

Port Ludlow Drainage District

Post Office Box 65261

Port Ludlow 98365

Minutes of the 34th Regularly Scheduled Meeting

10 AM, 24 April, 2003

Call to order and Approval of Minutes:

The 34th regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order by the Chairman Richard Regan. Commissioner Amundson did not attend this meeting.

Public Forum:

Shirley Porter, 90 Adventurer Lane, brought to the Commissioners' attention a drainage problem affecting her downstream neighbor Donald Platzer, 630 Pioneer Lane. According to Ms. Porter, Mr. Platzer is convinced that flooding of his property is caused entirely by Ms. Porter, while she herself believes that water flow affecting Mr. Platzer is a runoff from the adjacent Kehele Park. Unfortunately for Ms. Porter, PLDD cannot do work on private property unless it is beneficial to the community. Following discussion, the Commissioners agreed to meet with both Ms. Porter and Mr. Platzer at the site of the problem on Thursday, May 22, 2003, immediately after their regular meeting. The Commissioners will be accompanied by Barry Baker, Gray & Osborne Inc., who will assess the problem in search for possible solutions.

Bob Turpin, Jefferson County Engineer, asked the Commissioners to assess the situation at the Pathfinder Lane, where several ditches have been permanently filled up and paved over, which could (if it does not already) cause a major drainage problem downstream. The Commissioners will visit this site after their May 22 meeting.

Old Business:

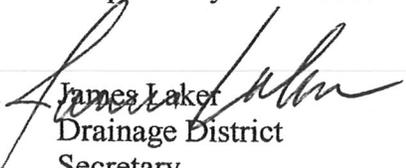
1. Discussions were held pertaining to the North Bay Condo Project. The Commissioners are seeking a non-exclusive easement for the site of the proposed project. Mr. Baker has started preparation of the legal description for such an easement. The work will not start until the easement is obtained. Sally Smith was appointed by the Condominium Association to oversee the project. A cost-sharing contract form has been developed for use in the financing of this project. The final agreement for cost sharing has yet to be negotiated. The Commissioners will open bids for this project at the Beach Club at 2:00 PM on Thursday, May 8, 2003.
2. Following brief discussion, a motion was made to authorize Gray & Osborne, Inc. to prepare an engineering services greenbelt trail stormwater conveyance pre-design report for the Swansonville/Walker greenbelt at a charge of no more than \$3,895. Motion carried. The Commissioners signed an official contract prepared by Mr. Baker. A copy of this contract is filed with the PLDD records.

3. The Commissioners sent a letter to the LMC advising that proposed tree cutting in the greenbelt on Pioneer Lane has the potential to increase the ground water flow through the area, which could lead to an unstable ground condition. Hearing of the appeal case of the Greenbelt Committee decision to allow selective tree cutting on the Pioneer Lane filed last year was delayed until May of 2003.
4. At the last PLDD meeting, discussions were held pertaining to finding the best way to survey the topography of the proposed detention system location in the Swansonville/Walker greenbelt. Mr. Turpin brought in a paper and an electronic copy of the LIDAR information for the described area. Information was passed on to Mr. Baker. Mr. Baker will initiate a physical survey of the greenbelt immediately after this meeting. He will be assisted by Matt Winkelman, Gray & Osborne Inc.
5. The PLDD Commissioners were given an update on the progress of the Comprehensive Plan Study. Mr. Baker briefly familiarized the Commissioners with his presentation planned for the public hearing held later that day. Commissioners commented. Presentation time was estimated at 20-25 minutes. Presentation will be followed by a question/answer session. Final draft of the Comprehensive Plan should be ready by June 1, 2003.
6. Mr. Baker continues contacting contractors for the PLDD Small Works Roster. To date, a notice of the roster development was sent to twenty-two contractors. Several inquiries have been received.
7. Further discussions were held pertaining to development of standards for plan review submittals for the new and remodel construction within the PLDD boundaries. The Commissioners instructed Mr. Baker to look into development of a simple yet not simplistic set of instructions, featuring easy-to-follow examples, options, and recommendations. PLDD standards for drainage plan review submittals will be included into the Comprehensive Plan Study.
8. Following discussion Commissioners instructed Olga Wilson, PLDD Administrative Assistant, to draft a brief PLDD update for the June issue of the Village Voice. This matter will be further discussed at the next (May 8) PLDD meeting.
9. The Commissioners will open bids for Area 7 Detention Pond Maintenance Project at 2 PM, on Thursday, May 8, 2003.

The next regularly scheduled meeting of the Drainage District will be held at 10 AM on 8 May 2003.

The 24 April 2003 meeting adjourned at 11:10 AM.

Respectively Submitted:


James Laker
Drainage District
Secretary

Approved:


Richard Regan
Drainage District
Chairman

Approved:

did not attend
this meeting
Lee Amundson
Drainage District
Treasurer