Port Ludlow Drainage District

HDR	DUE DATE	INVOICE DATE	INVOICE NUMBER	VENDOR NUMBER	REMIT NUMBER	VENDOR NAME	DESCRIPTION	INVOICE TOTAL	ORG CODE	OBJECT CODE	AMOUNT-DTL
1	10/20/2025	10/1/2025	V25-113	10069	0	LEIGH CHRISTIANSON	SEPTEMBER HOURS	811.48	69500589	589400	811.48
1	10/20/2025	10/1/2025	V25-114	9255	0	DEAN COLE	SEPT 11 REGULAR MEETI	116.62	69500589	589400	116.62
1	10/20/2025	10/1/2025	V25-115	10134	0	RONALD MOUNTAIN	SEPT 11 REGULAR MEETI	116.62	69500589	589400	116.62
1	10/20/2025	10/1/2025	V25-116	9228	0	MICHAEL NILSSEN	SEPT 11 REGULAR MEETI	116.62	69500589	589400	116.62
1	10/20/2025	10/1/2025	V25-117	9228	0	MICHAEL NILSSEN	REIMBURSE ZOOM	10.00	69500589	589400	10.00
1	10/20/2025	9/30/2025	109-V25-118	9022	0	FALGE BOOKKEEPING SERVICES	BOOKKEEPING SERVICES	395.00	69500589	589400	395.00
1	10/20/2025	9/11/2025	5579-V25-119	4574	0	LUDLOW MAINTENANCE COMMISSION	ROOM RENTAL 8.14.25	109.20	69500589	589400	109.20
1	10/20/2025	9/15/2025	8-V25-120	3041	0	GRAY AND OSBORNE	ENGINEERING SERVICES	1,058.58	69500589	589400	1,058.58
1	10/20/2025	10/2/2025	122069-V25-121	8781	0	YARD DOGS	LANDSCAPING	2,040.00	69500589	589400	2,040.00
1	10/20/2025	9/30/2025	V25-122	8881	0	EMPLOYMENT SECURITY DEPARTMENT	PAID FAMILY & MED LEA	25.18	69500589	589400	25.18
1	10/20/2025	9/30/2025	V25-123	10266	0	EMPLOYMENT SECURITY DEPARTMENT	WA CARES FUND	22.18	69500589	589400	22.18
1	10/20/2025	9/30/2025	V25-124	9032	0	INTERNAL REVENUE SERVICE	Q3 FICA, MEDICARE, SOC	585.22	69500589	589400	585.22
1	10/20/2025	9/30/2025	V25-125	9038	0	WA DEPT LABOR AND INDUSTRIES	Q3 WORKERS COMP	24.19	69500589	589400	24.19
								5,430.89			5,430.89

I,THE UNDERSIGNED BOARD OF COMMISSIONERS DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED HEREIN,THAT ANY ADVANCE PAYMENT IS DUE AND PAYABLE PURSUANT TO A CONTRACT OR IS AVAILBLE AS AN OPTION FOR FULL OR PARTIAL FULFILLMENT OF A CONTRACTUAL OBLIGATION, AND THAT THE CLAIM IS A JUST, DUE AND UNPAID OBLIGATION AGAINST JEFFERSON COUNTY AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIM.

TOTAL WARRANT AMOUNT: 5,430.89

10/1/2025

MONTH

SIGNED 10/9/2025

____

CHAIR, COMMISSIONER NILSSEN

____

COMMISSIONER COLE

____

VICE CHAIR, COMMISSIONER MOUNTAIN

Port Ludlow Drainage District
P.O. Box 65261
Port Ludlow WA 98365
360-902-4873

Pay Stub Detail
PAY DATE: 10/09/2025
NET PAY: $811.48

Leigh Christianson
6062 State Route 20 #106
Port Townsend WA 98368

EMPLOYER
Port Ludlow Drainage District
P.O. Box 65261
Port Ludlow WA 98365
360-902-4873

