

# Port Ludlow Drainage District

Post Office Box 65261

Port Ludlow 98365

Minutes of the 18<sup>th</sup> Regularly Scheduled Meeting  
10 AM, 13 June, 2002

## Call to order and Approval of Minutes:

The 18<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 9 May 2002 regularly scheduled meeting. Minutes were approved as written.

## Expenses:

The PLDD Commissioners approved Drainage District expenses that have accrued from 9 May to 13 June 2002 for the total amount of \$13,585.65. A breakdown of this total is shown below:

Voucher Number	Amount	Item Description
02-039	\$12,418.41	Gray & Osborne Inc. (Comprehensive Plan)
02-040	\$36.48	American Marine Bank
02-041	\$126.98	Payroll (Wilson)
02-042	\$21.04	Bank of America (Payroll Taxes)
02-043	\$6.99	Reimbursements (Wilson)
02-044	\$242.88	Gray & Osborne Inc.
02-045	\$70.00	Commissioner's Expenses (Laker)
02-046	\$517.00	Legal (Lawler Burroughs & Baker, P.C.)
02-047	\$145.87	Bookkeeping (Thayer)

## Public Forum:

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

## Old Business:

1. Discussions were held pertaining to the transfer of the Area 7 drainage easements to the PLDD. The Commissioners were informed that Area 7 homeowners association had voted to transfer their drainage facilities to the PLDD. Barry Baker, Gray & Osborne Inc., was instructed to compare the Plat maps of Area 7 to the topographic maps produced by an aerial survey. A motion was made by Commissioner Laker to accept Area 7 Drainage facilities as soon as Mr. Baker confirms that Area 7 Plats in fact match their topography. In case of engineering survey showing that Plat maps do

not match their topography, the Commissioners will be given recommendations on how this issue could be resolved. Motion passed.

2. As of this month, the Commissioners has not received any response to the two letters sent to the Jefferson County Commissioners regarding County participation in the Comprehensive Plan. Shelly Solomon, Public Works, was asked to look into this matter.
3. Mr. Baker gave an update on the progress of Comprehensive Plan Study. He reported that topographic mapping of the area is almost completed, an aerial photograph of the District was put together and is expected to be available within a week together with the reproduction cost estimates. The Commissioners expressed a desire to acquire a copy of the picture for posting in the Beach Club.

Mr. Baker also mentioned that rain gage has been left in place to keep collecting data. Gray and Osborne engineering team is currently working on rain flow meters reading report, which will be submitted to the Commissioners by the regular July meeting. Flow meters will be reinstalled in the fall to collect rain flow data in the months of November, December, and January. In a few weeks Gray & Osborne engineers will also start working on the water run off model.

Drainage issues questionnaires have been collected. Data processing has been started. A public meeting will be held to discuss drainage problems and possible solutions as soon as the data processing is completed.

Mr. Baker also noted that 2002 PLDD budget has been revised based on the new County loan repayment schedule.

4. As instructed by the PLDD Commissioners, Port Ludlow Church property has been physically re-measured by Mr. Baker and the assessment has been adjusted accordingly. PLDD budget was revised to incorporate the changes. Commissioner Amundson noted that he was advised by the County Auditor Judy Morris that the Commissioners would have to vote to accept a revised budget reflecting the loss of income due to the reduced assessment. Commissioner Amundson will present an official recommendation to adjust the budget in order to incorporate Port Ludlow Church assessment changes at the regularly scheduled July meeting..
5. The Commissioners scheduled the time to go through the drainage easement located to the north of the Area 7 drainage facilities. They will accompany Mr. Baker, who will at that point survey the conditions of this easement and make recommendations on its maintenance. The Commissioners intend to initiate a transfer of the easement described from PLA and LMC to the PLDD.
6. 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. A final draft of this agreement

was sent for a review to Blair Burroughs, PLDD attorney. The Commissioners intend to personally present this agreement to the County Commissioners at the County Commissioners meeting.

The Commissioners also expressed their intentions to proceed with redoing current assessment methodology. However, Mr. Burroughs has advised the District that an inter-local agreement that would allow the District to develop an assessment methodology would be contrary to Washington State Law, which gives the County the authority to finalize PLDD assessment methodology. The Commissioners intend to approach the County to negotiate the assessment. The deadline is September 1, 2002.

7. 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. Mr. Dick Smith, LMC Manager, submitted an undated agreement for Commissioners review. Following discussion, a motion was made to accept PLDD/LMC agreement as written. Motion passed. As part of the agreement signed PLDD agreed to pay LMC a monthly fee of \$200 for the space and services provided by the LMC to the Drainage District starting with the month of April 2002.

#### **New Business:**

1. Discussions were held pertaining to PLDD involvement in drainage issues brought up by LMC membership to LMC Committees. Commissioner Amundson offered to draft an inter-local agreement with LMC which would allow PLDD to review drainage related issues brought up to ACC and Greenbelt Committees.
2. Discussions were held pertaining to the PLVC Trail Committee intentions to develop trail system through the LMC greenbelts. Commissioner Regan advised that PLDD should arrange a meeting with Greenbelt Committee to discuss the details of the PLVC Trail Committee plan.
3. Mr. Baker asked the Commissioners if a Public Workshop could be set up on 11 July 2002. Taking into consideration that a month notification might not be sufficient especially during the travel season, the Commissioners suggested postponing the workshop till after the Labor Day. A notice of this Workshop will be put in the Voice and posted on the Beach Club Bulletin Board.

At the end of the meeting time was allowed to answer questions from the audience. The Commissioners clarified that at this time District's main project involves collecting drainage-related data. When completed Comprehensive Plan Study will show District's drainage problems and possible solutions. Commissioners emphasized once again that drainage is a community problem: those who do not have a problem on their own property contribute to the problems of their neighbors.