

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

**Agenda for Board of Commissioners' Regular Meeting # 0267**

**Thursday, October 8, 2020 at 10:00 AM**

**CALL-IN NUMBER 848 777-1212**

**Meeting Code 37246#**

**By Proclamation 20-28 from Governor Inslee dated March 24, 2020 (with extensions) waiving and suspending the portions of OPMA RCW 42.30 that require in-person meetings in order to avoid public gathering, PLDD meeting will be conducted telephonically only. If the above Proclamation expires and the Port Ludlow Fire Hall is available for public meetings on October 8, 2020, a speaker phone will be available 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:**
- 5. Engineer Reports:**
  - a. Site Plan Review Lot 143 Montgomery Lane
- 6. New Business:**
  - a. Records Retention Clerk
  - b. Retainer for payroll and account management services
- 7. Old Business:**
  - a. Budget planning and approval – Resolution 2020-3 “Adopting the 2021 Budget”
  - b. Small Works Roster – Resolution 2020-4
  - c. Jefferson County Ordinance 06-0817-20 adopting the Drainage District’s Assessment System.
- 8. Commissioners’ Reports and Comments:**
  - a. Commissioner Activities, Reports
- 9. 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 Special Meetings Minutes dated September 10, 2020 and September 22, 2020
  - b. Approval of Voucher/Warrants – Vouchers 20-056 thru 20-062 total \$6808.71 (Voucher Summary and original invoices provided to the Commissioners prior to the meeting)

**10. Signing of Documents:** will be done within 5 business days of the approval as provided for in Resolutions 2020.01 and 2020.02

**11. Meeting Adjournment:**

Port Ludlow Drainage District  
 End of Month Summary - Quarter 3, 2020  
 Values taken from Jefferson County Treasurer Report General Ledger

Account	July	August	September
PLDD Cash Account – 010; reported on JC GL	\$94,896.34	\$87,244.05	\$82,339.92
Current month invoice total	-\$8,958.81	-\$6,570.37	-6,808.71
Subtotal – after invoice payments	\$85,937.53	\$80,673.68	\$75,531.21
PLDD Investment Account 010	\$100,000.00	\$100,000	\$100,000
PLDD Investment Account monthly income that was paid into cash account	\$25.07	\$20.65	\$16.09
PLDD Reserve Account - 040	\$48,000.00	\$48,000.00	\$48,000
PLDD Reserve Account – 040 cash balance (accumulated interest)	\$1,096.81	\$1,106.73	\$1114.45
Net Total of all accounts (after current month Invoices are paid)	\$235,034.34	\$229,780.41	\$224,645.66
2020 Special Assessment Paid (accumulated)	\$45,266.64	\$45,885.31	\$47,535.46
2020 Special Assessment unpaid	\$34,733.36	\$34,114.69	\$32,464.54
Loan Balance		\$17,929.70	\$17,929.70