

Port Ludlow Drainage District

Post Office Box 65261
Port Ludlow 98365

Minutes of the 72nd Regularly Scheduled Meeting
10 AM, 10 March 2005

Call to order and Approval of Minutes:

The 72nd regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order by the Chairman Richard Regan.

Expenses:

The PLDD Commissioners approved Drainage District expenses that have accrued from 10 February to 10 March 2005 for the total amount of \$ 19,826.18. A breakdown of this total is shown below:

Voucher Number	Amount	Item Description
05-017	6,108.49	DEPT. OF ECOLOGY
05-018	13,392.69	GRAY & OSBORNE
05-019	125.00	KNAUSS LAW FIRM
05-020	200.00	VIRGINIA BROWN

Public Forum:

Judith Morris, County Treasurer, stated that this year only one call was received pertaining to the Drainage District issues after the county sent out the tax statements. The call came from a person new to the area. There were absolutely no complaints about the amount and/or the formula of the PLDD assessment. Commissioner Laker reported a few phone inquires about PLDD assessment. He also reported no complaints.

Commissioner Amundson reported a letter from the county auditor's office informing the PLDD of a county conversion to a new computer system. All vouchers now have to be submitted to the office by 9 am on Thursday to be approved. That means that there will be a one-week delay in voucher payment unless the PLDD changes their meeting date. Following discussion, the commissioners agreed not to change their meeting date at this time.

Old Business:

1. Discussions were held pertaining to the Oak Bay Road Conveyance Repair Project Phase III. Commissioner Regan reported that the county commissioners have signed an agreement for financial participation in this project. The county will reimburse the PLDD up to \$11,637 in project costs based on a project pay estimate. Discussion followed.

Mr. Baker reported considering Commissioner Regan's comments on hydraulic issues. His analyses showed no anticipated problems in that area. Mr. Baker brought in the latest set of plans. Technical discussion of the plans followed. Final plans will be forwarded to the county for a review. Next step will be acquiring a right of way access permit from the county. Once the permit is issued, the project will be advertised later this month for an April pre-construction walk-through meeting and a May bid opening. The contract should be awarded in June and completed before the end of August.

Following further discussion, Commissioner Amundson moved to direct Mr. Baker to send out Phase III advertising package by the end of March. Seconded by Commissioner Laker, this motion carried by a unanimous vote.

2. A county inspector training session was held last month. Following a presentation made by Mr. Baker, the attendees visited several on-going construction projects. Commissioner Regan suggested setting up a meeting with Al Scalf, Department of Community Development Director, to talk about integrating PLDD recommendations into county building inspection process. Mr. Baker will contact the county to set up a meeting with Mr. Scalf.
3. Discussions were held pertaining to the large greenbelt project scheduled to be designed this year. The area has been surveyed. The surveyors shot the location of each individual tree over 8" in diameter. Mr. Baker was directed to try to save as many trees as possible while planning and, in the future, executing this PLDD project. The survey is expected to be available within a week. Mr. Baker was directed to prepare a preliminary layout of this greenbelt project for the next meeting. A copy will be given to the LMC Greenbelt Committee and Port Ludlow Village Council Trails Committee for a review. Discussion followed.
4. John Van Zonneveld, Vice-president of the Ludlow Maintenance Commission, reported on the progress of the greenbelt restoration project. Nursery stock will be brought in and planted by the staff of the Four Corners Nursery next week.
5. Commissioner Regan reported submitting PLDD letter of comment on Ludlow Cove Division II plans to the county department of community development. Discussion followed.
6. The commissioners have received more applications for 2005-2006 PLDD Small Works and Engineering Services Rosters. Applications deadline was February 28, 2005.

New Business:

1. Commissioner Regan reported receiving a drainage plan review for a new house construction on the Helm Lane lot # 32. Having reviewed the plans, Mr. Regan

discovered a drainage problem that had to be addressed by the PLDD. The situation is similar to the previously analyzed Olympic Lane case. Mr. Baker presented several solutions to the drainage situation on Helm Lane and estimated the costs. He recommended asking the property owner to grant PLDD a drainage easement to install the pipe at the time of the construction. The commissioners discussed offering the owner to share the costs of this project by paying for the material needed to reroute the water from the lot. Ted Knauss, PLDD attorney, will be consulted before any agreement regarding this project is signed. Following discussion, Commissioner Regan made a motion to accept an easement of a ten foot strip on the north side of the Helm Lane lot # 32 and pay for material to put in a catch basin and a twelve inch pipe down through the easement described. This motion was seconded and carried. Mr. Baker will take care of easement preparation next week.

2. The commissioners discussed their summer meeting schedule. Following discussion, it has been decided not to hold another meeting in March and further discuss this subject at the first April PLDD meeting.
3. The commissioners discussed obtaining drainage easements for all the pipes that lead down from Montgomery Lane and Condon Lane to the bluff. The easements have been written and will be updated. Most of those easements are owned by the LMC. Discussion followed.
4. Commissioner Regan reported preparing requirements for a drainage plan approval. Commissioner Amundson made a motion to approve this document and forward it to the LMC to be included into Architectural Control Committee construction review package. Seconded by Commissioner Laker, this motion carried. The PLDD will continue reviewing drainage plans submitted for an ACC review. Discussion followed.

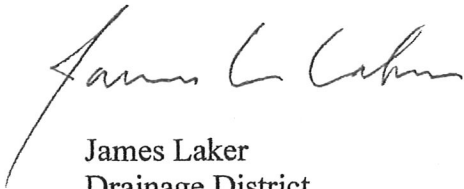
The next regularly scheduled meeting of the Port Ludlow Drainage District will be held on 14 April 2005.

The 10 March meeting adjourned at 11:35 AM.

Respectfully Submitted:

Approved:

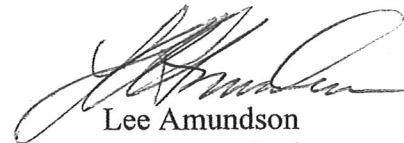
Approved:



James Laker
Drainage District
Secretary



Richard Regan
Drainage District
Chairman



Lee Amundson
Drainage District
Treasurer