

# Port Ludlow Drainage District

Post Office Box 65261

Port Ludlow 98365

Minutes of the 60<sup>th</sup> Regularly Scheduled Meeting  
10 AM, 24 June 2004

## Call to order and Approval of Minutes:

The 60<sup>th</sup> regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order by the Chairman Richard Regan. All Commissioners were in attendance. The minutes of the 10 June 2004 regularly scheduled meeting were approved as written.

## Public Forum:

Dean Nelson expressed his concerns regarding Montgomery Lane drainage situation and asked the Commissioners to assess the drainage of the lot he is interested in purchasing and developing (lot # 1-2-009). The Commissioners and Barry Baker, Gray & Osborne Inc., visited this site immediately after this meeting.

Josh Stewart brought in the following Washington State Department of Ecology publications for the Commissioners to review:

- Surface Water and Groundwater on Coastal Bluffs: A Guide for Puget Sound Property Owners, June, 1995;
- Vegetation Management: A Guide for Puget Sound Bluff Property Owners, May, 1993;
- Slope Stabilization and Erosion Control Using Vegetation: A Manual of Practice for Coastal Property Owners, May 1993.

## Old Business:

1. The Commissioners were given an update on the progress of the Oak Bay Road Conveyance System Repair Project. Mr. Baker had prepared and will mail to Seton Construction later today a notice to proceed with Phase I.
2. Discussions were held pertaining to the funding of the Oak Bay Road Conveyance System Repair Project Phase II. Treasurer Amundson gave a detailed report of the PLDD financial options with regards to this project. Although Treasurer Amundson reported Seton Construction willing to partially finance this project, other possibilities, including bank and county loans, were considered. Following a prolonged detailed discussion, the Commissioners decided to uphold their decision to take out a loan with the Mariner Bank, approved by a motion passed at the last (June 10) PLDD meeting. Treasurer Amundson will proceed with securing this loan.

With the sixty-day project-awarding period expiring Monday after this meeting, the Commissioners decided to issue the paperwork for Phase II of the Oak Bay Road

Conveyance Repair System Project to Seton Construction of Port Townsend, WA, while withholding the notice to proceed until the loan is secured. Treasurer Amundson made a motion to that effect. Commissioner Regan seconded this motion. Motion carried. Mr. Baker will send Phase II contract to Seton Construction.

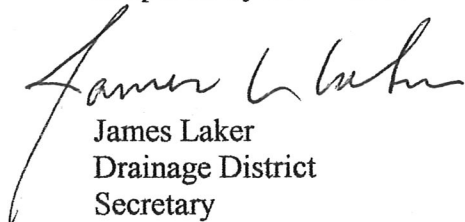
Treasurer Amundson then made a motion to amend PLDD 2004 budget by \$68,000 (an amount of the loan needed to complete Phase II in conjunction with Phase I). Motion carried. Treasurer Amundson will meet with the Mariner Bank loan officer to negotiate the best possible rate on a two-year loan. The Commissioners are considering changing District's budgeting format to accommodate the future summer drainage repair projects.

3. Discussions were held pertaining to Phase III plans. The PLDD and the County have agreed on the design, drawings should be completed later this month. Once the drawings are finalized and the project cost is estimated, an official request to complete or otherwise finance Phase III would be submitted to the county.
4. Rick Lander, a contractor, brought in for the Commissioners to review an engineered drainage plan for the new house that, if approved, will be built on Condon Lane lot # 1-2-024. The lot in question contains an adjacent drainage easement and has a significant existing drainage problem. Having presented the plan, Mr. Lander respectfully requested that the PLDD accept this plan and agree to maintain the drainage ditch that will be reestablished in the adjacent drainage easement. Commissioners commented, Mr. Baker asked to review the plan after the meeting. His written comments will be forwarded to the engineer who had drafted this plan. Once approved by the PLDD, this drainage plan will be forwarded to the county and the ACC to complete building permit application packages.
5. Discussions were held pertaining to the annual maintenance of the Area 7 Detention Pond. Since contractor Joe Thompson could not be reached to schedule this project, Mr. Baker was directed to offer the job to other contractors listed on the PLDD Small Works Roster. Mr. Baker should have contractors' cost estimates by the next (July 8) PLDD meeting. Pond maintenance should be done annually in August-September.
6. Commissioner Regan reported receiving Ludlow Cove Plat Declaration. This document states that all drainage easements and facilities within the Ludlow Cove be granted to the PLDD to oversee and maintain. The Commissioners were not asked to accept this offer and are not part of the acceptance signatories. The legality of this arrangement will be discussed with Ted Knauss, PLDD attorney. The Commissioners visited the site of Ludlow Cove development after the meeting.
7. Commissioner Regan reported receiving a county request for a drainage plan review for the first house to be built in the Ludlow Cove development. Mr. Regan found this plan insufficient and requested Mr. Baker to review and comment for the PLDD.

The next regularly scheduled meeting of the Drainage District will be held on 8 July 2004.


The 24 June 2004 meeting adjourned at 11:10 AM.

Respectively Submitted:



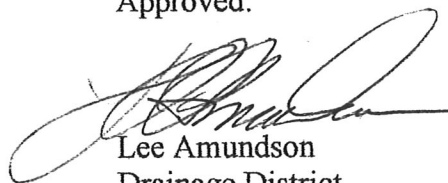
James Laker  
Drainage District  
Secretary

Approved:



Richard Regan  
Drainage District  
Chairman

Approved:



Lee Amundson  
Drainage District  
Treasurer