PAY PERIOD

Period Beginning	09/01/2025
Period Ending:	09/30/2025
Pay Date:	10/09/2025
Total Hours:	30.00

EMPLOYEE
Leigh Christianson
6062 State Route 20 #106
Port Townsend WA 98368

BENEFITS	Accrued	Used	Available
Sick	0.75	0.00	12.47

NET PAY: **$811.48**

MEMO:

PAY	Hours	Rate	Current	YTD
Admin Hourly Wage	28.00	29.80	834.40	9,205.23
Admin Election Hourly	2.00	29.80	59.60	59.60
Correction Reimbursen	-	-	0.00	91.12

DEDUCTIONS	Current	YTD
Cash Advance Repayment	0.00	91.12

TAXES	Current	YTD
Federal Income Tax	0.00	0.00
Social Security	55.43	574.42
Medicare	12.96	134.34
WA Workers' Compensation Tax	3.06	31.83
WA Paid Family and Medical Leave EE	5.88	60.96
WA Cares Fund Employee	5.19	53.76

SUMMARY	Current	YTD
Total Pay	$894.00	$9,355.95
Taxes	$82.52	$855.31
Deductions	$0.00	$91.12

Net Pay **$811.48**

Port Ludlow Drainage District
P.O. Box 65261
Port Ludlow WA 98365
360-902-4873

Pay Stub Detail
PAY DATE: 10/09/2025
NET PAY: $116.62

Elmer Cole
30 Admiralty Ln Unit 316
Port Ludlow WA 98365-8260

EMPLOYER
Port Ludlow Drainage District
P.O. Box 65261
Port Ludlow WA 98365
360-902-4873

PAY PERIOD

Period Beginning	09/01/2025
Period Ending:	09/30/2025
Pay Date:	10/09/2025
Total Hours:	1.00

EMPLOYEE
Elmer Cole
30 Admiralty Ln Unit 316
Port Ludlow WA 98365-8260

BENEFITS	Accrued	Used	Available
Sick	0.03	0.00	1.60

NET PAY: **$116.62**

MEMO:

PAY	Hours	Rate	Current	YTD
Additional Meeting	-	128.00	0.00	256.00
Regular Meeting	1.00	128.00	128.00	1,152.00

DEDUCTIONS	Current	YTD

TAXES	Current	YTD
Federal Income Tax	0.00	0.00
Social Security	7.94	87.30
Medicare	1.86	20.42
WA Workers' Compensation Tax	0.00	0.00
WA Paid Family and Medical Leave EE	0.84	9.25
WA Cares Fund Employee	0.74	8.15

SUMMARY	Current	YTD
Total Pay	$128.00	$1,408.00
Taxes	$11.38	$125.12
Deductions	$0.00	$0.00

Net Pay **$116.62**

Port Ludlow Drainage District
P.O. Box 65261
Port Ludlow WA 98365
360-902-4873

Pay Stub Detail
PAY DATE: 10/09/2025
NET PAY: $116.62

Ronald R. Mountain
471 Montgomery Ln
Port Ludlow WA 98365-9648

EMPLOYER
Port Ludlow Drainage District
P.O. Box 65261
Port Ludlow WA 98365
360-902-4873

PAY PERIOD

Period Beginning	09/01/2025
Period Ending:	09/30/2025
Pay Date:	10/09/2025
Total Hours:	1.00

EMPLOYEE
Ronald R. Mountain
471 Montgomery Ln
Port Ludlow WA 98365-9648

BENEFITS	Accrued	Used	Available
Sick	0.03	0.00	0.23

NET PAY: **$116.62**

MEMO:

PAY	Hours	Rate	Current	YTD
Additional Meeting	-	128.00	0.00	128.00
Regular Meeting	1.00	128.00	128.00	896.00

