

Port Ludlow Drainage District

Post Office Box 65261

Port Ludlow 98365

Minutes of the 20th Regularly Scheduled Meeting

10 AM, 8 August, 2002

Call to order and Approval of Minutes:

The 20th 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 11 July 2002 regularly scheduled meeting. Minutes were approved as written.

Expenses:

The PLDD Commissioners approved Drainage District expenses that have accrued from 11 July to 8 August 2002 for the total amount of \$6,562.22. A breakdown of this total is shown below:

Voucher Number	Amount	Item Description
02-056	\$3,718.45	Gray & Osborne (Comprehensive Plan)
02-057	\$459.35	Commissioners' Expenses (Amundson)
02-058	\$27.74	Bank of America (Payroll Taxes)
02-059	\$673.44	Gray & Osborne
02-060	\$140.00	Commissioners' Expenses (Laker)
02-061	\$45.00	Legal (Lawler Burroughs & Baker, P.C.)
02-062	\$800.00	Ludlow Maintenance Commission
02-063	\$440.00	Commissioners' Expenses (Regan)
02-064	\$90.86	Bookkeeping (Thayer)
02-065	\$167.38	Payroll (Wilson)

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. Barry Baker, Gray & Osborne Inc., compared the Plat maps of Area 7 to the topographic maps produced by an aerial survey. The survey showed that Area 7 Plats matched their topography except in the northern part where the facility had been extended. Legal description of the easement in question has been changed to

incorporate the results of the engineering survey by expanding the easement ten feet to the north. The description has been sent to the PLDD legal counsel for a review.

Gray & Osborne had evaluated current condition of Area 7 facilities in order to estimate their immediate and future maintenance costs. Mr. Baker reported that the control structure of the facilities inspected would function as designed. The facilities appear to be in good working order. All measurements of the control structure match its design drawings. Emergency overflow is also constructed very close to the original design. Small amount of the debris in the outgoing pipe does not effect its functioning. The detention pond, however, is overgrown with blackberries and alders, which will have to be cleared out. The Commissioners are considering making a request to PLA and Area 7 homeowners association to remove vegetation from the detention pond prior to the transfer.

Mr. Baker also noted that there could be a potential problem occurring to the culvert going under the Oak Bay Road. The culvert in question stretches beyond the control structure of the Area 7 drainage facilities. A letter of concern will be send to the County together with an engineering report indicating the problem.

The Commissioners expect engineering report on the condition of the Area 7 detention pond and related facilities to be completed within a week from this meeting. Quit claim deed regarding the facilities described has also been prepared. The Commissioners expect to have it ready for signing by the middle of the week following this meeting.

Commissioner Amundson was asked to contact Greg McCarry, Area 7 HOA President, regarding the insurance coverage of the facilities in question. The Commissioners find it important to keep insurance of the facilities current.

2. Mr. Baker gave an update on the progress of Comprehensive Plan Study. He reported that topographic mapping of the area identifying four drainage basins and several sub-basins was now completed. Engineers continue working on the water run off model. Mr. Baker's team used Santa Barbara Hydraulic Model to cut the first draft. The actual PLDD Drainage run off model will be based on the Western Washington Hydraulic Model reflecting the effect of a fifty-year rainstorm.
3. Discussions were held pertaining to PLDD involvement in drainage issues brought up by the LMC membership to the LMC Committees. A draft of an inter-local agreement with LMC which would allow PLDD to review drainage related issues brought up to ACC and Greenbelt Committees was formally presented to the LMC Board of Trustees in July, 2002. Mr. Smith, LMC Manager, notified the Commissioners that signing of this inter-local agreement with the PLDD by the LMC Board had been deferred pending response of the Greenbelt and Architectural Control Committees.

4. 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 draft of the agreement has been presented to the County last month. No response has been received.

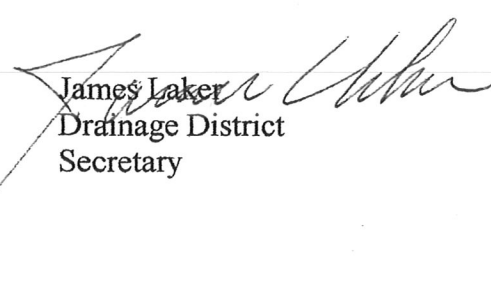
New Business:

1. Discussions were held pertaining to the PLVC Trail Committee intentions to develop trail system through LMC greenbelts. Commissioners agreed that trailing greenbelts may involve removing trees, which inevitably leads to drainage problems. The Commissioners agreed that PLDD official trail policy was in order. Commissioner Amundson was asked to draft an official PLDD Trail Development Policy, which will state Commissioners' position on tree removal, preservation and enchantment of natural drainage ways, and maintenance of trail associated impervious areas.
2. The Commissioners discussed the possibility of a drainage improvement project start this year. The Commissioners identified several potential projects and agreed that grading and rocking a culvert at the Grove Court could be the one to consider. Following discussion, Mr. Baker was instructed to find out what permits if any will be required to proceed with the project discussed and what procedures will be involved in obtaining the permits that will be necessary.
3. Commissioner Regan suggested that the PLDD holds two regularly scheduled meetings a month to exhilarate District's performance. Mr. Baker suggested scheduling telephone conferences and agreed to provide the Commissioners with weekly status reports on the ongoing PLDD projects involving Gray & Osborne Inc. Following discussion, the Commissioners agreed that holding two meetings a month could soon become a necessity for the PLDD.
4. Budget related discussions were postponed till the next regularly scheduled meeting.
5. The Commissioners were notified of a letter sent to the LMC pertaining to a drainage problem at the Admiralty condominiums parking lot. Mr. Baker was instructed to respond.

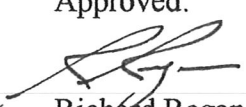
The next regularly scheduled meeting of the Drainage District will be held on 12 September 2002.

The 8 August 2002 meeting adjourned at 11:45 PM.

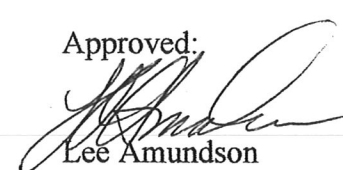
Respectively Submitted:


James Baker
Drainage District
Secretary

Approved:


Richard Regan
Drainage District
Chairman

Approved:


Lee Amundson
Drainage District
Treasurer