioners that Mr. Mount's letter came as a response to the original design. The project has been redesigned. Mr. Baker brought in new plans for Foster Lane project showing that new plans will have no negative effect on Mr. Mount's property and will in fact intercept Foster Lane run-off at the street and reroute it away from Mr. Mount's property by discharging it through the Foster Lane greenbelt. No public run-off will, therefore, be running down the ravine through lot # 60 and on Mr. Mount's property. Run-off from the private properties will not be changed by this project. Mr. Baker will have this project ready for advertising as soon as minor revisions to the plans are done and the plans are confirmed with the Greenbelt Committee. The only easement needed for this construction is a temporary construction easement for lot # 60, which has already been recorded. Foster and Jackson Lane property owners, immediately effected by this project, will be notified. The project is small enough to be advertised through the Small Works Roster. Following technical explanation of the project design, Commissioner Lake made a motion to direct Mr. Baker to advertise this project through PLDD SWR. Motion carried. Bid opening will be scheduled for

10 a.m. of the day of the next (April 12) PLDD meeting. The plans and the specifications will be sent to the contractors early next week. Construction is estimated to cost approximately \$20,600. The plans and the estimate had been reviewed and accepted by the county.

2. Commissioner Amundson reported receiving a copy of the hearing examiner's decision regarding PLA application for Ludlow Bay Village and Admiralty III development. The hearing examiner's decision stipulated that all drainage plans for the development have to be reviewed by PLDD. John Van Zonneveld, President of Admiralty II, expressed his concerns with the approval of this PLA application and a hope that PLDD insist on reviewing the plans before they get submitted to the county for a final review and approval. The Admiralties are concerned that new development will exasperate their existing drainage problems. Mr. Van Zonneveld informed the commissioners that Admiralties drainage outfall was out of order. Discussion followed. The commissioners reserve the right to refuse acceptance of any drainage facilities within the district that are not built to their requirements.
3. Discussions were held pertaining to the Condon Lane Outfall Drainage Improvement Project. Mr. Baker reported meeting with the county and Department of Fish and Wildlife. A survey has been completed. A shoreline permit required for this project will cost approximately \$1000 to file. By a motion duly made, seconded, and carried commissioners directed Mr. Baker to file a shoreline permit application. The PLDD will reimburse G&O for the permit fees.
4. The survey crew has also surveyed the Libby Court area. Documentation is expected next week. Although the house addition has apparently been built on the lot, the excavation for the new addition has encroached on the LMC greenbelt area. The survey was triggered by a drainage complaint from the owner of the encroaching property. Mr. Baker will be able to write up a recommendation once the survey data is finalized.
5. Mr. Baker reported sending out maintenance contract information for clearing underbrush in selected drainage areas. This is an on-call three-year contract for semi-annual maintenance. To date, there were no bids.
6. Mr. Laker has prepared a resolution to appoint PLDD Secretary an agent to receive claims for damages. This action was requested by the PLDD insurance company. Commissioner Laker made a motion to pass a resolution appointing him an agent to receive claims for damages. Commissioner Amundson asked Mr. Laker to amend his motion to select an office of PLDD Secretary and not Mr. Laker personally a PLDD agent to avoid having to file a new resolution once Mr. Laker steps down as PLDD Secretary. The amendment passed by a unanimous vote and so did the amended motion. Resolution # 5 will be recorded with the county by Commissioner Amundson.
7. Mr. Cairns reported approving a drainage plan for the Baldwin Lane construction (lot # 2-1-007) and county subsequently denying the project and requesting infiltration. This happened after the PLDD meeting with the county officials regarding county ordinance requirement to infiltrate drainage from all developments within a quarter mile from the shoreline. Mr. Baker has received and forwarded to the county a statement from HWA explaining that Port Ludlow should not be subjected to infiltration requirement because infiltration in glacial till areas of Port Ludlow was both ineffective and dangerous to the stability of the bluffs. Following that action, the Davis's drainage plan was approved by the county, and they were issued a building permit.

New Business:

1. Mr. Baker reported that it has been two years since the latest SWR and Consultant Roster updates. Commissioner Laker was given copies of the latest advertisements to use to prepare this year's notice. Commissioner Laker will place a notice in Port Townsend Leader as soon as possible.
2. Commissioner Laker reported receiving a notice from Port Townsend Leader advising the PLDD that the newspaper had the ability to publish legal notices. The PLDD is already using the Leader to publish all their legal notices.
3. Having made a few small changes to the PLDD questionnaire, the commissioners had given it to the PLDD

administrative assistant Olga Wilson to finalize and send out using PLDD agreement with the LMC. The questionnaire is intended to uncover any problems that are not included into PLDD Comprehensive Plan. Commissioner Laker made a motion to send the questionnaire to each of PLDD constituents. Motion carried.

The next regularly scheduled meeting of the Port Ludlow Drainage District will be held on 12 April 2007 at 10:00 a.m. at the Beach Club Bay View Room.

The 8 February 2007 meeting adjourned at 11:10 a.m.

Respectfully Submitted:

Approved:

Approved:

James Laker
Drainage District
Secretary

Walter Cairns
Drainage District
Commissioner

Lee Amundson
Drainage District
Chairman & Treasurer