

Minutes of the 119<sup>th</sup> Regularly Scheduled Meeting  
10:00 a.m., 14 August, 2008

**Call to order:** The 118<sup>th</sup> regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order by Chairman, Commissioner Leland Amundson at 10:02 a.m.

PLDD Commissioners present were Leland Amundson and James Laker.

The minutes of the regularly scheduled 10 July, 2008 meeting were approved as submitted.

**Expenses:**

The PLDD Commissioners discussed and approved Drainage District expenses that accrued from 9 July 2008 to 13 August 2008 for the total amount of \$54,582.65. A breakdown of this total is shown below:

Voucher Number	Item Description	Amount
08-042	GRAY & OSBORNE	\$ 5,428.39
08-043	WALTER CAIRNS	\$ 140.00
08-044	LEE AMUNDSON	496.22
08-045	SUSAN BARTKUS	155.84
08-046	SETON CONSTRUCTION	45,310.40
08-047	VIRGINIA BROWN	200.00
08-048	ENDURIS WASHINGTON	2,635.00
08-049	LMC	216.80

**Public Forum:**

- Mary Babaian owner of Lot # 1-2-035, Condon Lane asked whether the North Condon/Montgomery Lane Improvement project would be extending to the end of the road to the Water Treatment Plant as her lot is near that location and she has experienced some runoff onto her property during heavy rains. PLDD Engineer Barry Baker answered that there wasn't a feasible way to tie into the system at that point and that to alleviate the condition she would have to potentially build up the landscaping, put in a trench or curtain drain and then tie into the downspouts. Ms. Babaian stated that she did observe exposed pipe one day during very heavy rain and had contacted Jefferson County who then came and cleaned the ditch out. Mr. Baker said that the ditch maintenance at that location is Jefferson County's responsibility and that he would notify Monte Reinders that the pipe is still exposed there.
- Vaughn Bradshaw Ludlow Maintenance Commission (LMC) Architectural Control Committee (ACC) member inquired about whether the drainage plan application for Stacy and Rene Ritch owners of Lot # 1-3-042, Evans Lane, was being addressed. PLDD Commissioner James Laker looked at the Drainage Plan and noted that PLDD Commissioner Walter Cairns had made notations that Mr. Ritch needed to obtain an easement from the Greenbelt Committee (GBC) prior to PLDD approval.

**Old Business:**

1. The **Montgomery/Condon Lane Drainage Improvement Project** was discussed, with Engineer Barry Baker reporting that the project is progressing well and that Seton Construction has completed installation of the major portion of pipe. The system is now functioning with concrete work, finish work and clean up of debris remaining. The contractor, Seton, will be moving onto Condon Lane soon. Mr. Baker stated that many residents have told him that they are very pleased with the work that has been completed thus far. Bud Kerns, owner of Lot # 2-1-038, Montgomery Lane was present at this meeting and commented that all members of the construction crew are always busy and that they really impress him. Mr. Baker reports that the project will take a total of forty-five (45) working days to complete. Resident Dwayne Wilcox, Lot # 2-1-049 Montgomery

Lane, thanked the PLDD, the GBC and especially Mr. Baker for the work, he is very happy with the improvements. Mr. Baker also handed in a copy of the progress estimate for the work done so far by Seton Construction.

