

Port Ludlow Drainage District

Post Office Box 65261

Port Ludlow 98365

Minutes of the 24th Regularly Scheduled Meeting
10 AM, 14 November, 2002

Call to order and Approval of Minutes:

The 24th 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 10 October 2002 regularly scheduled meeting and the 24 November 2002 Public Workshop. Minutes were approved as written.

Expenses:

The PLDD Commissioners approved Drainage District expenses that have accrued from 10 October to 14 November 2002 for the total amount of \$14,542.37. A breakdown of this total is shown below:

Voucher Number	Amount	Item Description
02-080	\$11,606.70	Gray & Osborne Inc. (Comprehensive Plan)
02-081	\$475.20	Commissioner's Expenses (Amundson)
02-082	\$38.26	Bank of America (Payroll Taxes)
02-083	\$1,461.34	Gray & Osborne Inc.
02-084	\$620.00	Legal (Lawler Burroughs & Baker)
02-085	\$230.87	Payroll (Wilson)
02-086	\$110.00	Bookkeeping (Thayer)

Public Forum:

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

Old Business:

1. The PLDD Commissioners were given an update on the progress of the Comprehensive Plan Study. Barry Baker, Gray & Osborne Inc., reported that parking areas below Oak Bay Road were now included into the water run-off model. A completed draft of the plan should be ready in December. The project list will include cost estimates. Following discussion, the Commissioners instructed Mr. Baker to obtain a copy of the Jefferson County Small Works Roster.

New Business:

1. Mr. Baker presented the Commissioners with a draft budget proposal showing expenses in the amount of \$188,200 for the year 2003. The budget also reflected projected income of \$5,000 in PWTF planning loan funds, \$20,000 in CCWF-SRF loan funds, and \$30,000 carryover from 2002, for a total of \$55,000. Funding of the projected 2003 budget will require an assessment of \$133,200, which will be collected in accordance with assessment methodology adopted by the County Commissioners in the fall of 2001. Following discussion, Commissioner Amundson made a motion to accept PLDD budget for the year 2003 as presented. Motion carried. A letter was prepared and signed transmitting the approved budget to the County.
2. Discussions were held pertaining to the status of the transfer of the Area 7 Drainage Detention Facilities to the PLDD. Legal descriptions of the easements for detention pond and related facilities have been prepared and will now be presented to the PLA and LMC for signing.
3. The Commissioners checked on the status of the 2003 assessment roll preparation. Mr. Baker reported that November 25 was chosen to be the cut off date for assessment information. All new information current on November 25 will be incorporated into previously prepared assessment roll, which will then be sent to the County Auditor's office after its approval by the Commissioners at the first regularly scheduled December meeting. The County requires that tax information be submitted by December 15.
4. The Commissioners have signed an interlocal agreement with the LMC allowing the PLDD to comment on the drainage issues brought to the LMC by the LMC members.
5. To date, no action has been taken by the County regarding approval of an interlocal agreement, which would allow the District to review plans for new and remodel construction intended within the District boundaries. The Commissioners received a letter from the PLDD legal counsel advising the Commissioners to pursue the signing of the formal agreement with the County. The Commissioners intend to attend another County Commissioners meeting early next year (2003).
6. The Commissioners expressed interest in meeting with the newly elected County Commissioner. When the ballot count is completed and election is certified, he or she will be formally invited to attend a scheduled PLDD meeting.
7. The Commissioners received a request from Walt Taylor, 111 Condon Lane, to send a letter to the Jefferson County Public Utility District No. 1 requesting allocation of funds for PLDD projects. Following discussion a motion was made to send Mr. Taylor's letter to the PLDD legal counsel for a review. Motion carried.
8. The Commissioners received a letter indicating a flooding problem effecting two lots on the Machias Loop. A copy of this letter was given to Mr. Baker. The

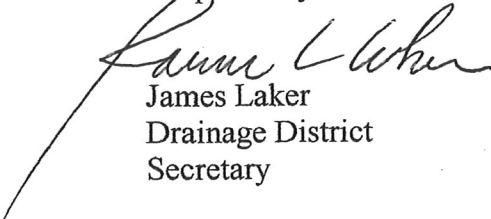
Commissioners joined by Mr. Baker and Mr. Turpin visited the site of the problem immediately after this meeting.

9. Ralph Thomas, 103 Cascade Lane, described a potential drainage problem occurring on the Cascade Lane. The Commissioners joined by Mr. Baker and Mr. Turpin visited the site described immediately after this meeting.
10. The Commissioners discussed the possibility of a drainage improvement project start this year. A motion was made to instruct Gray & Osborne Inc. to prepare a Scope of Work and Specifications for Maintenance of Area 7 Detention Facilities. Motion carried.
11. Following brief discussion, a motion was made to approve Commissioners reimbursement for time to be \$17.50 an hour or \$70.00 a meeting, but no more than \$70.00 a day and no more than \$6,720 a year. Motion carried.
12. A motion was made to hold next PLDD meeting on Tuesday, November 26, 2002 instead of Thursday, November 28, the Thanksgiving Day. Motion carried.
13. A motion was made to cancel the second December meeting, scheduled on December 26. Motion carried.
14. Following discussion, a motion was made by Commissioner Amundson to apply for a minimum requirement bond and insurance for the PLDD as required by the state law. Motion carried.


The next regularly scheduled meeting of the Drainage District will be held on 26 November 2002.

The 14 November 2002 meeting adjourned at 11:35 AM.

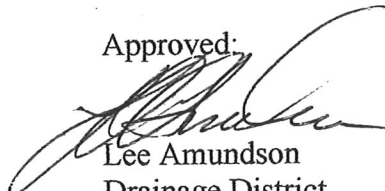
Respectively Submitted:


James Laker
Drainage District
Secretary

Approved:


Richard Rogan
Drainage District
Chairman

Approved:


Lee Amundson
Drainage District
Treasurer