

**Port Ludlow Drainage District (PLDD)**  
**November 12, 2020**  
**Board of Commissioners Special Meeting - #0268**  
**Conference Call - Open Meeting**  
**Final Minutes**

1. **CALL TO ORDER:** Commissioner Don Forbes called the Special Meeting of the Port Ludlow Drainage District to order at 9:46 a.m. Commissioner Forbes noted that the PLDD is operating under Emergency Proclamation 20-28 from Governor Inslee dated March 24, 2020, waiving and suspending the portions of OPMA RCW 42.30 that require in-person meetings in order to avoid public gathering. Under the proclamation the PLDD is not providing speaker phones. The meeting is being conducted telephonically.

Commissioner Forbes read the Agenda items into the record.

2. **ROLL CALL:** Commissioner 1 Vacant, Commissioner Don Forbes, and Commissioner Deborah Helleson were present. Recording Secretary Cammy Brown was also present.

3. **AGENDA APPROVAL:** Commissioner Forbes went over the Agenda. Commissioner Helleson made one correction to the Agenda. There was a misprint. The Resolution that the commissioners will be voting on shows it as 2020-04 but it should be is 2020-05.

**MOTION:** Commissioner Deborah Helleson made a motion to approve the Agenda as amended. Commissioner Donald Forbes seconded the motion. Motion carried unanimously.

4. **2021 BUDGET:** Commissioner Don Forbes reported on the 2021 Budget. Commissioner Deborah Helleson also added some comments on the budget. There were no public comments.

**MOTION:** Commissioner Deborah Helleson made a motion to approve Resolution 2020-5, a resolution of the Board of Port Ludlow Drainage District approving the 2021 Annual Budget. Commissioner Donald Forbes seconded the motion. Motion carried unanimously.

5. **SIGNING OF DOCUMENTS:** Signing of documents will be done within five business days of the approval as provided for in Resolutions 2020.01 and 2020.02.

6. **MEETING ADJOURNMENT:**

**MOTION:** Commissioner Deborah Helleson made a motion to adjourn Special Meeting 0268 of the Port Ludlow Drainage District. Commissioner Donald Forbes seconded the motion. Motion carried unanimously. Meeting adjourned at 9:54 a.m.

Minutes prepared by Cammy Brown, Recording Secretary

Approved:



12 / 10 / 2020

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Commissioner Don Forbes, Chair

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Date



12 / 10 / 2020

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Commissioner Deborah Helleson

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Date

*The Port Ludlow Drainage District (PLDD)  
meeting minutes are recorded and posted on the website.*