

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

**Agenda for Board of Commissioners' Regular Meeting # 0243**

**Thursday, December 13, 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**

- 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. 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. Review and Approval of October 11, 2018 Regular Meeting Minutes
  - b. Approval of Voucher/Warrants #18-060 - #18-064 from October 1, 2018 through November 30, 2018 in the amount of \$10,565.55 (Vouchers and Financial detail attached)
- 7. Old Business:**
  - a. 2002 LMC Agreement with PLDD – 2018 Memorandum of Understanding (MOU - *Status*)
  - b. Drainage on Libby Court Trail; pending Fir Tree Removal (*discussion – Status*)
  - c. 2018 Maintenance Contract ( *Review, Approval and Signature* )
  - d. Voucher #18-057
- 8. New Business:**
- 9. Engineer Reports:**
  - a. Nov 7 – Memo of Oct 11 Site Visit 133 Baldwin Lane
  - b. Nov 19 – Drainage Ditch 571 Rainier Lane, County Review and Response
  - c. Nov 20 - Site Plan Review for Jefferson County Bldg. Permit application 18-00436, 186 Resolute Lane
  - d. Nov 23 - Site Plan Review for Jefferson County Bldg. Permit application 18-00439, 93 Tyee Lane
  - e. Nov 23 - Site Plan Review for Jefferson County Bldg. Permit application 18-00456, Cove II Lot 26
  - f. Nov 23 - Site Plan Review for Jefferson County Bldg. Permit application 18-00459, Cove II Lot 29
  - g. Nov 23 - Site Plan Review for Jefferson County Bldg. Permit application 18-00511, Montgomery CT Lot 3
- 10. Commissioners' Reports and Comments:**
  - a. Commissioner Compensation – legal response
  - b. Commissioner Activities, Reports
- 11. Signing of Documents:**
- 12. Meeting Adjournment:**

**VOUCHER SUMMARY      12/13/2018**

<b>VOUCHER NUMBER</b>	<b>VENDOR (Services)</b>	<b>Vouchers (warrant)</b>	<b>Payroll warrant/ transaction</b>	<b>Total</b>
18-060	ARTEMIS COMPUTING Website Quarterly Retainer (Q4-Oct,Nov,Dec); Rackspace Email Hosting & Archiving; Assistance.	\$ 415.00		\$ 415.00
18-061	GLESSING & ASSOCIATES, CPA Accounting Services for Oct (2 hrs)	\$ 120.00		\$ 120.00
18-062	GRAY & OSBORNE Engineering Services ending Oct 13 (37.50 hrs): Pickleball Drainage, Budget, Site visit; ending Nov 10 (7 hrs): Assessment, Review.	\$ 6,852.33		\$ 6,852.33
18-063	PENINSULA LEGAL SECRETARIAL Meeting attendance & Minutes: Sep (6 hrs), Oct (15.25 hrs)	\$ 637.50		\$ 637.50
18-064	YARDDOGS LANDSCAPING Maintenance Services for Sept & Oct; Inspect and Service all Sites.	\$ 2,540.72		\$ 2,540.72
	<b>TOTAL VOUCHERS</b>	<b>\$ 10,565.55</b>	<b>\$ -</b>	<b>\$ 10,565.55</b>
<b>PLDD Financial Information</b>				
<b>PLDD Cash Account-010 - November 30, 2018</b> (Includes monthly Interest of \$178.21)				\$ 97,127.38
<b>Expenses - Current Month from Above</b>				\$ 10,565.55
<b>PLDD Cash Account-010 - Subtotal</b> ( after today's Vouchers)				\$ 86,561.83
<b>PLDD Investment Account - 010</b>				\$ 100,000.00
<b>PLDD Investment Account - 010 Interest</b> (from inception 12/2017 Included on Line 1)				\$ 1,674.02
<b>PLDD Reserve Account - 040</b>				\$ 46,800.00
<b>PLDD Reserve Account - 040 Interest</b> (Balance on 11/30/2018)				\$ 912.74
<b>Net TOTAL All Accounts</b>				\$ 234,274.57
<b>2018 Special Assessment</b>				\$ 87,000.00
<b>Assessment Paid to Date</b> (Included on Line 1)				\$ 86,990.78
<b>Unpaid 2018 Assessment</b> (remaining)				\$ 9.22
<b>Expenditures - Calendar Year to Date</b> (Jan 1 - Dec 13, 2018)				\$ 61,608.96
<b>Expenditures - County Budget Year to Date</b> (Jan 22 - Nov 30, 2018)				\$ 43,427.84