

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

Agenda for Board of Commissioners' Special Meeting # 0287

Thursday, January 20, 2022, at 10:00 AM

You can join this virtual meeting by using the following options

Join Zoom Meeting Invitation

<https://zoom.us/j/98647899537?pwd=bEITV0NHNEp6eDlmSTJpN0VXbVFrZz09>

Meeting ID: 986 4789 9537

Passcode: 702157

This option will allow you to join the meeting live. You will need to enter an email address. **If you wish to provide public comment, click on the hand icon at the bottom of the screen to “raise your hand”**. Participation will be up to the Chair of the meeting.

Audio =only: Dial 1 (253)215-8782 Meeting ID: [986 4789 9537](https://zoom.us/j/98647899537)

Passcode: [702157](https://zoom.us/j/98647899537) This option will allow you to listen to the meeting live. **If you wish to provide public comment press *9 to “raise your hand”**. Participation will be up to the Chair of the meeting.

Per Proclamation by the Governor; Amending and Extending Proclamations 20-05 and 20-20 et seq. There will be no in-person component available for this meeting as no outside parties currently have access to the use of the Port Ludlow Firehall. If this changes a public phone will be made available PLDD meeting will be conducted telephonically only

If you do not have access to a phone, please email commish@pldd.org or districtadmin@pldd.org for help joining the meeting.

1. **Call to Order:**
2. **Roll Call:**
3. **Agenda Approval:**
4. **Public Comment:** *The public comment period is for any items not specifically listed on the current Agenda or for items listed on the Consent Agenda. The Chair may place time limits on public comments to allow the meeting to be conducted in an efficient and orderly manner.*

5. Commissioner Communications:

5.a. Follow-Up With Agreements For Maintenance At Ludlow Cove II “Cottages”, Ebb Tide Court And Waterhouse Lane.

5.b. 110 Keller Lane.

5.c. Other communications:

5.d. Schedule a tour of District facilities for Commissioner 2.

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.

Consent Action: *Approve a motion to accept the Consent Agenda as presented.*

- a. Minutes of December 13, 2021 Special meeting 0286.
- b. 287 Voucher Summary: numbers 21-087 through 21-096 totaling \$9337.50

7. OLD BUSINESS

7.a. Resolution 2022-01, A Resolution Of The Port Ludlow Drainage District Repealing and Replacing Resolution 2020-01 to Eliminate a Quarterly Regular Meeting Schedule and Replace it with Monthly Meetings.

Recommended Action: Approve by motion the adoption of Resolution 2022-01.

7.b. Interagency Data Sharing Agreement between the Port Ludlow Drainage District – 2820 and the Office of Washington State Auditor.

Recommended Action: Receive a report from Commissioner Cole regarding the request from the Washington State Auditor to enter into an interagency data sharing agreement and direct the Chair to sign the agreement and by motion.

7.c. Report on Consideration of the Purchase of a Laptop to Replace the Existing District Laptop Used by the Administrative Coordinator.

Recommended Action: Receive report from Chair Rygmyr regarding meeting with Administrative Coordinator to assess the District laptop.

7.d. Report on The Port Ludlow Drainage District 2022 Election.

Recommended Action: Receive report on the Port Ludlow Drainage District 2022 Election.

8. NEW BUSINESS:

8.a. Review a Draft Annual Administrative Calendar and Discussion of Agenda Materials to be provided at meetings such as county financial reports.

Recommended Action: Review Draft Annual Administrative Calendar and provide direction to Administrative Coordinator on any changes or additions. Discussion of presentation of agenda materials and method for sharing financial reports from Jefferson County and the District Bookkeeper.

8.b. Consider whether to initiate a request for qualifications for legal services or continue services with Ogden Murphy Wallace, LLP

Recommended Action: Provide direction on whether to continue to Ogden Murphy Wallace (OMW) LLP for legal services or to initiate a request of qualifications.

8.c. Report on Port Ludlow Drainage District Finances

Recommended Action: Receive a report on the District finances.

9. Signing of Documents will be done via Docu-Sign within 5 business days of the approval as provided for in Resolution 2020-01 and 2020-02.

10. MEETING ADJOURNMENT.