

**Special Meeting Agenda**  
**PUD Board of Commissioners**  
Tues, Dec 1, 2020 10:00 AM  
online via webex  
Port Townsend, WA 98368



To join online go to: <https://jeffpud.my.webex.com/meet/JPUD>. Follow the instructions to login. Meetings will open 5 minutes before they begin. CALL IN #: Dial 360-379-5833. No additional log-ins needed.

Page

**1. Call to Order**

Per the Governor's Extended Proclamation 20-28 and in response to the COVID-19 Pandemic, Jefferson County PUD is no longer providing an in-person room for meetings of the BOC. All meetings will be held remotely via Webex until otherwise informed by the Governor. Participant audio will be muted upon entry. Please unmute at the appropriate time to speak. If you are calling in, use \*6 to mute and unmute.

**2. Agenda Review**

**3. Presentations**

3.1. Shine Plat LUD No. 17

2 - 6

[Agenda Report-Fixing Shine Plat LUD No.17 hearing date 201201](#) 

[LUD Petition Boundary Map](#) 

[Resolution 2020-024 Setting of LUD Hearing Date for LUD No. 17](#) 

3.2. Sale of W Street Property

**4. Discussion**

**5. Executive Session**

Per RCW 42.30.110 (b), to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price and RCW 42.30.110 (1)(g), to evaluate and review the performance of a public employee.

**6. Adjourn**



## **AGENDA REPORT**

**DATE:** December 1, 2020  
**TO:** Board of Commissioners  
**FROM:** Samantha Harper, P.E., Engineering Director  
**RE:** Adopting a date to fix a hearing for the Shine Plat Local Utility District (LUD) No. 17

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**SUMMARY:** Staff requests the Board of Commissioners set a date for the hearing on the formation of LUD No. 17 for the Shine Plat.

**BACKGROUND:** In 2016, Public Utility District No. 1 of Jefferson County (PUD) performed a Feasibility Study – Consolidation of the Bywater Bay Water System and the Shine Plat Water System which was prepared by Washington Project Consultants, PLLC and funded through a grant from the Department of Health (DOH). Among other findings, the consolidation study proposed water system improvements which need to be completed prior to the consolidation of the Shine Plat Water System (Water System ID #05820) into the Bywater Bay Water System (Water System ID #02043).

In 2017, the PUD was petitioned by the residences of the Shine Plat Water System to form a Local Utility District (LUD) as the funding mechanism to finance the water system improvements.

As approved by the BOC, staff applied for the 2020 Department of Health Drinking Water State Revolving Fund loan in the amount of \$490,000 for design, permitting and construction of the water system improvements needed for consolidation of the Shine plat water system into the PUD’s Bywater Bay Water System.

Staff can be ready with the information needed for the LUD formation hearing by early March 2021. Staff would like to review and select potential hearing dates with the BOC to amend (i.e. provide a write in prior to adoption) Resolution20-024 with a fixed date for the hearing.

**ANALYSIS/FINDINGS:** None

**FISCAL IMPACT:** None

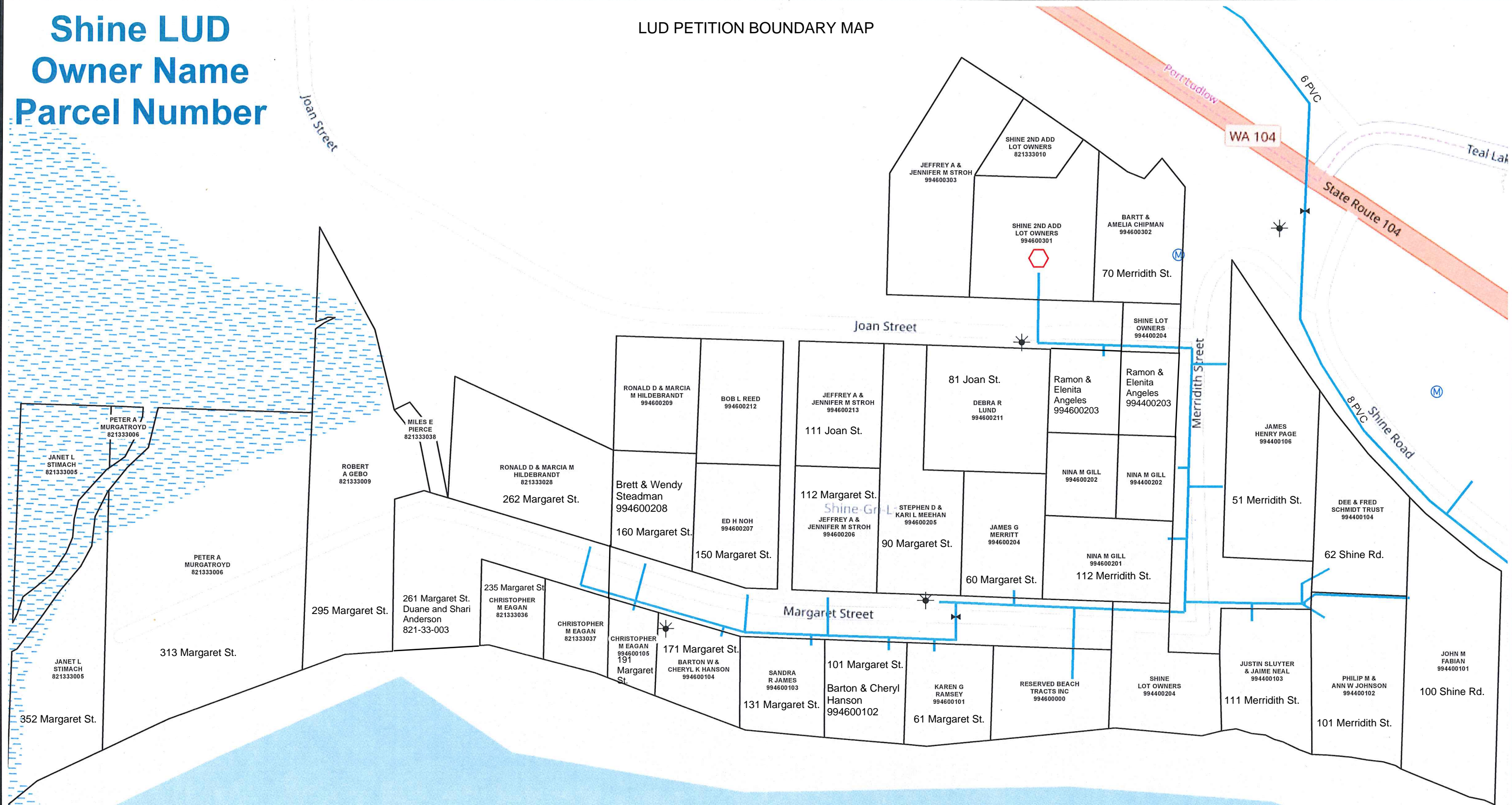
**RECOMMENDATION:** Staff is recommending that the Board adopt a fixed date for the hearing on the formation of the Shine Plat LUD No. 17.