DEDUCTIONS	Current	YTD

TAXES	Current	YTD
Federal Income Tax	0.00	0.00
Social Security	7.94	63.49
Medicare	1.86	14.85
WA Workers' Compensation Tax	0.00	0.00
WA Paid Family and Medical Leave EE	0.84	6.72
WA Cares Fund Employee	0.74	5.92

SUMMARY	Current	YTD
Total Pay	$128.00	$1,024.00
Taxes	$11.38	$90.98
Deductions	$0.00	$0.00

Net Pay **$116.62**

Port Ludlow Drainage District
P.O. Box 65261
Port Ludlow WA 98365
360-902-4873

Pay Stub Detail
PAY DATE: 10/09/2025
NET PAY: $116.62

Michael N. Nilssen
51 Harms Ln
Port Ludlow WA 98365-9610

EMPLOYER
Port Ludlow Drainage District
P.O. Box 65261
Port Ludlow WA 98365
360-902-4873

PAY PERIOD

Period Beginning	09/01/2025
Period Ending:	09/30/2025
Pay Date:	10/09/2025
Total Hours:	1.00

EMPLOYEE
Michael N. Nilssen
51 Harms Ln
Port Ludlow WA 98365-9610

BENEFITS	Accrued	Used	Available
Sick	0.03	0.00	1.42

NET PAY: **$116.62**

MEMO:

PAY	Hours	Rate	Current	YTD
Additional Meeting	-	128.00	0.00	384.00
Regular Meeting	1.00	128.00	128.00	1,280.00

DEDUCTIONS	Current	YTD

TAXES	Current	YTD
Federal Income Tax	0.00	0.00
Social Security	7.94	103.17
Medicare	1.86	24.13
WA Workers' Compensation Tax	0.00	0.00
WA Paid Family and Medical Leave EE	0.84	10.93
WA Cares Fund Employee	0.74	9.63

SUMMARY	Current	YTD
Total Pay	$128.00	$1,664.00
Taxes	$11.38	$147.86
Deductions	$0.00	$0.00

Net Pay **$116.62**

PLDD Commissioner Expense Reimbursement Request

Port Ludlow Drainage District (PLDD)
P. O. BOX 65261
PORT LUDLOW, 98365

Claim of: Michael Nilssen

Claim will not be allowed unless all information is shown in detail and receipts are provided. Reimbursement is based upon PLDD Resolution 2018-05. Officers' and Employees' Certificate of Expenses and Reimbursement Claims per RCW 42.24.090

Attach all receipts and mileage calculations or maps to this form.

Expense Date	Purpose	Mileage (RT)	Expense Amount
7/1/2025	Zoom payment August 30 to September 29, 2025	0	10.00
	TOTAL		
	TOTAL		10.00

Year 2025 ALLOWANCE:

Mileage 70 cents per mile driven for business use, effective 1/1/2025

Meeting Rate $128.00 for Commissioners

Expenses **Meetings/District Business - BARS Code 53150.10.0020**
Mileage & Expense – BARS Code 53150.43.0010

SIGNED ________________________ Title Commissioner Date ________

APPROVED: ________________________ Title Commissioner Date ________

Invoice

Zoom Communications, Inc.
55 Almaden Blvd, 6th Floor
San Jose, CA 95113

Invoice Date: Sep 30, 2025
Invoice #: INV323785821
Payment Terms: Due Upon Receipt
Due Date: Sep 30, 2025
Account Number: 7013106769
Currency: USD
Payment Method: MasterCard ************8055
Account Information: Port Ludlow Drainage District

Federal Employer ID Number: 61-1648780

Purchase Order Number:

Tax Exempt Certificate ID:

Zoom W-9

Sold To Address: P. O. Box 65261,
Port Ludlow, Washington 98365
United States
831-801-4625
commissioner3@pldd.org

Bill To Address: P. O. Box 65261,
Port Ludlow, Washington 98365
United States
831-801-4625
commissioner3@pldd.org