2. Engineer Baker reported that the **Baldwin Lane Feasibility Study** (a repair using expandable foam adhering to metal to re-channel water flow) is almost complete, test foam has been removed and a reduction in flow should be noticed soon.
3. The **McCurdy Lane Easement** project was discussed, with Mr. Baker commenting that the contract has been awarded to Seton Construction, the Notice to Proceed has not been given as yet but he anticipates that Seton will begin construction next week.
4. Discussion was held pertaining to the **PLDD/ Jefferson County Administrative Rule Agreement**. A draft agreement has been under construction but Mr. Baker reported that there have been no new developments other than Jefferson County inquiring as to the extent of involvement desired by the PLDD in owning and operating public and/or private drainage matters. Mr. Baker advised Jefferson County that the PLDD does not want to be involved in private matters, but public common facilities used by multiple lots are properties that PLDD would want to oversee. Significant progress has been made on the draft of a written agreement between Jefferson County Planning Staff and the PLDD. Barry Baker reports that there has been a lot of communication between Jefferson County and himself regarding revisions which will include commercial developments as well as plats and private residences, with Jefferson County being responsible for inspections. Mr. Baker anticipates that this draft will be finalized soon. Since April, 2008 the PLDD has been working with the Planning Staff to comprise what would best serve both entities regarding the Status of proposed UDC changes that were submitted to the county in April of 2006 by the PLDD, regarding the preference of Jefferson County to use infiltration, which is not optimal in the Port Ludlow Drainage District. Direct discharge is the preferred means of drainage here, with dispersion second and infiltration last. The PLDD had been advised to go through an administrative change via Jefferson County Planning Staff for these changes rather than a UDC Amendment, in which case the County would be forced to charge high fees. PLDD Commissioners agreed that whatever the case, a written agreement of some form needed to be obtained.
5. Plans and funding for the **Wastewater Treatment Ditch** have been postponed until 2009. This issue will be taken off the agenda for the time being.
6. The **Rainier to Oak Bay Greenbelt Drainage** project was discussed. Mr. Baker reports that he is currently working on the budget to move forward with this project, as directed by PLDD Commissioners, and that Gray and Osborne have applied for Public Works Trust Fund (PWTF) loan on behalf of the PLDD. Chairman Commissioner Amundson explained for guests of this meeting the problems concerning drainage from the Greenbelt area that runs from Rainier to the junction of Oak Bay and Swansonville Road and currently drains to Walker Way, which is unable to handle the flow. Corrections to repair this would run into several hundred thousand dollars, therefore a PWTF loan would allow the PLDD to repair this area sooner and at a rate which would actually lower assessments. Currently, capital improvement projects are budgeted at \$100,000.00 per year, if the PWTF loan is chosen; this budget could drop by about \$60,000.00 annually. Chairman Amundson also reviewed the terms of a PWTF loan. These are low-interest loans to local governments that have critical public works needs; eligible activities include repair, replacement, reconstruction and improvement of eligible public works systems to meet current standards for existing users. As a Special Purpose District, the PLDD would be eligible for a PWTF loan of up to \$1,000,000.00 for the Pre-Construction loan with an interest rate of ½% with 15% matching funds, for five (5) years. This could then be rolled into a Construction loan with the same percentage rates for twenty (20) years.
7. Letters will be mailed today (the day of this meeting) to notify Lot owners of the **Assessment Methodology Review as per RCW 85.38** reports engineer Barry Baker. Jefferson County Council will be meeting August 29, 2008 at 10:00 a.m. at the County Courthouse, 1820 Jefferson St., Port Townsend, Washington. The county will decide at that time whether to change the current PLDD methodology for calculating assessments, or to approve its use for another four years.

#### **New Business:**

- There will be a public hearing concerning Ludlow Cove I on August 22, 2008
- ACC members Jim Boyer, Eve McDougall and Vaughn Bradshaw commented on a field site visit on Fleet and Pioneer concerning tree removal requests for Pioneer Drive and Montgomery Lane. Engineer Baker recommended that anything along the bluff needs to be maintained. Commissioners re-iterated their

position that the PLDD cannot approve nor disapprove of tree removal, only that trees do hold water. The PLDD cannot determine what would happen if an individual tree is taken out, an estimate could be given over acreage but these decisions belong to the ACC and Jefferson County.

- Port Ludlow resident Anita Weakley stated that cumulatively removing trees does make a difference she urged all to continue to help maintain and support conservation of trees, thereby reducing bluff erosion.

The next regularly scheduled meeting of the Port Ludlow Drainage District will be held on Thursday September 11, 2008 at 10:00 a.m., at the Beach Club in the Bay View Room.

The August 14, 2008 meeting adjourned at 10:44 a.m.

Respectfully Submitted:

Approved:

Approved:

James Laker  
Drainage District  
Secretary

Walter Cairns  
Drainage District  
Commissioner

Lee Amundson  
Drainage District  
Chairman & Treasurer