

# Port Ludlow Drainage District

Post Office Box 65261

Port Ludlow 98365

Minutes of the 69<sup>th</sup> Regularly Scheduled Meeting  
10 AM, 9 December 2004

## Call to order and Approval of Minutes:

The 69<sup>h</sup> regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order by the Chairman Richard Regan. The first order of business was approval of the minutes of the 11 November 2004 regularly scheduled meeting and 16 November special meeting. Minutes were approved as written.

## Expenses:

The PLDD Commissioners approved Drainage District expenses that have accrued from 11 November to 9 December 2004 for the total amount of \$2985.17. A breakdown of this total is shown below:

| Voucher Number | Amount    | Item Description                     |
|----------------|-----------|--------------------------------------|
| 04-074         | \$1685.74 | Gray & Osborne, Inc.                 |
| 04-075         | \$200.00  | Rent (Ludlow Maintenance Commission) |
| 04-076         | \$21.80   | Port Townsend Leader                 |
| 04-077         | \$152.38  | Payroll (Wilson)                     |
| 04-078         | \$25.25   | Payroll Taxes (Bank of America)      |
| 04-079         | \$200.00  | Bookkeeping (Brown)                  |
| 04-080         | \$700.00  | Commissioners' Expenses (Laker)      |

## Public Forum:

Dean Nelson, LMC Greenbelt Committee Chairman, presented GBC plan for restoration and maintenance of the greenbelt areas effected by the Oak Bay Road Conveyance System Repair Project. Having presented the plan, Mr. Nelson submitted to the Commissioners a request for \$1300 to pay for the plants and planting. Plants were chosen and agreed upon by the GBC and the owners of the properties adjacent to the greenbelt. During the discussion that followed Mr. Nelson's presentation, a safety concern was raised with regards to the bluff area now visible from the road. Mr. Nelson will discuss this issue with the GBC at their next meeting. Discussions were held pertaining to asking LMC to sign an agreement for maintenance of the plants if any to be purchased and planted at the PLDD expense. The Commissioners had also discussed making restoration part of the contract when so necessary in the future. GBC request will be forwarded to the PLDD attorney for a review.

Commissioner Regan reported receiving a written response from the county to the PLDD request for a barrier on Baldwin Lane. The county decided against placing a safety barrier at the above-described location. Road reflectors were installed instead.

**Old Business:**

1. Mr. Baker brought in revised plans and cost estimates for Oak Bay Road Conveyance Repair Project Phase III. Mr. Baker reported drawing and sending to the county upon their request a profile of the ditch line. Project costs are estimated at approximately \$31,000 for both schedules. Schedule A (county ditch ROW project) was estimated at \$11,637 and Schedule B (new pipe from greenbelt and installation of new catchbasin) was estimated at \$18,746. The contract will be written with an option of awarding schedules separately or as one project with schedule A being the primary contract. Discussion followed.
2. Mr. Baker is still working on setting up county inspectors' training sessions.
3. PLDD draft assessment roll of 1191 properties was sent to the county earlier this week. The roll must be finalized by the end of the year.
4. Discussions were held pertaining to updating PLDD Comprehensive Stormwater Management Plan. This update will include previously discussed Condon Lane drainage problem and update of the future projects cost estimates.
5. Mr. Baker reported obtaining LIDAR information for the large greenbelt project scheduled to be designed next year. Discussion followed.
6. Discussions were held pertaining to Montgomery Lane emergency flood prevention plan which to date had not been finalized.
7. Discussions were held pertaining to a drainage situation by 241 Montgomery Lane. The PLDD had inspected a damaged drainage pipe running along the side of his property before and it was Mr. Baker's recommendation to monitor the situation until such time when the pipe can be replaced. Since the time of the last inspection a large tree went over the bluff. At the last PLDD meeting Mr. Baker was directed to make another site visit to this location. Mr. Baker could not check the situation from the beach due to the winter high tides. This issue will be revisited when tide situation changes.

**New Business:**

1. Commissioner Regan reported receiving a call from Montgomery Lane owner regarding escalating drainage problem on his lot # 2-1-001. Mr. Baker was directed to look into this issue.

2. Responding to Commissioners' inquiry, Mr. Stewart described a process involved into tree cutting on the county right of way. Whenever a private property owner fills the need of removing a tree from a county right of way, he/she has to file an action report with the county. In most cases, the owner requesting the removal will be billed for the cost of the removal.

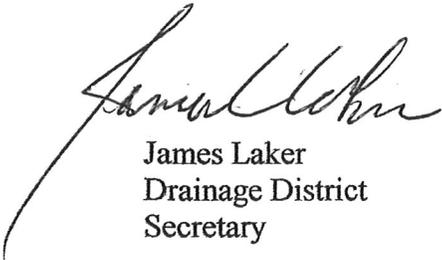
The next regularly scheduled meeting of the Port Ludlow Drainage District will be held on 13 January 2005.

The 9 December meeting adjourned at 11:35 AM.

Respectively Submitted:

Approved:

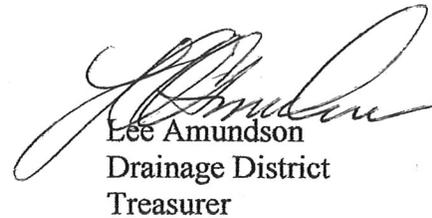
Approved:



James Laker  
Drainage District  
Secretary



Richard Regan  
Drainage District  
Chairman



Lee Amundson  
Drainage District  
Treasurer