

Port Ludlow Drainage District

Post Office Box 65261

Port Ludlow 98365

Minutes of the 22nd Regularly Scheduled Meeting
10 AM, 10 October, 2002

Call to order and Approval of Minutes:

The 22nd regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order by the Chairman Richard Regan. In attendance were Commissioners Richard Regan and Lee Amundson with James Laker absent. The first order of business was approval of the Minutes of the 12 September 2002 regularly scheduled meeting. Minutes were approved as written.

Expenses:

The PLDD Commissioners approved Drainage District expenses that have accrued from 12 September to 10 October 2002 for the total amount of \$5,681.56. A breakdown of this total is shown below:

Voucher Number	Amount	Item Description
02-071	\$25.82	Bank of America (Payroll Taxes)
02-072	\$4,064.09	Gray & Osborne Inc. (Comprehensive Plan)
02-073	\$780.16	Gray & Osborne Inc.
02-074	\$140.00	Commissioner's Expenses (Laker)
02-075	\$400.00	Ludlow Maintenance Commission (LMC)
02-076	\$30.58	Reimbursements (Wilson)
02-077	\$155.84	Payroll (Wilson)
02-078	\$5.07	Dept. of Labor & Industries
02-079	\$80.00	Bookkeeping (Thayer)

Public Forum:

Dick Smith, LMC Manager, presented the Commissioners with a letter of acknowledgment that the LMC agrees to modify its agreement with PLDD to include the use of the Beach Club on the 4th Thursday of each month for its second monthly meeting at no additional charge.

Dick Smith also presented the Commissioners with a copy of a PLDD/LMC inter-local agreement initiated by the PLDD earlier this year. The Commissioners were asked to review minor changes made by the LMC attorney and submit their response to the LMC. The LMC Board of Trustees scheduled to consider this agreement at its regular October meeting.

During the discussion that followed, Commissioner Amundson suggested drafting a letter to the Architectural Control Committee (ACC), to which a drainage plan as expected by the PLDD would be attached and ask ACC to include it in its construction permit application package.

Old Business:

1. Discussions were held pertaining to the transfer of the Area 7 Drainage Detention Facilities to the PLDD. As the facilities in question are not legally recorded as an individual lot and happen to be a part of a larger parcel currently owned by the PLA the PLDD legal counsel finds it illegal for the PLA to quit claim this property to the PLDD. This month attempts to contact Mr. Greg McCarry in regards with this situation failed. Area 7 Homeowners' Association was reported rewriting its regulations to accommodate the coming change.
2. The Commissioners attended the County Commissioners' meeting held on Monday, September 16, 2002, to discuss achievement of an inter-local agreement with the County, which would allow the District to review plans for new and remodel construction intended within the District boundaries. The Drainage Commissioners petitioned for the District's right to review the plans that can irrevocably affect the District and received County Commissioners' verbal approval to examine the request and get back with them. The Commissioners intend to pursue the signing of the interlocal agreement.
3. The PLDD Commissioners were given an update on the progress of the Comprehensive Plan Study. Matt Winkelman, Gray & Osborne Inc., presented the Commissioners with a current summary of the modeling results. He went over the list of nine areas that are known to have a history of flooding and are in need of revisions and repairs. Commissioners proceeded with a detailed discussion of the defined problems. The Commissioners stressed the necessity to identify and prioritize every drainage project there is to address. They also instructed Mr. Baker to obtain cost estimates for the projects identified. At their October workshop meeting the Commissioners intend to discuss drainage issues identified by runoff model and visit the sites where those problems occur.

Mr. Winkelman also reported that a sensitivity analysis towards the impact of the build up was conducted and is summarized in Table 2 of the Modeling Results written report presented to the Commissioners. Sensitivity testing towards precipitation has not been performed. The Commissioners instructed Mr. Wilkelman to perform a sensitivity test on the Area 7 Detention Pond.

Mr. Baker was asked to submit a copy of Comprehensive Plan outline and first chapter to the Chairman Dick Regan for a review.

Mr. Baker informed the Commissioners that the project has expended the funds of the Public Works Trust fund and will continue by using the Centennial Clean Water Fund resources.

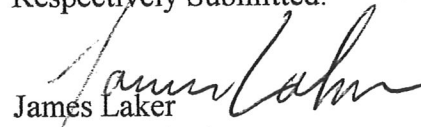
Mr. Baker was provided with a video of the Libby Court drainage pipe inspection for an analysis.

4. The Commissioners received a letter from Mel Smith, an owner of multiple lots surrounding Grove Court. In his letter Mr. Smith described a drainage problem affecting his property and requested that any corrective work include relocation of the Oak Bay Road culvert drain towards the center of the adjacent 40-foot reserve. Mr. Baker was instructed to survey this problem.
5. The Commissioners discussed the possibility of a drainage improvement project start this year. With the rainy season rapidly approaching, Mr. Baker recommended that sliplining of the pipe underneath Oak Bay road is postponed till May 2003 and ditch maintenance becomes a priority. He also advised to postpone putting in of a catch basin in the North Bay Condominiums parking lot till springtime and use sandbags to temporary channel the flow.
6. The Commissioners discussed 2003 Drainage Assessment List update. Mr. Baker advised the Commissioners that a date in November should be set as a cut off date for the assessment roll information. When such a date is set, information will be requested from the County and new data will be incorporated into the last year assessment roll, after which an updated assessment roll will be send to Judy Morris, the County Auditor, to do the tax roll. The assessment methodology will not be changed this year.
7. Discussions were held pertaining to notifying the PLDD membership about the public workshop that will be held at 7 PM on Thursday, October 24, 2002. A motion was made that the public notice will be mailed to all the members currently residing within the PLDD boundaries. Motion passed. The LMC Manager was asked to organize the mailing. County Commissioners will be invited directly by Commissioner Amundson.
8. The Commissioners received a recommendation from Mr. Baker to include budget discussions for the year 2003 and beyond into the regular November meeting agenda to allow for the time necessary to incorporate changes, if any desired, into the proposed budget before the Commissioners' vote scheduled for the second November meeting.
9. Mr. Campbell, 21 Jackson Lane, brought to the Commissioners' attention the fact that the County workers had only done a partial job of cleaning out the ditches along the Pioneer Lane which maintenance is crucial in preventing Jackson Lane flooding. The issue will be referred to Mr. Bob Turbin, County Engineer.

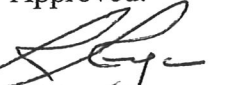
The next regularly scheduled meeting of the Drainage District will be held on 24 October 2002.

The 10 October 2002 meeting adjourned at 11:30 AM.

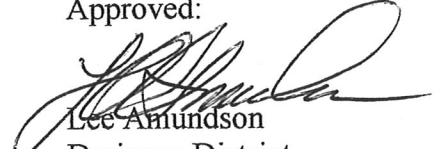
Respectively Submitted:


James Laker
Drainage District
Secretary

Approved:


Richard Regan
Drainage District
Chairman

Approved:


Lee Amundson
Drainage District
Treasurer