

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

**Agenda for Board of Commissioners' Regular Meeting # 0242**

**Thursday, October 11, 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 September 13, 2018 Regular Meeting Minutes
  - b.** Approval of Voucher/Warrants #18-054 - #18-059 from September 1, 2018 through September 30, 2018 in the amount of \$ 2,564.20 (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.** Condon Lane/Pope Way Catch Basin, Pipe to Bluff (*status - monitoring repair*)
  - d.** 2019 Budget Review and Approval; Resolution 2018-06
- 8. New Business:**
  - a.** Agreement for Recording Secretarial Services – PLSS (*Approval & Signature*)
  - b.** New contracts for Maintenance and Engineering (*Approval & Signature*)
- 9. Engineer Reports:**
  - a.** Pickleball Court –Engineering Design for Drainage (*Status update*)
  - b.** Maintenance Easements
- 10. Commissioners' Reports and Comments:**
- 11. Signing of Documents:**
- 12. Meeting Adjournment:**

VOUCHER SUMMARY      10/11/2018

VOUCHER NUMBER	VENDOR (Services)	Vouchers (warrant)	Payroll warrant/ transaction	Total
18-054	GLESSING & ASSOCIATES, CPA Accounting Services for Sept (1.6 hrs)	\$ 96.00		\$ 96.00
18-055	GRAY & OSBORNE Engineering Services ending Sep 15 (9 hrs); Pickleball Drainage Impr.design.	\$ 492.18		\$ 492.18
18-056	DEBORAH HELLESON Commissioner Meetings (Jul-Aug-Sep)	\$ 270.00		\$ 270.00
18-057	DEBORAH HELLESON Aug 16 meeting with Cammy Brown, PLSS; Office 365 Personal software	\$ 165.66		\$ 165.66
18-058	KATIE SMITH Commissioner Meetings (Jul-Aug-Sep)	\$ 270.00		\$ 270.00
18-059	YARDDOGS LANDSCAPING Maintenance Services for Sept; Inspect and Service all Sites.	\$ 1,270.36		\$ 1,270.36
	<b>TOTAL VOUCHERS</b>	<b>\$ 2,564.20</b>	<b>\$ -</b>	<b>\$ 2,564.20</b>
PLDD Financial Information				
PLDD Cash Account-010 - September30, 2018 (Includes monthly Interest of \$160.99 )				\$ 65,080.04
Expenses - Current Month from Above				\$ 2,564.20
PLDD Cash Account-010 - Subtotal ( after today's Vouchers)				\$ 62,515.84
PLDD Investment Account - 010				\$ 100,000.00
PLDD Investment Account - 010 Interest (from inception 12/2017 Included on Line 1)				\$ 1,315.60
PLDD Reserve Account - 040				\$ 46,800.00
PLDD Reserve Account - 040 Interest (Balance on 9/30/2018)				\$ 745.01
Net TOTAL All Accounts				<u>\$ 210,060.85</u>
2018 Special Assessment				\$ 87,000.00
Assessment Paid to Date (Included on Line 1)				\$ 52,903.32
Unpaid 2018 Assessment (remaining)				\$ 34,096.68
Expenditures - Calendar Year to Date (Jan 1 - Oct 11, 2018)				\$ 51,209.07
Expenditures - County Budget Year to Date (Jan 22 - Oct 11, 2018)				\$ 43,593.50