

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

Agenda for Board of Commissioners' Regular Meeting # 0255

Thursday, December 12, 2019 at 10:00 AM

Held at the 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 #19-061 - #19-064 from November 1, 2019 through November 30, 2019 in the amount of \$2,766.42 (Vouchers and Financial detail provided)
 - b. Review and Approval of November 14, 2019 Regular Meeting Minutes
- 7. Old Business:**
 - a. Strategic Planning / Method of Operation & Leadership (Chair Forbes)
 - b. Meeting Schedule - Resolution 2019-03
 - c. Commissioner Assignments / Resolution 2019-02 (Commissioner Helleson)
 - d. Calculated "Savings" of new Operation
- 8. New Business:**
 - a. 121 Machias Loop – Tree Inquiry
- 9. Engineer Reports:**
 - a. Dec 3 -Site Plan Review - Jefferson Co Bldg. Permit application BLD19-00530, Rainier Lane Lot 5
 - b. Drainage on Waterhouse Lane –Maintenance Project (update)
 - c. 41 Foster Lane – Site Visit
- 10. Commissioners' Reports and Comments:**
 - a. Commissioner Activities, Reports
- 11. Signing of Documents:**
- 12. Meeting Adjournment:**

VOUCHER SUMMARY 12/12/2019

VOUCHER NUMBER	VENDOR (Services)	Vouchers (warrant)	Payroll warrant/ transaction	Total
19-061	GLESSING & ASSOCIATES, CPA Accounting Services for November (1.2 hr).	\$ 72.00		\$ 72.00
19-062	GRAY & OSBORNE, INC. Engineering Services ending Nov 9 (3.5 hrs); 2020 Assessment Roll Review.	\$ 618.17		\$ 618.17
19-063	PENINSULA LEGAL SECRETARIAL SERVICES Recording Secretary Services for Sep, Oct and Nov (19.25 hrs); Meeting Attendance & Transcription.	\$ 577.50		\$ 577.50
19-064	YARDDOGS LANDSCAPING, INC Monthly Maintenance Services for November; Inspect and Service all Sites.	\$ 1,498.75		\$ 1,498.75
		\$ 2,766.42	\$ -	\$ 2,766.42
PLDD Financial Information				
PLDD Cash Account-010 - Nov 30, 2019 (Includes monthly Interest of \$143.28)				\$ 82,517.65
Expenses - Current Month from Above				\$ 2,766.42
PLDD Cash Account-010 - Subtotal (after today's Vouchers)				\$ 79,751.23
PLDD Investment Account - 010				\$ 100,000.00
PLDD Investment Account - 010 Interest Paid (from inception 12/2017 Included on Line 1)				\$ 3,913.83
PLDD Reserve Account - 040				\$ 48,000.00
PLDD Reserve Account - 040 Cash non-interest bearing (Balance on 11/30/2019)				\$ 775.02
Net TOTAL All Accounts				\$ 228,526.25
2019 Special Assessment				\$ 80,000.00
Assessment Paid to Date (Included on Line 1)				\$ 79,998.71
Unpaid 2019 Assessment (remaining)				\$ 1.29
Expenditures - Calendar Year to Date (Jan 1 - Nov 30, 2019)				\$ 86,340.34
Expenditures - County Budget Year to Date (Jan 22 - Nov 30, 2019)				\$ 86,340.34