

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

Agenda for Board of Commissioners' Regular Meeting # 0236

Thursday, April 12, 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:

Roll Call:

Discussion with Jefferson County Public Works Director, Monte Reinders

1. County ditch maintenance
2. County policy on filling in/altering ditches
3. What should District do if an erosion/sediment problem is noticed.
 - a. Would County take enforcement action?
4. Any planned road/culvert maintenance within District
5. Future Commercial Development in Port Ludlow affecting stormwater

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

1. Approval of March 8, 2018 Regular Meeting Minutes
2. Approval of March 26, 2018 Special Meeting Minutes
3. Approval of Voucher/Warrants #18-019 - #18-026 from March 1, 2018 through March 31, 2018 in the amount of \$6,135.97 (Voucher and Financial detail attached)

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. 2002 LMC Agreement with PLDD – Memorandum of Understanding
2. Drainage on Libby Court Trail
3. Condon Lane/Pope Way Catch Basin, Pipe to Bluff
4. Maintenance Easements

New Business:

1. Resolution 2018-02 Updating Place of Regular Meetings
2. Resolution 2018-03 Audio Recording of Meetings and Retention

Engineer Reports:

1. Goliah Lane, Lot 92 - March 28 communications with County

Commissioners' Reports and Comments:

1. OPMA: Email Communications
2. Records Retention and Retrieval
3. May Meeting Schedule

Meeting Adjournment:

VOUCHER SUMMARY 4/12/2018

| VOUCHER NUMBER | VENDOR (Services) | Vouchers (warrant) | Payroll warrant/ transaction | Total |
|-----------------------|--|---------------------------|-------------------------------------|--------------------|
| 18-019 | ARTEMIS COMPUTING Q1-Website Retainer, Email Hosting & Archiving, Admin support | \$ 435.00 | \$ | 435.00 |
| 18-020 | DONALD E. FORBES Q1 Meetings (2@\$90, 2@\$114); Surety Bond reimbursement \$475 for new term. | \$ 883.00 | \$ | 883.00 |
| 18-021 | GLESSING & ASSOCIATES, CPA, INC. PS Accounting Services (3.1 hrs) for March. | \$ 186.00 | \$ | 186.00 |
| 18-022 | GRAY & OSBORNE INC General Engineering Sevices for February; Commissioner Meeting, Culvert Maintenance response; Maintenance Figure revisions. | \$ 1,437.81 | \$ | 1,437.81 |
| 18-023 | DEBORAH HELLESON Q1 Meetings (3 @\$90). | \$ 270.00 | \$ | 270.00 |
| 18-024 | OGDEN, MURPHY & WALLACE ATTORNEYS February Legal Services; PRA updates request form; OPMA Special meetings, Executive Sessions, Email exchange, recordings, teleconferencing. | \$ 1,223.80 | \$ | 1,223.80 |
| 18-025 | KATIE SMITH Q1 Meetings (4@\$90); Reimbursement \$70 Annual PO Box Rental. | \$ 430.00 | \$ | 430.00 |
| 18-026 | YARDDOGS LANDSCAPING INC Monthly Maintenance Services for March; Inspect & Service all sites. | \$ 1,270.36 | \$ | 1,270.36 |
| TOTAL VOUCHERS | | <u>\$ 6,135.97</u> | <u>\$ -</u> | <u>\$ 6,135.97</u> |

PLDD Financial Information

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| PLDD Cash Account-010 - March 31, 2018 | \$ 56,890.82 |
| Expenses - Current Month from Above | <u>\$ 6,135.97</u> |
| PLDD Cash Account-010 - Subtotal | \$ 50,754.85 |
| PLDD Investment Account - 010 | \$ 100,000.00 |
| PLDD Investment Account - 010 Interest (incl.on Line 1) | \$ 127.01 |
| PLDD Reserve Account - 040 | \$ 46,800.00 |
| PLDD Reserve Account - 040 Interest (BAL.on 3/31/2018) | \$ 319.28 |
| Net TOTAL All Accounts | <u>\$ 198,001.14</u> |
| 2018 Special Assessment | \$ 87,000.00 |
| Paid to Date (incl. on Line 1) | \$ 10,581.08 |
| Unpaid 2018 Assessment (remaining) | <u>\$ 76,418.92</u> |

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| Expenses - Calendar Year to Date | \$ 19,738.13 |
| Expenses - County Budget Year to Date (Jan 22 - April 12, 2018) | \$ 12,122.56 |