

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

Agenda for Board of Commissioners' Regular Meeting # 0239

Thursday, July 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:

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

1. Approval of June 14, 2018 Regular Meeting Minutes
2. Approval of Voucher/Warrants #18-036 - #18-043 from June 1, 2018 through July 6, 2018 in the amount of \$ 5,715.03 (Vouchers 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 – 2018 Memorandum of Understanding (MOU)
2. Drainage on Libby Court Trail; pending Fir Tree Removal
3. Condon Lane/Pope Way Catch Basin, Pipe to Bluff (June 14 site visit; June 15 communication)
4. 41 Foster Lane -Stan Kadash (June 14 site visit)
5. Maintenance Easements
6. Roster – Advertising / Engineering Services and Small Works Roster (June 20 and 27) - Responses

New Business:

1. Resolution 2018-04 – Schedule for Payment of Commissioner Compensation (replaces 2017-01)
2. Resolution 2018-05 – New Rate for Commissioner Compensation (updates 2017-06 and Dec- 2016 Motion)

Engineer Reports:

1. ACC Application for removal of 11 trees 631 Montgomery Lane, 1-2-053 and adjacent vacant lot 1-2-054
2. Pickleball Court – Engineering Design for Drainage
3. June 19 -Site Plan Review for Jefferson Co Bldg. Permit Application Bld18-00122, Lot 36 Ludlow Cove II

Commissioners' Reports and Comments:

1. Requests for Legal Assistance
2. WARN: Water/Wastewater Agency Response Network

Meeting Adjournment:

VOUCHER SUMMARY

7/12/2018

VOUCHER NUMBER	VENDOR (Services)	Vouchers (warrant)	Payroll warrant/ transaction	Total
18-036	ARTEMIS COMPUTING Website Quarterly Retainer; Email Hosting; Domain Hosting; Administrative support	\$ 1,121.99	\$	1,121.99
18-037	GLESSING & ASSOCIATES, CPA Accounting Services for June (1.3 hrs)	\$ 132.00	\$	132.00
18-038	GRAY & OSBORNE Engineering Services for June (11 hrs); Commissioner meeting, MOU Assistance, Foster & Condon site visit, Roster Ads	\$ 1,806.42	\$	1,806.42
18-039	DEBORAH HELLESON Commissioner Meetings (Mar 26, Apr 12, Jun 14 =3 mtgs @ \$90)	\$ 270.00	\$	270.00
18-040	LUDLOW MAINTENANCE COMMISSION 6 months Facility Usage Agreement (6 mos @ \$100/mo; July -Dec 2018)	\$ 654.00	\$	654.00
18-041	PORT TOWNSEND LEADER Advertising: Small Works Roster and Engineering Services Roster (June 20 and June 27)	\$ 140.26	\$	140.26
18-042	KATIE SMITH Commissioner meetings: Apr 12, May 15, Jun 14 (3 Regular Meetings @ \$90); Reimbursement for Postage \$50	\$ 320.00	\$	320.00
18-043	YARDDOGS LANDSCAPING Maintenance Services for June; Inspect and Service all Sites	\$ 1,270.36	\$	1,270.36
TOTAL VOUCHERS		\$ 5,715.03	\$ -	\$ 5,715.03

PLDD Financial Information

PLDD Cash Account-010 - June 30, 2018 (Includes monthly Interest of \$147.08)	\$ 78,644.12
Expenses - Current Month from Above	\$ 5,715.03
PLDD Cash Account-010 - Subtotal	\$ 72,929.09
PLDD Investment Account - 010	\$ 100,000.00
PLDD Investment Account - 010 Interest (from inception 12/2017 Included on Line 1)	\$ 831.73
PLDD Reserve Account - 040	\$ 46,800.00
PLDD Reserve Account - 040 Interest (Balance on 6/30/2018)	\$ 518.56
Net TOTAL All Accounts	\$ 220,247.65
2018 Special Assessment	\$ 87,000.00
Paid to Date (Included on Line 1)	\$ 48,977.78
Unpaid 2018 Assessment (remaining)	\$ 38,022.22
Expenses - Calendar Year to Date	\$ 35,611.10
Expenses - County Budget Year to Date (Jan 22 - June 30, 2018)	\$ 27,995.53