

Port Ludlow Drainage District

Post Office Box 65261

Port Ludlow 98365

Minutes of the 56th Regularly Scheduled Meeting
10 AM, 22 April 2004

Call to order and Approval of Minutes:

The 56th regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order by the Chairman Richard Regan.

Oak Bay Road Conveyance Repair Project bid opening was delayed by a week, as the contract specifications had to be clarified. The bids will be accepted at 10 a.m. on Thursday, April 29, at the Beach Club, and presented to the PLDD Commissioners at the next (May 14) PLDD meeting.

Approval of the minutes of the 25 March 2004 regularly scheduled meeting was also deferred till the next (May 14) PLDD meeting.

Public Forum:

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

Old Business:

1. Earlier this month the Commissioners held an executive session to discuss changing PLDD legal representation. Having interviewed an attorney Ted Knauss, a Jefferson County resident living outside the PLDD boundaries, the Commissioners decided to hire him as a PLDD legal representative. Following brief discussion, Commissioner Laker made a motion to terminate PLDD contract with Blair Burroughs and hire Mr. Knauss as a PLDD legal representative. Seconded by Commissioner Amundson, this motion carried. The Commissioners then signed a letter of notification of termination of contract addressed to Mr. Burroughs. The Commissioners emphasized that the reason for termination was not PLDD dissatisfaction with the services provided by Mr. Burroughs but the Seattle location of Mr. Burroughs' practice, which made it difficult for the District to get a personalized and quick legal advice.
2. The Commissioners were given an update on the progress of the Oak Bay Road Conveyance System Repair Project. Revised drawings of the phase III should be completed next week. Both temporary construction easements necessary to complete phases I & II for the Oak Bay Road to Montgomery Lane project were signed, recording is not necessary. Barry Baker, Gary & Osborne Inc., also reported submitting shoreline requirements exemption request to the County Department of Community Development. The PLDD had received all other permits needed for this project.

3. Commissioner Regan reported receiving signed quitclaim paperwork regarding Montgomery Lane to Condon Lane drainage easement identified by the PLDD Commissioners earlier this year. The quitclaim fee was reduced to \$1.00.
4. Discussions were held pertaining to the county inspectors' and plan reviewers' training. Al Scalf, Jefferson County Community Development Department, attended this meeting to participate in this discussion. Mr. Baker was charged with putting together two separate short training schedules: one for the county inspectors, and one for the plan reviewers. Mr. Baker reported putting together drainage plan recommendations for the owners getting ready to build within the PLDD boundaries. As the County Construction Manual does not have drainage requirements for the residential units under 10,000 square feet, the PLDD drainage plan recommendations were intended to help prepare best possible drainage plans for the new construction in Port Ludlow area.

Port Ludlow unique development as an urban community in a rural setting made it necessary for the drainage requirements to be put in place. Mr. Baker brought to Mr. Scalf's attention several cases where county approved drainage plans for the home construction, although perfectly acceptable in other areas of Jefferson county, proved inefficient in Port Ludlow because of its geological conditions. Mr. Baker asked the county inspectors to review PLDD drainage plan recommendations. He also proposed meeting with the county inspectors and plan reviewers on a later date to discuss drainage plan review practices and to work out a drainage plan review process that will meet the specific needs of the Port Ludlow community.

Mr. Scalf had already agreed to amend inspection schedule to include stormwater control system on the final inspection checklist. He commended the PLDD for the work done on the PLDD Stormwater Comprehensive Plan and stated that the county will use it in their work. Mr. Scalf also noted that the county would like to do more soil analysis in Port Ludlow to better understand the drainage conditions in the area. Discussion followed. Immediately after this meeting, the Commissioners took the county staff on a field inspection of an ongoing construction project.

5. Mr. Baker reported that the video of the culvert TV inspection performed last month is being transferred to a DVD. A detailed discussion of the inspection findings followed. The crew inspected five culverts, identified by Commissioner Regan and Mr. Baker. The Commissioners are pleased with the results, as the inspection found all culverts in working order. Several culverts showing the signs of wear and tear will be monitored and eventually repaired.
6. Mr. Baker reported that Centennial Clean Water Fund loan will be closed and its repayment schedule will be identified as soon as the necessary paperwork is completed.
7. Discussions were held pertaining to the Goliath Lane drainage. Harold Moe

Construction is currently building two houses in the Goliah Lane cal de sack. The county is considering establishing a drainage ditch on the Swansonville Road above the developing property to help draining that area. The site of this construction was visited by the Commissioners and the county staff immediately after this meeting.

New Business:

1. Mr. Turpin brought to the Commissioners' attention a drainage problem occurring on 80 Olympic Lane cal de sack property. The problem is similar to the one on Adventurer Lane addressed by the PLDD last summer. The Commissioners will further discuss this issue and visit the site after their next (May 14) meeting.
2. Commissioner Regan brought to the attention of the county engineer Bob Turpin a rather large developing sinkhole in the middle of the Goliah Lane. Mr. Turpin will follow up on this issue.

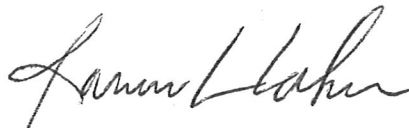
The next regularly scheduled meeting of the Drainage District will be held on 14 May 2004.

The 22 April 2004 meeting adjourned at 11:15 AM.

Respectively Submitted:

Approved:

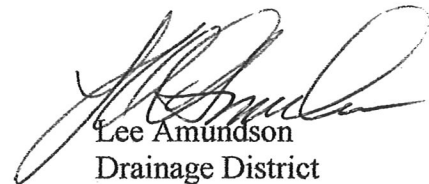
Approved:



James Laker
Drainage District
Secretary



Richard Regan
Drainage District
Chairman



Lee Amundson
Drainage District
Treasurer