

Port Ludlow Drainage District

Post Office Box 65261

Port Ludlow 98365

Minutes of the 78th Regularly Scheduled Meeting
10 AM, 14 July 2005

Call to order and Approval of Minutes:

The 78th 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 being approval of the minutes of the regular 23 June 2005 meeting. The minutes were approved as written.

Expenses:

The PLDD Commissioners approved Drainage District expenses that have accrued from 9 June to 14 July 2005 for the total amount of \$ 13,134.30. A breakdown of this total is shown below:

Voucher Number	Amount	Item Description
05-041	\$800.00	LMC
05-042	\$110.00	KNAUSS LAW FIRM
05-043	\$11,678.05	GRAY & OSBORNE
05-044	\$7.43	L&I
05-045	\$221.64	OLGA WILSON
05-046	\$36.72	BANK OF AMERICA
05-047	\$280.46	VIRGINIA BROWN

Public Forum:

Commissioner Regan directed Barry Baker, PLDD engineer, to send all UPS deliveries to his residential address, and send all US Mail to the PLDD post office box.

Old Business:

1. The date of the hearing for the Ludlow Bay Village has not been determined. Mr. Baker and at least one of the Commissioners will personally attend that hearing to state their case.
2. PLDD response to Ludlow Cove Phase II (Trendwest Development) application has been signed and sent to the county earlier this month. The PLDD will be given an opportunity to review and approve drainage before county building permits for this development are issued. The hearing date for this application has not been determined.

3. The contract for the Oak Bay Road Conveyance Repair Project Phase III has been signed by Seton Construction of Port Townsend and is expected to be available for the commissioners to sign later this week. Once the contract is signed, Mr. Baker will set up a pre-construction meeting and send out a notice to proceed.
4. Discussions were held pertaining to the Comprehensive Plan update. Mr. Baker brought in a revised list of capital improvement projects, showing four projects PLDD has completed or got under contract to date. Project priorities will be further discussed and reassigned. Cost estimates and additional text summarizing added projects will also be drafted to be included into Comprehensive Plan update. Mr. Baker asked commissioners to review provided information for accuracy and completeness.
5. Discussions were held pertaining to the large greenbelt project. Commissioner Regan submitted his comments on phases and channel relocation. Prolonged technical discussion followed. Mr. Baker is still working on laying out project options. No recommendations are ready to be made. The commissioners will walk the greenbelt with representatives of GBC and LMC after their next (July 28) meeting to further discuss this project on site.

The existing drainage channel is running through four vacant lots. Mr. Baker was directed to draft a letter of notification to the owners of those lots describing the present situation and the essence of the large greenbelt project. He was also directed to draft a letter of notification to the owners of all properties adjacent to this greenbelt advising them to come to the meetings or visit the PLDD web site for more information regarding this project.

Mr. Baker brought in a design memo identifying four phases of this project, and explaining assumptions behind the removals, possible trail relocation and restoration, and cost estimates. This memo is an executive summary of all discussions held with regards to the large greenbelt project prior to this PLDD meeting. LMC got a copy of this document.

6. Pre-construction meeting for Adventurer Lane project will be held later this month. The work will be done in August.
7. Commissioner Amundson reported receiving an application package from PLDD possible new insurer. The only problem with the policy as presently written is absence of liability bonds for the PLDD commissioners. The commissioners may hold a special meeting to discuss the policy once the bond situation is cleared with the insurer. Present PLDD insurance policy expires in September. Treasurer Amundson took a few minutes to explain present PLDD coverage, and why it is inadequate to the needs of this District.
8. Mr. Baker brought in a list of small existing drainage channels within drainage easements, complete with maintenance cost estimates and location map. The areas identified are divided into light and heavy maintenance areas depending on their

present condition. The list compiled by Mr. Baker has not included areas that will be affected by large capital improvement projects. He was directed to add those to the list and assign priorities, creating a complete maintenance program for the district's use. Maintenance should be done in the fall. Following discussion, by a motion duly made, seconded, and carried, the commissioners directed Mr. Baker to draft a five-year open-end unit-price contract for the maintenance of the PLDD drainage channels with an option to terminate and cost of living escalation adjustment. The contract will be reviewed by PLDD attorney.

Recess: This meeting went into recess at 11:30 AM and reconvened for business at 11:35 AM.

9. Treasurer Amundson reported contacting the company maintaining PLVC and LMC web sites. Annual services charge for site maintenance is \$125 plus a \$19.95 domain name fee. Treasurer Amundson advised against signing PLDD web site up for additional search engines. Some software might be needed. Having made his recommendations, Treasurer Amundson made a motion to commit up to \$500 for setting up a PLDD web site with ibru.com. Following brief discussion, motion carried.
10. Mr. Baker stated that drainage problem at Admiralty condominiums is caused by a plugged footing drain. However, it is also his professional opinion that PLA proposed installation of a detention pond above the Admiralties parking lot will increase the pressure and cause more ground water to come out through the cracks in the parking lot pavement escalating another already existing problem. Mr. Baker's written report will follow.

New Business:

1. Mr. Baker advised the commissioners that PLDD responsibilities for Hazard Mitigation Plan are due for an update. He was directed to comply.
2. Discussions were held pertaining to a clear-cut request for a vacant Pioneer Drive lot # 2-3-112 submitted to the Architectural Control Committee earlier this month. The ACC asked PLDD for a professional opinion on the effects of such a proposal on the drainage. The PLDD agreed that clearing should not be allowed unless the owner of the lot installs and maintains an engineered drainage system preventing the run-off from flooding the downstream properties. Mr. Regan will prepare a written response for the ACC.

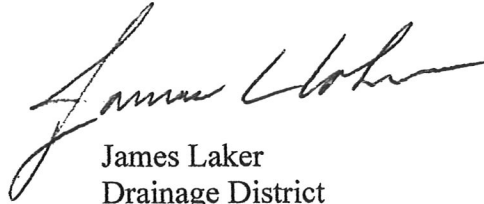
Requested Drainage Inspections:

Immediately following this meeting the commissioners and Mr. Baker visited two sites to assess reported drainage problems: 10 Harms Lane and 78 Goliah Lane. The results of these inspections will be reported at the next (July 28) PLDD meeting.

The next regularly scheduled meeting of the Port Ludlow Drainage District will be held on 28 July 2005.

The 14 July 2005 meeting adjourned at 12:15 PM.

Respectfully Submitted:



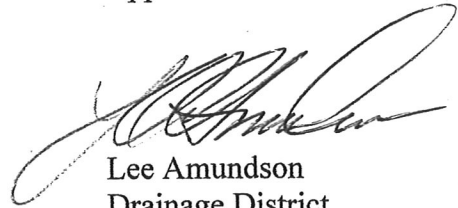
James Laker
Drainage District
Secretary

Approved:



Richard Regan
Drainage District
Chairman

Approved:



Lee Amundson
Drainage District
Treasurer