

**Port Ludlow Drainage District**  
**Post Office Box 65261**  
**Port Ludlow 98365**

Minutes of the 113<sup>th</sup> Regularly Scheduled Meeting  
10:00 a.m., 14 February, 2008

**Oath of Office Given to Walter Cairns by Donna Eldridge:** Commissioner Walter Cairns officially pledged and signed his Oath of Office as a Port Ludlow Drainage District Commissioner Position Number One as given and witnessed by Jefferson County Auditor Donna Eldridge.

**Call to order:** The 113<sup>th</sup> regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order at 10:00 a.m. by the Chairman, Commissioner Leland Amundson with the first order of business being approval of the minutes of the regularly scheduled 10 January 2008 meeting. The minutes were approved as written.

**Expenses:**

The PLDD Commissioners discussed and approved Drainage District expenses that have accrued from 10 January 2008 to 13 February for the total amount of \$5,345.61. A breakdown of this total is shown below:

Voucher Number	Item Description	Amount
08-001	SUSAN BARTKUS	126.98
08-002	LMC	433.60
08-003	WALTER CAIRNS	76.10
08-004	US TREASURY	353.22
08-005	KNAUSS LAW FIRM	55.50
08-006	GRAY & OSBORNE	4,081.75
08-007	VIRGINIA BROWN	218.46

**Public Forum:**

- Greenbelt Committee (GBC) Co-Chairpersons Jack Riggen and Larry Scott attended this meeting to specifically confer with Port Ludlow Drainage District (PLDD) Commissioners concerning GBC activity between Rainier, Oak Bay Road, Swansonville Road, and Walker Way in the Green Belt area. They believe actions they took to remove debris and re-channel water run-off, reduced ponding and saturation of water that was accumulating in that area. PLDD Commissioners and PLDD Engineer Barry Baker advised the GBC Chairpersons that these areas have been surveyed and some of this activity occurred on, and therefore affected private property. Though this activity, in the GBC Chairpersons opinions, seemingly relieved saturation, it could potentially channel water to areas that would not be able to handle the flow and therefore risk creating potential liability issues to the Ludlow Maintenance Commission (LMC).
- GBC Chairperson Jack Riggen questioned PLDD constructability design and future plans to be conducted in the Greenbelt area near Swansonville and Walker Way. Mr. Riggen also requested that when this work does begin, that the GBC volunteer network be utilized. PLDD Chairman Commissioner Lee Amundson informed GBC Co-Chairs that these were preliminary plans and will definitely be changed prior to work being undertaken. The final plans won't be available for a few years and will determine the type of construction methods to be used. Every effort will be used to retain the trees and vegetation as much as possible.

**Old Business:**

1. Discussions were held pertaining to the **Montgomery Lane Drainage Improvement Project** (pipe between lots 51 and 52). Engineer Barry Baker brought design and contract specifications to this meeting for PLDD Commissioners review; this will be a co-operative project with Jefferson County Public Works. The PLDD portion of the design as submitted previously by Mr. Baker will remain the same, with the portion funded by