Charge Details

Charge Description	Subscription Period	Subtotal	Taxes, Fees & Surcharges	Total
Charge Name: **Cloud Recording 30 GB - overage fee** Quantity: 0 Unit Price: $0.0000	Aug 30, 2025 - Sep 29, 2025	$0.00	$0.00	***$0.00***
Charge Name: **Cloud Recording 30 GB** Quantity: 1 Unit Price: $10.00	Sep 30, 2025 - Oct 29, 2025	$10.00	$0.00	***$10.00***
		Subtotal		**$10.00**
		Total (Including Taxes, Fees & Surcharges)		**$10.00**

	Invoice Balance	**$0.00**

Taxes, Fees & Surcharge Details

Charge Name	Tax, Fee or Surcharge Name	Jurisdiction	Charge Amount	Tax, Fee or Surcharge Amount
			Total of Taxes, Fees & Surcharges	**$0.00**

Transactions

Invoice Total	**$10.00**

Transaction Date	Transaction Number	Transaction Type	Description	Applied Amount
Sep 30, 2025	P-380871403	Payment		**$-10.00**
			Invoice Balance	**$0.00**

Need help understanding your invoice? Click here

Zoom One is rebranding to Zoom Workplace! This new name does not impact your services.
Please note ZoomIQ for Sales is now called Zoom Revenue Accelerator. Your Services will remain the same and this name change does not change your current subscription pricing.

This plan includes products with monthly and/or yearly subscription periods. The subscription period for each plan, and the total charge, $10.00 (plus applicable taxes and regulatory fees), per subscription period for that product are set out above in the Charge Details section. Unless you cancel, your subscription(s) will auto-renew each subscription period and each subscription period thereafter, at the price(s) listed above (plus any taxes and regulatory fees applicable at the time of renewal) and your payment method on file at zoom.us/billing will be charged. You can cancel auto-renewal anytime, but you must cancel by the last day of your current subscription period to avoid being charged for the next subscription period. You will not be able to cancel your "base plan" (Zoom Meetings, Zoom Phone, or Zoom Rooms) without first canceling all other subscriptions in your plan. If you cancel, you will not receive a refund for the remainder of your then-current subscription period. You can cancel by navigating to zoom.us/billing and clicking "Cancel Subscription," clicking through the

prompts, and then clicking to confirm cancellation. Should Zoom change its pricing, it will provide you with notice, and you may be charged the new price for subsequent subscription.

Falge Financial, Inc.
2535 Hastings Avenue
Port Townsend, WA 98368 US
+13603857172
ben@falgefinancial.com

INVOICE

BILL TO
PLDD Commissioners
Port Ludlow Drainage District
P.O. Box 65261
Port Ludlow, WA 98365

INVOICE # 5450
DATE 09/30/2025
DUE DATE 10/30/2025
TERMS Net 30

DESCRIPTION	ACTIVITY	QTY	RATE	AMOUNT
Bookkeeping - September 1 through September 30, 2025	**Bookkeeping**	1	285.00	285.00
Quickbooks with Payroll Subscription	**Quickbooks Online Subscription**	1	110.00	110.00

BALANCE DUE **$395.00**

Ludlow Maintenance Commission
PO Box 65060
Port Ludlow WA 98365
360.437.9201

Invoice

Date	Invoice #
9/11/2025	5579

Bill To	Ship To
Port Ludlow Drainage District PO Box 65261 Port Ludlow, WA 98365	

Terms	Due Date
30 Days	9/11/2025

Description	Quantity	Rate	Class	Amount
Meeting Room Hourly Rental (Non-Member Rate) - September 11, 2025 meeting	1.5	50.00		75.00T
Owl Pro - table top communications		25.00		25.00T

Please make your check payable to Ludlow Maintenance Commission or LMC. Thank you.

