

# Port Ludlow Drainage District

Post Office Box 65261

Port Ludlow 98365

Minutes of the 17<sup>th</sup> Regularly Scheduled Meeting

10 AM, 9 May, 2002

## Call to order and Approval of Minutes:

The 17<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 13 March and 11 April 2002 regularly scheduled meetings. Minutes were approved as written.

## Expenses:

The PLDD Commissioners approved Drainage District expenses that have accrued from 11 April to 9 May 2002 for the total amount of \$24,742.61. A breakdown of this total is shown below:

Voucher Number	Amount	Item Description
02-030	\$9,906.20	American Marine Bank
02-031	\$323.84	Gray & Osborne, Inc.
02-032	\$13,132.58	Gray & Osborne, Inc. (Comprehensive Plan)
02-033	\$70.00	Commissioner's Expenses (Laker)
02-034	\$567.52	Ludlow Maintenance Commission (Newsletter Expenses)
02-035	\$171.12	Bookkeeping (Thayer)
02-036	\$359.50	Legal (Lawler Burroughs & Baker, P.C.)
02-037	\$173.15	Payroll (Wilson)
02-038	\$28.70	Payroll Taxes (Bank of America)

## Public Forum:

Mike Bishop asked the Commissioners to reserve time for questions. The Commissioners answered Mr. Bishop's questions at the end of the meeting.

## Old Business:

1. Judy Morris, Jefferson County Treasurer, reported on the status of PLDD assessment collection. As of Friday, 3 May 2002, \$54,340.40, approximately 99% of the due amount, has been collected. Second half tax notices have been posted on Tuesday, 7 May 2002.
2. Discussions were held pertaining to the transfer of the Area 7 drainage easements to the PLDD. Title search of the properties in question has not been ordered yet. In the

last month the Commissioners have not received any subject-related information from either PLA or Area 7 Homeowners Association.

3. Commissioner Regan announced PLDD Goals for the year 2002:
  - Achievement of an inter-local agreement with the County, allowing PLDD to review drainage plans for new and remodel construction within the District boundaries and changing current assessment methodology;
  - 90% completion of the Comprehensive Plan;
  - Start-design of the first PLDD project.

No comments followed.

4. Mr. Baker gave an update on the progress of Comprehensive Plan Study. He reported that Gray and Osborne engineers pulled the rain flow meters installed earlier this year. Collected data will now be graphed and put into a model by regular June meeting. Commissioner Regan recommended that flow meters be reinstalled in the fall to collect rain flow data in the months of November, December, and January.

The aerial survey is completed: the pictures have been developed and topographic maps of the District should be done shortly. Mr. Baker reported that this task was completed under budget. He also advised that an aerial photograph of the district could be put together for a fee of \$1490.00. A motion was made by Commissioner Amundson to proceed with obtaining a digitized aerial picture of Port Ludlow for \$1490.00. Motion carried. Mr. Baker was also asked to obtain a quota on an extra set of district aerial prints.

Drainage issues questionnaires have been collected. When this data is processed a public meeting will be held to discuss drainage problems and possible solutions. Another public workshop will be planned towards the completion of the Comprehensive Plan Study project.

5. Mr. Amundson reported that LMC has been billed for the drainage assessment.

#### **New Business:**

1. Mr. Baker clarified that the measurements for the Port Ludlow Church assessment had been assumed from 1992 aerial photographs. Church property is to be physically re-measured after this PLDD meeting. Commissioner Regan moved that the PLDD Commissioners instruct Mr. Baker, Gray and Osborne Inc., to physically re-measure the impervious area of the Port Ludlow Church, accept the actual physical measurements, and allow Ms. Morris, Jefferson County Treasure, to adjust the assessment accordingly. The motion passed.

Discussions were held pertaining to achievement of an inter-local agreement with the County, which would allow the District to review plans for the new and remodel construction intended within the District boundaries. The Commissioners also

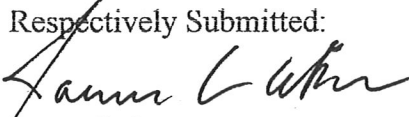
expressed their intentions to proceed with redoing current assessment methodology. The PLDD attorney Blair Burroughs has advised the District that an inter-local agreement that would allow the District to develop the assessment methodology would be contrary to Washington State Law. For this reason Jefferson County must be approached to start the redo of the assessment methodology.

2. Ms. Morris was asked to help the District in establishing PLDD annual assessment certification date. She agreed to look into the issue.
3. The Commissioners discussed LMC payment request for the PLDD use of LMC meeting rooms, and other items such as use of copy machine, bulletin board space, telephone, etc. The Commissioners intended to meet with the new LMC President and Vice-president to discuss the payment issue and Mr. Dick Smith, LMC Manager, was asked to arrange this meeting before the regular scheduled PLDD meeting in May. This meeting has not occurred. Originally submitted agreement was found outdated. Mr. Smith agreed to bring it up to date. Following discussion, the Commissioners agreed to postpone LMC/PLDD agreement signing till the regular June meeting.
4. Time was allowed to answer questions from the audience. Among the questions asked was a request from Mr. Bishop to identify the ultimate PLDD goal to which Commissioner Regan responded: "The ultimate PLDD goal is to stop the heavy flooding that occurs during heavy rain storms." The Commissioners have also clarified that when completed Comprehensive Plan Study will show district's drainage problems and possible solutions. They emphasized that drainage is a community problem: those who do not have a problem on their own property contribute to the problems of their neighbors.

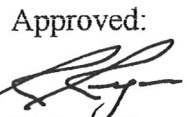
The next regularly scheduled meeting of the Drainage District will be held on 13 June 2002.

The 9 May 2002 meeting adjourned at 11:30 AM.

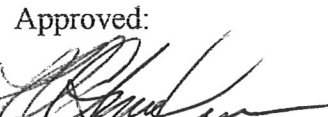
Respectively Submitted:

  
James Laker  
Drainage District  
Secretary

Approved:

  
Richard Regan  
Drainage District  
Chairman

Approved:

  
Lee Amundson  
Drainage District  
Treasurer