

# Port Ludlow Drainage District

Post Office Box 65261

Port Ludlow 98365

Minutes of the 28<sup>th</sup> Regularly Scheduled Meeting  
10 AM, 23 January, 2003

## **Call to order and Approval of Minutes:**

The 28<sup>th</sup> regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order by the Chairman Richard Regan with the first order of business was approval of the Minutes of the 7 January 2003 regularly scheduled meeting. Minutes were approved as written.

## **Public Forum:**

The Commissioners discussed the North Bay Condo project with Jack Zalahet, President of the North Bay Condominiums Association. The Commissioners presented Mr. Zalahet with an approximate cost estimate for this project. Mr. Zalahet agreed to provide Barry Baker, Gray & Osborne Inc., with condominium drainage plans if any are kept by the association. The drawings for the project should be ready this week and will be faxed to the Commissioners for a review as soon as possible. Mr. Zalahet was asked to set up a special members' meeting of the condominium owners to familiarize the later with the proposed project and discuss cost sharing.

## **Old Business:**

1. The PLDD is still waiting for LMC to sign and return the easement for the portion of the Area 7 system that is within the greenbelt. The LMC Board of Trustees voted to grant the transfer requested at their meeting held on Saturday, January 11, 2003. The PLDD Commissioners Laker and Amundson attended that meeting to answer the Board's questions about the easement requested. The PLDD Commissioners intend to hire a contractor to clean up the detention pond and connecting channels as soon as the easement is transferred. The contract for detention pond facility maintenance, prepared by Mr. Baker, was reviewed by Blair Burroughs, PLDD attorney. Mr. Burroughs' comments were incorporated. Final document will be ready next week.
2. To date, the Commissioners have not received any applications for the PLDD Small Works Roster, first advertised in the Port Townsend Leader earlier this week. Mr. Baker has obtained a copy of the Jefferson County Small Works Roster and will soon start contacting the contractors listed on that roster to inform them of the PLDD upcoming projects and personally invite them to join the PLDD Small Works Roster. Small Works Roster is an open list required by law to be advertised every two years. Same rules apply to Professional Services Rosters. Therefore, first advertised in the winter of 2001, PLDD Engineering Services Roster has to be updated this year. Commissioner Laker will put the notice in the Port Townsend Leader.

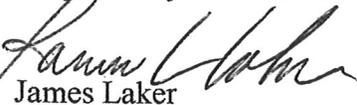
The Commissioners discussed development of PLDD standards for plan review submittals for the new and remodel construction within the PLDD boundaries. As instructed at the last PLDD meeting, Mr. Baker developed PLDD standards for drainage plan review submittals to be included into the Comprehensive Plan Study. A draft of this document was presented to the Commissioners for a review.

3. Judy Morris, Jefferson County Auditor, informed the Commissioners that 2003 assessment have been inputted. Starting this year condominium assessments are billed to individual owners and not to the condominium associations.
4. The PLDD Commissioners were given an update on the progress of the Comprehensive Plan Study. Complete draft of the Comprehensive Plan Study should be ready by the next PLDD meeting.
5. The Commissioners discussed PLDD stormwater education priorities and approaches, and public involvement strategies. Mr. Baker familiarized Commissioners with related educational materials published by Department of Ecology and Washington Department of Fish and Wildlife. The Commissioners instructed Mr. Baker to make copies of these publications to be available at the Beach Club.
6. The Commissioners authorized Walker & Associates to grant PLA request for a copy of mapping of the waterfront area, performed for PLDD.
7. The Commissioners received a letter from the Area 7 Homeowners Association informing the Commissioners that the Association voted to transfer their stormwater detention facilities to the PLDD under the stipulation that Area 7 HOA retain their view easement rights. This letter was read into the record of this meeting and a copy is attached to these meeting minutes as attachment.

The next regularly scheduled meeting of the Drainage District will be held on 13 February 2003.

The 23 January 2003 meeting adjourned at 11:15 AM.

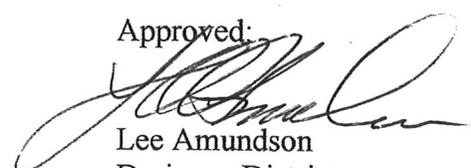
Respectively Submitted:

  
James Laker  
Drainage District  
Secretary

Approved:

  
Richard Regan  
Drainage District  
Chairman

Approved:

  
Lee Amundson  
Drainage District  
Treasurer

Port Ludlow #7  
657 Rainier Lane  
Port Ludlow, WA 98365  
January 16, 2003

Ludlow Maintenance Commission  
Port Ludlow North Bay Drainage District

Re: Port Ludlow #7 Divestiture of Responsibility for All Drainage and Associated Easements Referenced in the Bylaws for Port Ludlow #7.

Late last year, Port Ludlow # 7 residents overwhelmingly voted to amend the bylaws of the Homeowners Association (HOA). The amendment reads as follows:

Article II Definitions Section 3.

“Common Area” mean all real property, including without limitation access easements, frontage easements, pedestrian trail easements, recreation easements, sanitary sewer easements, storm water facility easements, view easements, and other easements, and also including real property improvements, owned by the Association for the common use and enjoyment of the members , guests and invitees.

Inasmuch as the Association has no common property and that all recreation easements are owned by the LMC of which we are all members, the only part of the definition which we wish to retain is the “view easement”.

Therefore, the amended definition reads as follows:

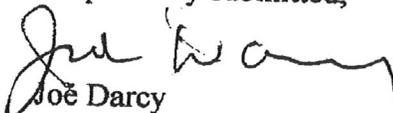
“Common Area” shall mean without limitation, the “view easement”.

This amendment was submitted to:

Secretary of State  
Corporations Division  
P.O. 40234  
Olympia, WA 98504-0234

and became effective on December 31, 2002.

Respectfully submitted,



Joe Darcy  
Secretary/Treasurer Port Ludlow #7  
657 Rainier Lane  
Port Ludlow, WA 98365