Subtotal	$100.00
Sales Tax (9.2%)	$9.20
Total	$109.20
Payments/Credits	$0.00
Balance Due	$109.20

Gray & Osborne, Inc.
CONSULTING ENGINEERS

DATE: September 16, 2025

TO: Port Ludlow Drainage District
districtadmin@pldd.org
P.O. Box 65261
Port Ludlow WA 98365

ATTN: Dean Cole, Michael Nilssen, Ron Mountain, Leigh Christianson

FROM: Stacey Clear

PROJECT #: Engineering Invoices

SUBJECT: Engineering Invoice

WE ARE TRANSMITTING:
- ☒ Herewith
- ☐ Under Separate Cover

Number of Copies: Electronic

THE FOLLOWING:
- ☐ Prints
- ☐ Construction Drawings
- ☐ Specifications
- ☐ Shop Drawings
- ☐ Change Order
- ☐ Legal Description
- ☐ Letters
- ☒ Invoices

FOR:
- ☐ Review and Comment
- ☒ Approval
- ☐ Signature
- ☐ Your Use and Files
- ☐ As Requested
- ☒ Action Noted Below
- ☐
- ☐

COMMENTS:

Attached is an electronic copy of the engineering services invoices for the project(s) noted below:

G&O#	#	Project Name	Invoice Amount	Work Completed
25429.00	8	General Engineering	$1,058.58	Monthly commissioner's meetings, budget work

If you have any questions, please feel free to contact me. Thank you for the opportunity to work with the Port Ludlow Drainage District.

-Stacey Clear

1130 Rainier Avenue South, Suite 300 Seattle, Washington 98144 (206) 284-0860 Fax: (206) 283-3206

Invoice

Gray & Osborne, Inc.
CONSULTING ENGINEERS

Port Ludlow Drainage District
districtadmin@pldd.org
P.O. Box 65261
Port Ludlow, WA 98365

September 15, 2025
Project No: 25429.00
Invoice No: 8

Project 25429.00 2025 General Engineering

Professional Services from August 10, 2025 to September 6, 2025

Professional Personnel

	Hours	Rate	Amount	
P. Manager				
Clear, Stacey	4.50	235.24	1,058.58	
Totals	4.50		1,058.58	
Total Labor				**1,058.58**
			Total this Invoice	**$1,058.58**

INVOICE

Yarddogs Landscaping
PO Box 686
Chimacum, WA 983250686

yarddogs8124@gmail.com
+1 (360) 643-1180

Bill to
Port Ludlow Drainage District
PO Box 65261
Port Ludlow, Washington 98365

Ship to
Port Ludlow Drainage District
PO Box 65261
Port Ludlow, Washington 98365

Invoice details
Invoice no.: 122069
Terms: Net 30
Invoice date: 10/02/2025
Due date: 11/01/2025

#	Product or service	Description	Qty	Rate	Amount
1.	**September Landscaping Maintenance**		1	$2,040.00	$2,040.00

Total **$2,040.00**

Taxes to be Paid October 2025 Report
For Q3 of Taxable Year 2025
Port Ludlow Drainage District

Agency to Pay	Amount to Pay	What its for
United States Treasury	$ 585.22	FICA is for federal withholding, Medicare, and Social Security.
Employment Security Department *	$ 25.18	Paid family medical leave. Employees and commissioners are subject to this tax.
WA State Dept. of Labor & Industries	$ 24.19	Workers compensation.
Employment Security Department **	$ 22.18	WA Cares Fund. Employees and commissioners are subject to this tax.

* Current balance with PFML is -$9.98. The estimated amount due for the period is $25.16
$0.02 added to amount to maintain a balance of $10.00 with the agency to cover any differences between the estimate and actual.

** Current balance with WA Cares is -$9.99. The estimated amount due for the period is $22.17
$0.01 added to amount to maintain a balance of $10.00 with the agency to cover any differences between the estimate and actual.

Report Created: 10/1/2025

Prepared by
Falge Financial, Inc.