

Port Ludlow Drainage District

Post Office Box 65261
Port Ludlow 98365

Minutes of the 39th Regularly Scheduled Meeting
10 AM, 10 July, 2003

Call to order and Approval of Minutes:

The 39th 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 26 June 2003 regularly scheduled meetings. Minutes were approved as written.

Expenses:

The PLDD Commissioners approved Drainage District expenses that have accrued from 12 June to 10 July 2003 for the total amount of \$6079.24. A breakdown of this total is shown below:

Voucher Number	Amount	Item Description
03-053	\$3375.30	Gray & Osborne, Inc.
03-054	\$1162.14	Gray & Osborne, Inc.
03-055	\$709.46	Commissioners' Expenses (Amundson)
03-056	\$457.13	Payroll (Wilson)
03-057	\$75.74	Payroll Taxes (Bank of America)
03-058	\$28.24	Reimbursements (Wilson)
03-059	\$58.50	Legal (Lawler & Burroughs)
03-060	\$200.00	Bookkeeping (Brown)
03-061	\$12.73	L & I - 2 nd Qtr.

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 PLDD involvement in drainage issues associated with the PLA log-dump development project. Mark Dorsey, PLA Engineer, gave the Commissioners a detailed status report on the Ludlow Cove project, indicating that PLA had obtained all the necessary permits and started work earlier this month. Following prolonged discussion, the Commissioners respectfully requested that Mr. Dorsey provide Ludlow Cove development drainage plans for the Commissioners review. Drainage plans and other construction documents for this development

should be available by the next (August 14) PLDD meeting. Conveyance system will include inverted road sections, catch basins, and biosweales.

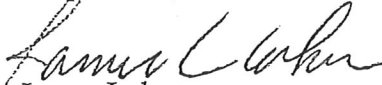
2. The PLDD Commissioners were given an update on the progress of the Comprehensive Plan Study. Copies of the Plan have been sent to the County, Department of Ecology, and a number of other agencies. Written comments will be accepted up to the time of the public hearing. The public hearing on the Comprehensive Plan Study will be held at 7 PM on Thursday, August 14, 2003, at the Beach Club in the Bay View Room. Commissioner Laker will place a notice of this hearing in Port Townsend Leader. The hearing will also be advertised in the Port Ludlow Voice and the Beach Club Beacon. Once adopted by the PLDD Commissioners, the Plan will be officially submitted for adoption by the County.
3. Discussions were held pertaining to the North Bay Condo Project. Blair Burroughs, PLDD attorney, had reviewed the contract and found it appropriate for the proposed project. The contract was signed the day of this meeting. Mr. Baker held a pre-construction meeting with a representative of Seton Construction Inc. immediately after this meeting. The work should start within a week after this meeting.
4. The PLDD Commissioners discussed Area 7 Detention Pond Maintenance Project. Olympic Tree Service of Port Ludlow, WA had started the work by clearing the pond of vegetation. Mr. Baker will visit the site to inspect the work done later on the day of this meeting. Inspection report should be ready the day after this meeting. The Commissioners instructed Mr. Baker to have the contractor purchase a lock for the detention pond gate and provide the keys to the Drainage Commission. The contractor will be reimbursed for the cost of the lock and four keys.
5. Discussions were held pertaining to changing PLDD assessment methodology. Mr. Baker submitted for Commissioners' review a draft of his engineering report to accompany a letter to the County Commissioners requesting reevaluation of the PLDD assessment methodology. The PLDD Commissioners and the Jefferson County Commissioners will hold a joint public hearing to present new assessment methodology and take public testimony at 7 PM on August 18, 2003. Jefferson County Commissioners will then make a decision, on how the assessment will be applied. The County Commissioners decision will be made at their regular (August 25) meeting. If approved, the new assessment methodology will be used to collect PLDD assessment revenues during 2004 and into the future. A notice of this meeting will be placed in Port Townsend Leader, Port Ludlow Voice, and Beach Club Beacon, and posted on the Beach Club bulletin board.
6. Mr. Baker submitted for Commissioners' review a draft report on the pipe repair project on the Montgomery Lane at Libby Court. This project is a part of the Oak Bay Conveyance System Repair Project. Mr. Baker's report includes repair recommendations. Preliminary cost estimates should be available the day after this meeting. Following discussion, the Commissioners instructed Mr. Baker to prepare construction loan application for the Oak Bay Conveyance System Repair Project.

This project survey and design work cost estimates should be available the week after this meeting.

The next regularly scheduled meeting of the Drainage District will be held on 24 July 2003.

The 10 July 2003 meeting adjourned at 11:40 AM.

Respectively Submitted:



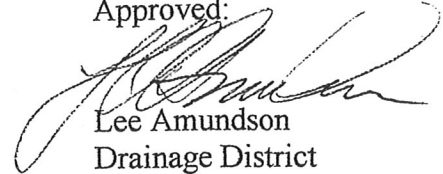
James Laker
Drainage District
Secretary

Approved:



Richard Regan
Drainage District
Chairman

Approved:



Lee Amundson
Drainage District
Treasurer