

Port Ludlow Drainage District Assessment System County Engineer's Review

Port Ludlow Drainage District Background

The Port Ludlow Drainage District was formed by a vote of property owners in north Port Ludlow in 2000. In July 2001, the Port Ludlow Drainage District Commissioners submitted an assessment system to Jefferson County for review and approval. The Board of County Commissioners held a public hearing on the assessment system in July 2001 and adopted the initial assessment system in August 2001 under Jefferson County Ordinance No. 04-0815-01.

In July 2003, the District Commissioners requested revisions to the assessment system based on information in the Drainage District's Comprehensive Stormwater Management Plan and from public input. The Board held a public hearing and adopted a revised assessment system in August 2003 under Jefferson County Ordinance No. 07-0825-03.

In their letter to the Board dated July 18, 2008 the Drainage District Commissioners requested that the County review the existing assessment system and approve an ordinance adopting it. The assessment system is shown in Appendix 1. Assessment System Calculation Method of the attached draft Ordinance.

Assessment System Requirements

RCW 85.38 sets forth the requirements for establishing and reviewing the Drainage District's assessment system and the County's responsibilities for this process. The County's role is limited to establishing and periodically reviewing the assessment system.

RCW 85.38.160 requires the County Engineer to review the proposed assessment system. The Board is required to hold a public hearing and approve an ordinance adopting the assessment system. The assessment system needs to be reviewed every four years. The Board is required to approve the assessment system on or before September 1.

RCW 85.38.160 requires the assessment system to be designed to generate \$1,000 of revenue for the Drainage District by distributing a portion of the \$1,000 to the parcels in the District. The actual assessment for each parcel is determined by the District through its budget process. The County does not have authority to review and approve District budgets.

On or before December 1 the Drainage District Commissioners must adopt a budget for the succeeding year and levy assessments sufficient to fund the budget. The District sends a copy of the budget to the County Commissioners and the County Treasurer. The assessments are due at the same time as property taxes.

The County may charge the Drainage District for its costs incurred in reviewing and approving the assessment system. The County Treasurer may also impose a fee for collecting the assessments, not exceeding one percent of the assessments.

County Engineer’s Recommendation

The Public Works Department has reviewed the Port Ludlow Drainage District assessment system as shown in the attached Appendix 1. Assessment System Calculation Method and determined that it meets the requirements of RCW 85.38. The Department recommends that the Board of Commissioners approve the attached ordinance adopting the District’s assessment system.

Monte Reinders, PE
County Engineer

Date