

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

Agenda for Board of Commissioners' Regular Meeting # 0234

Thursday, February 8, 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:

Prior Consent Agenda Item (held over from January meeting)

1. Approval of December 14, 2017 Regular Meeting Minutes

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

2. Approval of January 11, 2018 Regular Meeting Minutes
3. Approval of Voucher/Warrants #18-011 - #18-014 from January 4, 2018 through January 31, 2018 in the amount of \$ 1,952.56 (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. Public Records
 - a. Restatement of Public Records Policy / 2017 Legislative Updates, Adoption of Resolution 2018-01 replacing existing Resolution 2017-05
2. Pickleball Court at the LMC Beach Club; Engineer's Jan 17 memo recap of onsite Jan 11 visit
3. Ludlow Cove Cottages Drainage, Jan 17 email and Jan 16 memo

New Business:

1. Glessing & Associates Engagement Letter 2018 – Signature of PLDD
2. PLDD Administrative Project Review Policy with County (March 18, 2009)
3. Notice of Termination of 2002 LMC Agreement with PLDD
4. Private Driveway Culverts
 - a. Memo response for 662 Pioneer Drive
 - b. LMC prior communications regarding driveway culverts (9/15/2016 Q&A, Nov-2016 e-Navigator)

Engineer Reports:

1. Jan 29 -Site Plan Review for Jefferson County Bldg. Permit Applications Bld17-00577, Lot 70 Rainier Lane
2. Drainage on Libby Court Trail
3. Lot 89 Goliah Lane

Commissioners' Reports and Comments:

1. OPMA: Special Meetings and Executive Sessions
2. Records Retention and Retrieval

Meeting Adjournment:

VOUCHER SUMMARY 2/8/2018

VOUCHER NUMBER	VENDOR	Vouchers (warrant)	Payroll warrant/ transaction	Total
18-011	ARTEMIS COMPUTING Website Annual Hosting Jan-Dec 2018; Form assistance	\$ 103.40	\$	103.40
18-012	GLESSING & ASSOCIATES, CPA, INC. PS January Accounting Services; Payroll Reports, Tax Reporting- Federal W-2, 1099's	\$ 423.00	\$	423.00
18-013	OGDEN, MURPHY & WALLACE, ATTY Legal Services Dec-2017; Public Records, Review Funds Investment, Motion & communications	\$ 155.80	\$	155.80
18-014	YARDDOGS LANDSCAPING Monthly Maintenance Services for January; Inspect & Service all sites	\$ 1,270.36	\$	1,270.36
TOTAL VOUCHERS		<u>\$ 1,952.56</u>	<u>\$ -</u>	<u>\$ 1,952.56</u>

PLDD Financial Information

PLDD Cash Account - 010 - January 31, 2018	\$ 52,227.08
Expenses - Current Month from Above	\$ 1,952.56
PLDD Cash Account-010 - Subtotal	\$ 50,274.52
PLDD Investment Account - 010	\$ 100,000.00
PLDD Investment Account - 010 Interest (incl.on Line 1)	\$ 115.15
PLDD Reserve Account - 040	\$ 46,800.00
PLDD Reserve Account - 040 Interest	\$ 209.61
Net TOTAL All Accounts	<u>\$ 197,284.13</u>
2018 Assessment	\$ 87,000.00
Paid to Date (incl. on Line 1)	\$ 165.09
Unpaid 2018 Assessment (remaining)	\$ 86,834.91
Expenses - Calendar Year to Date	\$ 9,568.13
Expenses - County Budget Year to Date (Jan 11 - Feb 8, 2018)	\$ 1,952.56