

Port Ludlow Drainage District

Post Office Box 65261

Port Ludlow 98365

Minutes of the 8th Regularly Scheduled Meeting
10 AM, 8 August, 2001

Call to order and Approval of Minutes:

The 8th 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 11 July, 2001 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 11 July to 8 August 2001 for the total amount of \$ 4,827.46. A breakdown of this total is shown below:

Voucher Number	Amount	Item Description
01-028	\$ 924.00	Lawler & Burroughs
01-029	\$ 13.69	Office Supply expenses (Wilson)
01-030	\$ 380.94	Payroll (Wilson)
01-031	\$ 63.12	Bank of America (Payroll Taxes, etc.)
01-032	\$ 116.20	Bookkeeping (Thayer)
01-033	\$ 71.21	Commissioners Expenses (Cairns)
01-034	\$ 3,113.50	Jefferson County Public Works
01-035	\$ 144.80	Commissioners Expenses (Wilke)

Public Forum:

Joe Darcy spoke on the issue of acquisition of the water quality and detention facilities of Port Ludlow #7. Mr. Darcy wrote a letter to Mr. McCarry, president of the homeowners association of Port Ludlow #7, suggesting that all water quality and detention facilities of Plat 7 should be released to Port Ludlow Drainage District.

Old Business:

1. Commissioner Cairns reported that on 23 July 2001 a letter was received by the PLDD from the Department of Ecology offering PLDD a five-year loan in the amount of \$80,000 at 0.5% interest for development of a Comprehensive Storm-water Management Plan. The letter contained a list of all the agencies offered loans by the Department of Ecology this year. This list of receivers, included PLDD, will be finalized 30 days after the original list was issued.

New Business:

1. Discussions were held pertaining to establishing assessment credits for constructed drainage facilities. Jefferson County Commissioners recommend a 10% credit to the commercial properties developed with storm water retention systems. However, the PLDD Commissioners were informed that installment of storm water retention system on the commercial properties is required by the county building code. Only two counties in Washington State (King and Pierce) give credits for on-site retention/detention systems. The owner of the system installed has to submit a formal credit application to the county, an inspection of the facilities has to be done by a licensed engineer, and, if found out of date, the system has to be updated. All in all, the costs of inspection usually exceed the amount of credit received. The Commissioners agreed to send a formal letter to the Department of Public Works presenting their arguments against issuing credits for constructed on-site retention/detention systems. The letter will be prepared by Mr. Baker.
2. Discussions were held pertaining to acquisition of water quality and detention facilities of Port Ludlow # 7. The Commissioners announced their intentions to accept the system currently maintained by the homeowners association of Plat 7. Commissioner Cairns asked Barry Baker P.E., Grey and Osborne Inc., to check out the condition of the facilities in question and make a list of renovations necessary to bring the facilities up to the modern codes. Also discussed were acquisition of the property, on which this detention system was built, and of an easement leading to the retention pond. When all the information is collected, the PLDD Commissioners will present it to the homeowners association of Plat 7 together with a proposal to acquire the facilities.
3. Further discussions were held pertaining to assessment of the five- acre lots. Four out of five indicated lots drain to Osprey Road. Two of those four are pastures. The research shows that run-off from pastures is significantly larger than the one from forested land and the run-off from a second-grow forest is larger than from the indigenous one.
4. Discussions were held pertaining to developing a Comprehensive Storm Water Management plan. When the drainage problems and their causes are identified, a public hearing will be held to discuss the plan. Solutions to regional problems would be included into the plan, while some on-site problems could be asked to be fixed by the owners of the lots creating the problem.

Commissioner's Reports and Comments:

1. Commissioner Wilke reported on PLDD financial situation. A county loan in the amount of \$44,500 has to be repaid by December 2002. Up to date, 75% of the loaned amount was spent by the PLDD. The biggest expenses were elections and county assessment study run by Grey and Osborne engineering firm.

Mr. Baker prepared a draft of PLDD budget for the years 2001 through 2007, assuming that PLDD receives an \$80,000 loan from the Centennial Clean Water Fund. He estimates that a \$100,000 budget will provide for PLDD operation, completion of the comprehensive study, limited capital improvements starting 2003, and a set up of a reserve fund to handle emergencies.


The next regularly scheduled meeting of the Drainage District will be held on 12 September 2001.

The 8 August 2001 meeting adjourned at 11:35 AM.


Respectively Submitted:


Richard Regan
Drainage District
Secretary

Approved:


Walt Cairns
Drainage District
Chairman

Approved:


Bill Wilke
Drainage District
Treasurer