

Port Ludlow Drainage District

Post Office Box 65261
Port Ludlow 98365

Minutes of the 6th Regularly Scheduled Meeting
10 AM, 13 June, 2001

Call to order and Approval of Minutes

The 6th regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order by the Chairman Walt Cairns, with the first order of business was approval of the Minutes of the 9 May 2001 meeting and 23 May 2001 special meeting. The PLDD Commissioners approved the minutes as written. Commissioner Regan did not attend this meeting.

Expenses:

The PLDD Commissioners approved Drainage District expenses that have accrued from 9 May to 13 June 2001 for the total amount of \$ 2033.79. A breakdown of this total is shown below.

Voucher Number	Amount	Item Description
01-016	\$ 484.83	Staff wages (Wilson)
01-017	\$ 8.48	Office Supply expenses (Wilson)
01-018	\$ 32.45	Bulletin Board (LMC)
01-019	\$ 1000.50	Jefferson County (Gray and Osborne Engineers)
01-020	\$ 80.34	Bank of America (Payroll Taxes etc.)
01-021	\$ 161.19	Commissioners Expenses (Carins)
01-022	\$ 140.00	Commissioners Expenses (Wilke)
01-023	\$ 126.00	Legal Expenses (Lawler and Burroughs)

Public Forum

No one in attendance requested to speak on any Drainage District subject at this meeting.

Old Business:

1. Commissioner Cairns reported that the phone installation is currently in process. The PLDD voice mail will be set up at the Beach Club.
2. Discussions were held pertaining to Assessment Formulation methodology. Mr. Barry Baker P. E., Gray and Osborne Inc., made a presentation. He started by summarizing various assessment methodologies that could be used by the Jefferson County Commissioners to assess PLDD. He recommended a combined gross-impervious assessment method with a 30:70 split.

In his presentation Mr. Baker suggested that the district would be divided into two assessment zones. Zone 0 will include areas, which are currently undeveloped and have no potential to be developed in the future. Zone 0 will only include green belts

and parks but excludes large residential parcels. Assessment on Zone 0 properties will be 0. Zone 1 will include the remainder of the land within PLDD boundaries. Mr. Blair Burroughs, PLDD's attorney, supported a two-zone assessment scenario.

Based on the information taken from the Jefferson county tax rolls, Gray and Osborne Inc. has compiled PLDD database allowing to calculate individual assessments. All the commercial areas within the PLDD boundaries have been measured. All single-family residences were entered as Equivalent Residential Units (ERU) and assumed to have 3000 square feet of impervious area. The multiple-family residences (t .i. condominiums, apartments, etc.) were recommended to be assessed as 0.75 ERU. County roads coming through Port Ludlow are not included in the PLDD, and, therefore, will not be assessed.

Public Hearing on the assessment method will be held by Jefferson County Commissioners on Tuesday, 24 July 2001, at the Beach Club. At that hearing the PLDD Commissioners will recommend their assessment method to the County Commissioners. Public forum will be held and everybody in the audience will be asked to speak on the issue.

3. The PLDD Commissioners asked Mr. Blair Burroughs to prepare a resolution to establish a permanent regular meeting time and place.
4. Selection of liability and errors and omissions insurance is to be discussed during regular July 2001 meeting.

New Business:

1. The PLDD Commissioners discussed sending a letter to Jefferson County pertaining to lack of sediment and erosion control facilities for the 5-acre lots now being developed. Mr. Blair Burroughs was asked to draft the letter.
2. The PLDD Commissioners discussed sending letter to Jefferson County to establish an interlocal agreement between the PLDD and the County pertaining to review of any construction plans that will impact drainage. Mr. Burroughs was asked to draft the letter.
3. The PLDD Commissioners asked Mr. Burroughs to look into putting PLDD on the county check list.

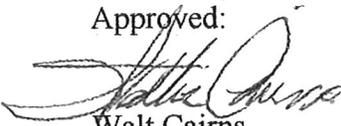
The next regularly scheduled meeting of the Drainage District will be held on 11 July 2001.

The 13 June 2001 regularly scheduled meeting adjourned at 11:20 A.M.

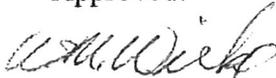
Respectively Submitted:


Richard Regan
Drainage District
Secretary

Approved:


Walt Cairns
Drainage District
Chairman

Approved:


Bill Wilke
Drainage District
Treasurer