

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

Agenda for Board of Commissioners' Regular Meeting # 0251

Thursday, August 8, 2019 at 10:00 AM

Held at the Port Ludlow Fire Hall

Port Ludlow Fire & Rescue - Headquarters Fire Station 31

7650 Oak Bay Road, Port Ludlow, WA 98365

- 1. Call to order:**
- 2. Roll Call:**
- 3. Agenda Approval:**
- 4. Public Forum:** Anyone in the audience having drainage-related comments and or statements may bring them to the attention of the Commissioners.
- 5. Correspondence:** Log book available for review at each Regular Meeting.
- 6. Motion** for Budget Adjustment – PFMLA premium tax
- 7. Consent Agenda:** Items listed below have been distributed to the Commissioners in advance for study and will be enacted by one motion. If separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Agenda, at a specific time, at the request of any of the Commissioners.
 - a. Approval of Voucher/Warrants #19-041 - #19-047 from July 1, 2019 through July 31, 2019 in the amount of \$11,430.50 (Vouchers and Financial detail attached)
- 8. Old Business:**
 - a. Drainage on Libby Court Trail – Pipe realignment (*Discussion*)
 - b. Strategic Planning: Setting District goals
- 9. New Business:**
 - a. Review of 2020 Budget / Assessment
- 10. Engineer Reports:**
 - a. July 16 - Site Plan Review for Jefferson County Bldg. Permit application BLD19-00277, 20 Rainier Lane
 - b. July 26 – Stormwater Plan Review, Jefferson County Bldg. Permit application MLA19-00027, 104 Puget Loop
 - c. July 25 – Release of Retainage, Condon Lane Outfall Repair
- 11. Commissioners' Reports and Comments:**
 - a. Review and Approval of June 13, 2019 Regular Meeting Minutes
 - b. Review and Approval of July 11, 2019 Regular Meeting Minutes
 - c. Commissioner Activities, Reports
- 12. Signing of Documents:**
- 13. Meeting Adjournment:**

VOUCHER SUMMARY 8/8/2019

VOUCHER NUMBER	VENDOR (Services)	Vouchers (warrant)	Payroll warrant/ transaction	Total
19-041	ENDURIS WASHINGTON Annual Risk Pool Coverage Sept 1, 2019 through Aug 31, 2020	\$ 3,626.00		\$ 3,626.00
19-042	GLESSING & ASSOCIATES, CPA Accounting Services for July (2 hrs)	\$ 120.00		\$ 120.00
19-043	GRAY & OSBORNE, INC. Engineering Services ending JuLY 20 (2.5 hrs); Project Review; Commissioner Meeting July	\$ 441.55		\$ 441.55
19-044	OGDEN MURPHY WALLACE, PLLC Legal Services through June 30 (18.9 hrs); Attend Meeting July 11; Review and Research for electronic meetings, relocation of District offices, administrative authority, termination of District.	\$ 5,655.60		\$ 5,655.60
19-045	PORT TOWNSEND LEADER Annual Legal Notice for Small Works Roster June 5 Ad	\$ 84.00		\$ 84.00
19-046	WA EMPLOYMENT SECURITY DIVISION Paid Family and Medical Leave PMLA Q1 and Q2 Tax	\$ 4.60		\$ 4.60
19-047	YARDDOGS LANDSCAPING, INC Monthly Maintenance Services for July; Inspect and Service all Sites.	\$ 1,498.75		\$ 1,498.75
		\$ 11,430.50	\$ -	\$ 11,430.50
PLDD Financial Information				
PLDD Cash Account-010 - July 31, 2019 (Includes monthly Interest of \$199.95)				\$ 72,941.04
Expenses - Current Month from Above				\$ 11,430.50
PLDD Cash Account-010 - Subtotal (after today's Vouchers)				\$ 61,510.54
PLDD Investment Account - 010				\$ 100,000.00
PLDD Investment Account - 010 Interest Paid (from inception 12/2017 Included on Line 1)				\$ 3,248.74
PLDD Reserve Account - 040				\$ 48,000.00
PLDD Reserve Account - 040 Cash non-interest bearing (Balance on 7/31/2019)				\$ 455.78
Net TOTAL All Accounts				\$ 209,966.32
2019 Special Assessment				\$ 80,000.00
Assessment Paid to Date (Included on Line 1)				\$ 45,133.55
Unpaid 2019 Assessment (remaining)				\$ 34,866.45
Expenditures - Calendar Year to Date (Jan 1 - July 31, 2019)				\$ 60,386.70
Expenditures - County Budget Year to Date (Jan 22 - July 31, 2019)				\$ 60,386.70