

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

**Agenda for Board of Commissioners' Regular Meeting # 0232**

**Thursday, December 14, 2017 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:** Announcement of Resignation of Allen Uyeda, Commissioner 3, effective Nov 14, 2017

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

1. Approval of November 9, 2017 Regular Meeting Minutes
2. Approval of Voucher/Warrants #17-067 - #17-071 from November 3, 2017 through December 4, 2017 in the amount of \$4,839.27 (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. 2018 February 6 Special District General Election:
  - a. Public Notice of Candidate Filing - publication Nov 29, 2017
  - b. Candidate Filing Period Dec 11-15
  - c. Certification of Election Results – Feb 27
2. Public Records
  - a. Restatement of Public Records Policy / 2017 Legislative Updates (existing Resolution 2017-5)
  - b. Memo relating to Ludlow Cove Drainage and Shoreline Stability; follow-up from County, District response.
3. 2018 Assessment Roll
  - a. County Assessment Roll – Engineer Data File Review & Acceptance (15 properties revised to developed SFR on 2018 roll)

**New Business:**

1. State Investment Pool available for interest earnings on PLDD General Funds (cash account) & Reserve Interest Funds

**Engineer Reports:**

1. Nov 30 -Site Plan Review for Jefferson County Bldg. Permit Applications Bld17-00526, Ludlow Cove II, Lot 6

**Commissioners' Reports and Comments:**

1. Nov 30 –Phone call from Port Townsend civil land surveyor relating to permitting process – Engineer response

**Meeting Adjournment:**

**VOUCHER SUMMARY      12/14/2017**

<b>VOUCHER NUMBER</b>	<b>VENDOR</b>	<b>Vouchers (warrant)</b>	<b>Payroll warrant/ transaction</b>	<b>Total</b>
17-067	ARTEMIS COMPUTING Website assistance, design, documentation.	\$ 120.00	\$	120.00
17-068	GLESSING & ASSOCIATES, CPA Accounting Services, Nov 1.3 hrs	\$ 78.00	\$	78.00
17-069	GRAY & OSBORNE, INC. Engineering for Nov, Meeting, Plan Review, 2018 Assessment, CIP Inventory, files for Public Records Request	\$ 2,943.91	\$	2,943.91
17-070	OGDEN, MURPHY & WALLACE ATTY Legal Services Nov, budget resolution, public records request review and drafting.	\$ 427.00	\$	427.00
17-071	YARDDOGS LANDSCAPING INC. Maintenance for November, inspect and maintain all sites.	\$ 1,270.36	\$	1,270.36
<b>TOTAL VOUCHERS</b>		<u>\$ 4,839.27</u>	<u>\$ -</u>	<u>\$ 4,839.27</u>

**Financial Information**

<b>PLDD Cash Account - November 30, 2017</b>	\$ 164,059.79
<b>Expenses - Current Month from Above</b>	\$ (4,839.27)
<b>PLDD Cash Account - Subtotal</b>	<u>\$ 159,220.52</u>
<b>PLDD Reserve Account</b>	\$ 40,000.00
<b>PLDD Interest Income Reserve Fund</b>	\$ 7,068.37
<b>Net TOTAL All Accounts</b>	<u>\$ 206,288.89</u>
<b>Special Assessment 2017</b>	\$ 118,600.00
<b>Paid to Date</b>	<u>\$ 118,652.70</u>
<b>2017 Assessment Balance</b>	\$ (52.70)

<b>Expenses - Calendar Year to Date</b>	\$ 86,187.84
<b>Expenses - County Budget Year to Date (JAN 23 - DEC 4)</b>	\$ 68,567.74