

**Port Ludlow Drainage District (PLDD)
P.O. Box 65261, Port Ludlow, WA 98365**

Agenda for Board of Commissioners' Regular Meeting # 0233

Thursday, January 11, 2018 at 10:00 AM

**Held at the Training Room – Port Ludlow Fire Hall
Port Ludlow Fire & Rescue - Headquarters Fire Station 31
7650 Oak Bay Road, Port Ludlow, WA 98365**

Call to order:

Election Results: All three candidates that filed were unopposed, therefore per RCW 85.38.115, no election shall be held and the single candidate for each position shall be considered to have been elected to the position. **Introduction of new Commissioner 3, Deborah Helleson**

Roll Call:

Consent Agenda: (Items will be approved in a single motion unless removed by a commissioner)

1. Approval of December 14, 2017 Regular Meeting Minutes
2. Approval of Voucher/Warrants #18-001 - #18-010 from December 4, 2017 through January 4, 2017 in the amount of \$ 7,128.19 (Voucher and Financial detail attached)
3. Approval of Payroll Warrant Transaction #18-P01 for Employer's Annual Federal Tax Form 944 in the amount of \$487.38
4. Overall Payroll Warrant and Voucher Warrants in the total amount of \$7,615.57

Public Forum: Anyone in the audience having drainage related comments and or statements may bring them to the attention of the Commissioners.

Correspondence: Log book available for review at each Regular Meeting.

Old Business:

1. Public Records
 - a. Restatement of Public Records Policy / 2017 Legislative Updates (existing Resolution 2017-5), Feb meeting
 - b. Memos relating to Ludlow Cove Drainage and Shoreline Stability; ESM follow-up from County

New Business:

1. Appointment of Chair Position for Board
2. Letter relating to Ludlow Bay Road drainage and water usage.

Engineer Reports:

Commissioners' Reports and Comments:

1. Bond filing with County Clerk for each commissioner - new terms
2. Overview of Current Board Issues, budget, assignment of duties, consideration of time limit for public comment, etc.

Meeting Adjournment:

VOUCHER SUMMARY

1/11/2018

VOUCHER NUMBER	VENDOR	Vouchers (warrant)	Payroll warrant/ transaction	Total
18-001	ARTEMIS COMPUTING Website Q1-2018, Rackspace email hosting/archiving, design assistance	\$ 395.00	\$	395.00
18-002	DONALD E. FORBES, COMMISSIONER 2 2017 Meetings (13 Jan-Dec)	\$ 1,170.00	\$	1,170.00
18-003	GLESSING & ASSOCIATES, CPA, INC. PS Accounting Services for Dec 1.5 hrs	\$ 90.00	\$	90.00
18-004	GRAY & OSBORNE INC. Engineering Service for Dec, project specs, plan review, Inventory, Assessment	\$ 572.36	\$	572.36
18-005	DEBORAH HELLESON, COMMISSIONER 3 Reimbursement of Public Officials Bond, Travelers Surety \$5,000 Term:1/1/2018 - 3/1/2022	\$ 348.00	\$	348.00
18-006	JEFFERSON COUNTY AUDITOR Election Costs for 2018 PLDD General Election	\$ 1,811.97	\$	1,811.97
18-007	OGDEN, MURPHY & WALLACE, ATTY Legal Services for Nov, consultation re: vacancy, election, public records, jurisdiction response	\$ 640.50	\$	640.50
18-008	KATIE SMITH, COMMISSIONER 1 2017 Q3 meetings (Oct-Dec), Reimbursement of Public Officials Bond, Travelers Surety \$5,000 (Term:2/28/2018 - 2/28/2020)	\$ 470.00	\$	470.00
18-009	ALLEN UYEDA, COMMISSIONER 3 2017 Meetings (4 July -Nov)	\$ 360.00	\$	360.00
18-010	YARDDOGS LANDSCAPING Monthly Maintenance of projects, inspect and service all sites as needed.	\$ 1,270.36	\$	1,270.36
18-P01	DEPARTMENT OF THE TREASURY - IRS Employer's Annual Federal Tax Return, Form 944		\$ 487.38	\$ 487.38
	TOTAL VOUCHERS	\$ 7,128.19	\$ 487.38	\$ 7,615.57

Financial Information

PLDD Cash Account - December 31, 2017	\$ 59,562.41
Expenses - Current Month from Above	\$ 7,615.57
PLDD Cash Account - Subtotal	\$ 51,946.84
PLDD Reserve Account - 040	\$ 46,800.00
PLDD Reserve Account - 010	\$ 100,000.00
PLDD Interest Income Reserve Fund (after -\$157.64 Co.correction)	\$ 155.72
Net TOTAL All Accounts	\$ 198,902.56
2017 Assessment	\$ 118,600.00
Paid to Date	\$ 118,994.59
2017 Assessment Balance	\$ (394.59)
Expenses - Calendar Year to Date	\$ 7,615.57
Expenses - County Budget Year to Date (JAN 23, 2017 - JAN 15, 2018)	\$ 76,183.31