**Attachments:** Resolution 20-024  
LUD Petition Boundary Map



# Shine LUD Owner Name Parcel Number

## LUD PETITION BOUNDARY MAP



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**PUBLIC UTILITY DISTRICT NO. 1  
OF  
JEFFERSON COUNTY**

**RESOLUTION NO. 2020-024**

A RESOLUTION of the Board of Commissioners of the Public Utility District No 1 of Jefferson County, Washington (“the PUD”), establishing a date for a Hearing for the Shine Plat Local Utility District (LUD) No. 17.

WHEREAS, in 2016, Public Utility District No. 1 of Jefferson County (PUD) performed a Feasibility Study – Consolidation of the Bywater Bay Water System and the Shine Plat Water System prepared by Washington Project Consultants, PLLC and funded through a grant from the Department of Health (DOH); and

WHEREAS, among other findings, the consolidation study proposed water system improvements needed to be completed prior to the consolidation of the Shine Plat Water System (Water System ID #05820) into the Bywater Bay Water System (Water System ID #02043); and

WHEREAS, in 2017, the PUD was petitioned by the residences of the Shine Plat water system and residences outside the Shine Plat water system to form a Local Utility District (LUD) as the funding mechanism to finance the water system improvements;

WHEREAS, the PUD staff reviewed the petition request and as required by RCW 54.16.140, the petition was signed by ten percent of the owners of land within the LUD boundary;

WHEREAS, the PUD staff recommends the Shine Plat LUD No. 17 establish a hearing date the first part of March 2021; and

WHEREAS, pursuant to RCW 54.16.140, the formation of LUD has been initiated by petition signed by ten percent of owners of land as has been provided to the Board of Commissioners of the PUD,

WHEREAS, the Board of Commissioners has accepted the petition, and is establishing a date for the formation of the LUD No. 17; and

WHEREAS, the Board of Commissioners are prepared to establish a date for a hearing and adopt procedures consistent with RCW 54.16.140.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Public Utility District No. 1 of Jefferson County, Washington as follows:

The PUD adopts the \_\_\_\_\_ day of \_\_\_\_\_, 2021 as the hearing on the formation of the Shine Plat LUD No. 17. Staff is directed to prepare all notices for publication and final paperwork in the event the petition is successful.

The Board of Commissioners directs the PUD to provide a minimum of two weeks notice to all affected residents of the Shine Plat regarding the formation of LUD No. 17, and further if a majority of the owners of land in the area of the LUD do not file a petition protesting the improvement prior to twelve o'clock noon of the day of the hearing to the secretary of the Board of Commissioners, the Board of Commissioners may adopt a resolution creating LUD No. 17 and further ordering the improvements.

ADOPTED by the Board of Commissioners of Public Utility District No. 1 of Jefferson County, Washington, at a regular open meeting held this \_\_\_<sup>st</sup> day of December 2020.

\_\_\_\_\_  
Dan Toepper, President

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Kenneth Collins, Vice President

ATTEST:

\_\_\_\_\_  
Jeff Randall, Secretary