

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

Agenda for Board of Commissioners' Regular Meeting # 0250

Thursday, July 11, 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.** Review and Approval of June 13, 2019 Regular Meeting Minutes
 - b.** Approval of Voucher/Warrants #19-035 - #19-040 from June 1, 2019 through June 30, 2019 in the amount of \$9,504.08 (Vouchers and Financial detail attached)
- 7. Old Business:**
 - a.** Drainage on Libby Court Trail – LMC Removal of Fir Tree (*Discussion -Next Steps*)
 - b.** Strategic Planning: setting District goals
 - c.** Succession Planning: job descriptions; flow charting tasks and responsibilities
 - d.** Review Attorney Memo and draft Resolutions:
 - i.** Whether the District may hold electronic meetings under the OMPA;
 - ii.** Whether and how to delegate District administrative authority;
 - iii.** Whether the District may relocate its records and offices outside district boundaries;
 - iv.** Whether and how to consolidate, suspend, or terminate activities.
- 8. New Business:**
- 9. Engineer Reports:**
- 10. Commissioners' Reports and Comments:**
 - a.** Commissioner Activities, Reports
- 11. Signing of Documents:**
- 12. Meeting Adjournment:**

VOUCHER SUMMARY 7/11/2019

VOUCHER NUMBER	VENDOR (Services)	Vouchers (warrant)	Payroll warrant/ transaction	Total
19-035	ARTEMIS COMPUTING Website Q3 Retainer (Jul, Aug, Sep); Email Hosting, Archiving	\$ 383.00	\$	383.00
19-036	GLESSING & ASSOCIATES, CPA Accounting Services for June (1.5 hrs)	\$ 90.00	\$	90.00
19-037	GRAY & OSBORNE, INC. Engineering Services ending June 22 (45 hrs); Condon Lane Project Construction Management & Inspection; Project Review; Commissioner Meetings May & June	\$ 6,931.13	\$	6,931.13
19-038	DEBORAH HELLESON Commissioner Meetings (May, June).	\$ 180.00	\$	180.00
19-039	OGDEN MURPHY WALLACE, PLLC Legal Services through May 31 (1.3 hrs); Review background, Available for May 9 Call regarding dissolution, emails.	\$ 421.20	\$	421.20
19-040	YARDDOGS LANDSCAPING, INC Monthly Maintenance Services for June; Inspect and Service all Sites.	\$ 1,498.75	\$	1,498.75
		<u>\$ 9,504.08</u>	<u>\$ -</u>	<u>\$ 9,504.08</u>

PLDD Financial Information

PLDD Cash Account-010 - June 30, 2019 (Includes monthly Interest of \$195.64)	\$ 81,956.55
Expenses - Current Month from Above	<u>\$ 9,504.08</u>
PLDD Cash Account-010 - Subtotal (after today's Vouchers)	\$ 72,452.47
PLDD Investment Account - 010	\$ 100,000.00
PLDD Investment Account - 010 Interest Paid (from inception 12/2017 Included on Line 1)	\$ 3,048.79
PLDD Reserve Account - 040	\$ 48,000.00
PLDD Reserve Account - 040 Cash non-interest bearing (Balance on 6/30/2019)	<u>\$ 359.80</u>
Net TOTAL All Accounts	<u>\$ 220,812.27</u>
2019 Special Assessment	\$ 80,000.00
Assessment Paid to Date (Included on Line 1)	<u>\$ 44,844.93</u>
Unpaid 2019 Assessment (remaining)	<u>\$ 35,155.07</u>
Expenditures - Calendar Year to Date (Jan 1 - June 30, 2019)	\$ 50,882.62
Expenditures - County Budget Year to Date (Jan 22 - June 30, 2019)	\$ 50,882.62