

# Port Ludlow Drainage District

Post Office Box 65261  
Port Ludlow 98365

Minutes of the 42<sup>nd</sup> Regularly Scheduled Meeting  
10 AM, 28 August, 2003

## **Call to order and Approval of Minutes:**

The 42<sup>nd</sup> 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 14 August 2003 regularly scheduled meeting and 14 and 28 August 2003 public hearings. Minutes were approved as written.

## **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. Department of Ecology and Mr. Al Scalf (Jefferson County Planning Department) have submitted their comments. Comments will be reviewed, some incorporated, and the plan will then be adopted by the PLDD Commissioners, and sent for adoption by the Jefferson County Commissioners as a part of an overall Comprehensive Stormwater Management Plan for the Jefferson County.
2. The North Bay Condo Project is now completed. Mr. Winkelman submitted to the Commissioners a project completion letter, a progress estimate, and forms to be filed with the State of Washington. Discussion followed. The Commissioners will revisit this issue at their next (September 11) meeting.
3. Discussions were held pertaining to new PLDD assessment methodology. On August 25, 2003, Jefferson County Commissioners by a majority vote of 2:1 amended the original PLDD assessment methodology. New assessment would have 35 percent of the total assessment based on gross area acreage and 65 percent of the total assessment based on impervious area. The gross area acreage system of assessments will consist of a five-zone classification system. Zone 0 (the areas permanently held in reserve or greenbelt areas that cannot be developed) and Zone 4 (parcels in Port Ludlow No. 6 that completely drain out of the District) will pay 5 percent of the standard gross acreage assessment. Zone 2 (parcels in Port Ludlow No. 6 five-acre residential lots that completely drain into the District) will pay 15 percent of the gross acreage assessment. Zone 3 (parcels in Port Ludlow No. 6 that partially drain into the District) will pay 10 percent of the gross area assessment. Zone 1 (the rest of the

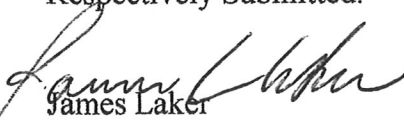
parcels in the District) will pay 100 percent of the standard gross acreage assessment. In addition, parcels in each zone, except Zone 4, will be assessed for impervious area based on Equivalent Residential Units. Parcels in Zone 4 will not pay an impervious area charge. New assessment methodology will be used to collect PLDD assessment revenues during 2004 and into the future.

4. Matt Winkelman, Gray & Osborn Inc., submitted for Commissioners' review an easement survey map for the Oak Bay Conveyance System Repair Project. Discussion followed. Among issues discussed were ways of dealing with property encroachment on the easement, tree removal for an open cut pipe replacement, and rocking the ditch to slow water velocity. Ditch re-grading work should be done sometime next summer. Preliminary design for the pipe replacement job should be available by the next (September 11) PLDD meeting with work starting in October. More discussion followed.
5. The Commissioners instructed Mr. Winkelman to obtain two sets of PLDD aerial photographs: one will be kept with the PLDD records, the other will be available for a check-out from the front deck.
6. Treasurer Amundson reminded the Commissioners that 2004 budget should be submitted to the County in November. Discussion followed. The Commissioners will further discuss 2004 budget at their next (September 11) meeting.

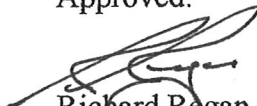
The next regularly scheduled meeting of the Drainage District will be held on 11 September 2003.

The 28 August 2003 meeting adjourned at 10:55 AM.

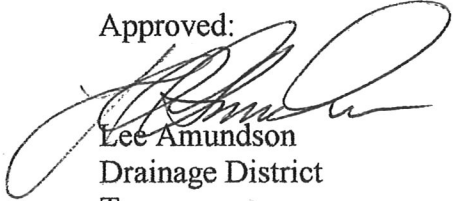
Respectively Submitted:

  
James Laker  
Drainage District  
Secretary

Approved:

  
Richard Regan  
Drainage District  
Chairman

Approved:

  
Lee Amundson  
Drainage District  
Treasurer