- Jefferson County to be five (5) driveway placement crossings and eighteen (18) inch pipe to get them into the system. An inter-local agreement for PLDD and Jefferson County will be prepared by the next meeting. Engineer Baker addressed questions from the public and the PLDD Commissioners regarding location, pipe placement, grading, water flow, and connectivity. Mr. Baker expects bids to be submitted in April with construction taking place throughout July, August and September for approximately six (6) weeks. Chairman Commissioner Amundson was pleased to note the cost at \$37,498.00 is under the budgeted \$50,000.00.
2. The **Baldwin Lane Feasibility Study** was discussed; Engineer Baker did a preliminary experiment with expandable foam, to see if it would adhere to the metal, it did, he will now go back and finish it when the weather is dry. Mr. Baker previously noted water flowing, and creating a small channel, which he manually diverted. Mr. Baker reports that this area could use a more controlled solution to re-direct the flow back into the system.
  3. Engineer Barry Baker brought **McCurdy Lane Easement** plans and reviewed them with PLDD Commissioners. Mr. Baker reported that easements need to be obtained from Lot numbers 118, 123, and 126. A utility easement is owned by Olympic Water and Sewer (OWS) for Lots beginning at 119-122, so OWS will be contacted for permission. Mr. Baker will obtain the needed easements, prepare a contract option, and an approval to advertise, all to be submitted at the next meeting; he reports that currently the cost estimate is \$25,000.00 to \$27,000.00.
  4. PLDD Chairman Commissioner Amundson reported attending a Jefferson County Planning Commission meeting with Mr. Baker to check on progress concerning the **Status of proposed UDC changes** that were submitted to the county in April of 2006 by the PLDD. This is 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. Mr. Baker reports that Jefferson County Commissioners told Public Works staff and the Planning Staff to get together with PLDD and work out what will best serve both entities. Stacy Hoskins, the Planning Manager, would be the planner to contact, as she was at the meeting and was directed look into it. Mr. Baker thinks it would be best for PLDD to continue contacting the Planning Commission. Chairman Amundson will contact Ms. Hoskins, to try to work together on a resolution.
  5. Discussions were held pertaining to the **North Condon Lane Catch Basin Improvement Project**. Mr. Baker notified Jefferson County of the plugged driveway culverts, once this is done putting in a catch basin in that area is very feasible. Mr. Baker estimates that the cost will be \$4,000.00 to \$5,000.00 to complete, he will try to bundle it with another project to minimize the mobilization cost, possibly with the Montgomery Lane Improvement project.
  6. The Machiais Loop property belonging to **Cindy and John Orchanian** (lot # 1-5-010) was discussed. Considerable runoff from a 30 foot rock drain reserve overflows onto their property. Commissioners have visited the site and agree that this heavy overflow needs attention. Engineer Baker also visited the site and noted that the drainage that comes through the roadside ditch needs to be directed to the rock rip rap, sediment built up in the ditch obstructs flow. This project could be done by a small works roster, but as requested by PLDD Commissioners, Mr. Baker will check the plat to see if an easement is in place or would need to be obtained prior to work being conducted.
  7. Commissioner Walter Cairns briefly commented on a need for **Drainage Plan** specification requirements in the LMC Architectural Control Committee (ACC) Building Packets, thereby notifying builders and/or homeowners of exactly what needs to be submitted for PLDD review.

### **New Business:**

- As directed by Commissioner Walter Cairns, a recording was played of Port Ludlow Associates (PLA) attorney Marco Desosylvas address to the **Hearing Review Board**, commenting that PLA would not have to consider PLDD an authority in approving PLA's plans to construct a water detention pond for the Admiralty III project, PLA believes they are grandfathered into the 1992 DOE manual. After listening to the recording, Chairman Amundson reported speaking with Diana Vreeland of PLA, who stated that PLA would be amenable to Gray and Osborne and PLA's engineering firm (ESM) meeting together to consult and work out an agreement after the hearing examiner makes a decision. Commissioner Cairns requested that when a meeting does occur that Engineer Baker be in attendance. Mr. Baker stated that during the recording, the PLA stated they would strive to achieve the guidelines of both DOE manuals; he would be comfortable with this.
- A seven (7) minute segment of the recording of GBC Co-Chairperson Jack Rigger's last report to the LMC

(January 19, 2008) was reviewed; his comments on GBC actions, and PLDD plans were discussed during the Public Forum portion of today's PLDD meeting. GBC Co-Chairperson Larry Scott again reviewed with PLDD Commissioners areas within the GB where GBC had concerns. PLDD Commissioners James Laker and Walter Cairns pointed out that installation of rip rap areas had been installed prior to PLDD being formed. In the future, impact to the entire area would have to be considered prior to any actions being undertaken. Commissioner Laker thanked Mr. Scott for his input and for attending.

- Plans to Review Admiralty III, and Request for Advice for 211 Condon Lane were discussed previously during this meeting.

The next regularly scheduled meeting of the Port Ludlow Drainage District will be held on Thursday March 13, 2008 at 10:00 a.m., at the Beach Club in the Bay View Room.

The February 14, 2008 meeting adjourned at 12:09 p.m.

Respectfully Submitted:

Approved:

Approved:

James Laker  
Drainage District  
Secretary

Walter Cairns  
Drainage District  
Commissioner

Lee Amundson  
Drainage District  
Chairman & Treasurer