

Port Ludlow Drainage District

Post Office Box 65261
Port Ludlow 98365

Minutes of the 21st Regularly Scheduled Meeting
10 AM, 12 September, 2002

Call to order and Approval of Minutes:

The 21st 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 8 August 2002 regularly scheduled meeting. Minutes were approved as written.

Expenses:

The PLDD Commissioners approved Drainage District expenses that have accrued from 8 August to 12 September 2002 for the total amount of \$5,737.09. A breakdown of this total is shown below:

Voucher Number	Amount	Item Description
02-066	\$5,062.41	Gray & Osborne (Comprehensive Plan)
02-067	\$22.96	Bank of America (Payroll Taxes)
02-068	\$423.20	Gray & Osborne
02-069	\$90.00	Bookkeeping (Thayer)
02-070	\$138.52	Payroll (Wilson)

Public Forum:

Mr. and Mrs. Campbell, 21 Jackson Lane, inquired on the status of Jackson Lane drainage problem. Mr. Baker gave a detailed report on the situation described later this meeting.

Old Business:

1. The PLDD Commissioners were given an update on the progress of the Comprehensive Plan Study. Barry Baker, Gray and Osborne Inc., introduced Matt Winkelman, an engineer in charge of the water run off model. Mr. Winkelman presented the Commissioners with a current summary of the modeling results. He indicated that all twenty-seven (27) drainage basins have been modeled for the future conditions with the exception of Basins "N" and "V". Following Mr. Winkelman's presentation a detailed discussion was held pertaining to understanding of the assumptions used in basin modeling. The engineering team used Santa Barbara Hydraulic Model for conveyance sizing. The Western Washington Hydraulic Model (WWHM) will be used as a comparison. WWHM does not provide for conveyance and backwater analysis.

Mr. Baker also noted that a sensitivity model had been done on a few basins. This model is based on the rainfall and flow data collected earlier this year. When presented with a map indicating PLDD drainage basins Commissioners found it important to include Port Ludlow business area into an overall run off model. Commissioners encouraged Mr. Baker to contact PLA and ask them to provide the necessary information.

Responding to the inquiry of Mr. and Mrs. Campbell, Mr. Baker indicated that in his professional opinion the flooding problem at Jackson Lane was partially caused by the lack of maintenance of the roadside ditches. As the ditches in question convey County rights-of-ways runoff and are located in the County rights-of-way, the issue was referred to Mr. Bob Turbin, County Engineer.

Mr. Baker inspected the culvert going under the Oak Bay Road where the Commissioners suspected a possible occurrence of a potential problem. Mr. Baker's inspection showed that the culvert was indeed rusted out and ought to be replaced. A letter of concern will be send to the County together with an engineering report indicating the problem.

A draft of the Comprehensive Study Report will be submitted to the Commissioners on September 30, 2002. A public workshop on the progress of the Comprehensive Plan Study will be held at 7 PM on Thursday, October 24, 2002.

2. Discussions were held pertaining to holding two regularly scheduled PLDD meetings a month to accelerate District's performance. Mr. Baker suggested that the second monthly meeting be held in a form of a workshop. Both PLDD monthly meetings will be open to the public. Following discussion Commissioner Amundson moved to increase PLDD meeting times to twice a month, with a regular meeting held on the second and a workshop on the fourth Thursday of each month starting October 2002. Motion passed. PLDD Secretary Laker will inform the Voice and the PT Leader of these changes.
3. Discussions were held pertaining to the transfer of the Area 7 drainage easements to the PLDD. Mr. Baker reported that legal description of the easement owned by PLA has been rewritten to incorporate the results of an aerial mapping survey. A copy has been sent to PLA. The other easement PLDD is interested in is a utility easement currently owned by the LMC. Following prolonged discussion, a motion was made by Commissioner Amundson to instruct Mr. Baker to seek PLDD legal counsel's opinion with regards of a quitclaim of the Area 7 Drainage Facilities. Motion passed. If the facilities in question were quitclaimed to the PLDD the easement currently owned by PLA would be dissolved. A conference call will be set up to finalize the deed.
4. Following brief discussion, a motion was made by Commissioner Amundson to accept new budget for the remainder of 2002 as revised. Motion passed. A copy of

the new 2002 budget will be sent to the County Auditor Judy Morris. The PLDD Commissioners also decided not to change PLDD assessment methodology this year.

5. 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 comments of the LMC legal counsel.
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 draft of the agreement has been presented to the County in July. The Commissioners will be attending County Commissioners' meeting scheduled for Monday, September 16, 2002 to discuss the issue in question.

New Business:

1. The Commissioners discussed the possibility of a drainage improvement project start this year. Mr. Baker identified several potential projects, indicating that grading and rocking a culvert at the Grove Court should be Commissioners' #1 priority. He also recommended putting in several check-dams upstream from the Grove Court project to slow the water flow. Finally, Mr. Baker noticed that maintenance of the road ditches was crucial for keeping drainage under control and, therefore recommended that Commissioners strongly encourage County's maintenance work. Commissioner Regan instructed Mr. Baker to check into solving a flooding problem at the North Bay Condominiums parking lot. Other potential projects will be identified as work on the Comprehensive Plan progresses.
2. Budget related discussions for the year 2003 and beyond have been postponed till the second November meeting.

The next regularly scheduled meeting of the Drainage District will be held on 10 October 2002.

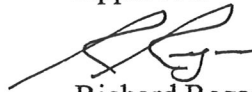
The 12 September 2002 meeting adjourned at 12:00 PM.

Respectively Submitted:

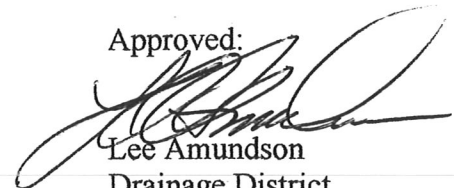
Not present

James Laker
Drainage District
Secretary

Approved:


Richard Regan
Drainage District
Chairman

Approved:


Lee Amundson
Drainage District
Treasurer