

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

Agenda for Board of Commissioners' Regular Meeting # 0244

Thursday, January 10, 2019 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. Approval of Voucher/Warrants #19-001 - #19-007 from December 1, 2018 through December 31, 2018 in the amount of \$6,229.19 (Vouchers and Financial detail attached)
 - b. Approval of 1099 Annual Tax Reporting
- 7. Old Business:**
 - a. LMC Memorandum of Understanding–Drainage Control (MOU / BMP – *Pending Status*)
- 8. New Business:**
- 9. Engineer Reports:**
 - a. Dec 21 – Letter of Certification for 2019 Assessment to County
 - b. DCD Permitting Application Process – Revisions to 2009 County Agreement
- 10. Commissioners' Reports and Comments:**
 - a. Commissioner Compensation – Attorney Response
 - i. Voucher #18-057 – Legal Opinion
 - b. Review of December 13, 2018 Regular Meeting Minutes
 - c. Monthly vs. Quarterly Meetings – County Auditor & Legal Responses
 - d. Agent to Receive Claims – Resolution 2017-3
 - e. Commissioner Activities, Reports
- 11. Signing of Documents:**
- 12. Meeting Adjournment:**

VOUCHER SUMMARY 1/10/2019

VOUCHER NUMBER	VENDOR (Services)	Vouchers (warrant)	Payroll warrant/ transaction	Total
19-001	ARTEMIS COMPUTING Website Quarterly Retainer (Q1-Jan, Feb, Mar); Reimbursement: Rackspace Email Hosting & Archiving (Q1); Futurequest Annual Hosting (2019)	\$ 458.40		\$ 458.40
19-002	DON FORBES Commissioner Meetings: April - Dec 2018 (8 meetings @ \$114).	\$ 912.00		\$ 912.00
19-003	GLESSING & ASSOCIATES, CPA Accounting Services for Dec (1.8 hrs)	\$ 108.00		\$ 108.00
19-004	GRAY & OSBORNE Engineering Services ending Dec 8 (15.50 hrs): Maintenance Contract, Erosion Control BMPs, Project Review.	\$ 2,645.23		\$ 2,645.23
19-005	DEBORAH HELLESON Commissioner Meetings: (Oct & Dec 2018); Reimbursement for Minutes Jun, Jul, Aug (5 hrs).	\$ 330.00		\$ 330.00
19-006	KATIE SMITH Commissioner Meetings: (Oct & Dec 2018); Reimbursement of County Auditor Fee for Recording Maintenance Easements	\$ 391.00		\$ 391.00
19-007	YARDDOGS LANDSCAPING Maintenance Services for Dec; Inspect and Service all Sites.	\$ 1,384.56		\$ 1,384.56
		\$ 6,229.19	\$ -	\$ 6,229.19
PLDD Financial Information				
PLDD Cash Account-010 - December 31, 2018 (Includes monthly Interest of \$191.36)				\$ 86,810.83
Expenses - Current Month from Above				\$ 6,229.19
PLDD Cash Account-010 - Subtotal (after today's Vouchers)				\$ 80,581.64
PLDD Investment Account - 010				\$ 100,000.00
PLDD Investment Account - 010 Interest (from inception 12/2017 Included on Line 1)				\$ 1,865.38
PLDD Reserve Account - 040				\$ 46,800.00
PLDD Reserve Account - 040 Interest (Balance on 12/31/2018)				\$ 1,002.30
Net TOTAL All Accounts				\$ 228,383.94
2018 Special Assessment				\$ 87,000.00
Assessment Paid to Date (Included on Line 1)				\$ 87,048.43
Unpaid 2018 Assessment (remaining)				\$ (48.43)
Expenditures - Calendar Year to Date (Jan 1 - Dec 31, 2019)				\$ 6,229.19
Expenditures - County Budget Year to Date (Jan 22 - Dec 31, 2018)				\$ 53,993.40