

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

Agenda for Board of Commissioners' Special Meeting # 0288

February 17, 2022 at 10:00 AM

ZOOM Open Meeting

Port Ludlow Drainage District is inviting you to join a Zoom Meeting

<https://zoom.us/j/99661252281?pwd=ZXA4Wm54UnVJM0x0RERDK2ROc24wdz09>

Meeting ID: 996 6125 2281

Passcode: 559634

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: **996 6125 2281** Passcode: **559634** 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.

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

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 Fire Hall.

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. 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 January 20, 2022 Special meeting 0287.
- b. 288 Voucher Summary: numbers 22-001 through 21-006 totaling \$5,729.31 with \$494.05 for payroll and \$5,235.26 for goods and services.

6. Commissioner Communications:

7. OLD BUSINESS

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

Recommended Action: Receive a report from the Chair, review scope work from consulting Engineer Barry Baker of Gray & Osborne, Inc. and identify next steps and receive Input from County Commissioner Greg Brotherton and Brent Butler, the Director of the Department of Community Development.

7.b. Review a Draft Annual Administrative Calendar and Discussion of Agenda Materials to be provided at meetings.

Recommended Action: Review draft Annual Administrative Calendar and make recommendations for any additions.

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

Recommended Action: Continue discussion to the March meeting.

7.d. Follow-up on whether to initiate a request for qualifications for legal services or continue services with Ogden Murphy Wallace, PLLC

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

Recommended Action: Receive a report from Commissioner 2 based on direction from the last meeting to contact OMW and provide direction on whether to initiate a request for qualifications for legal services or continue services with Ogden Murphy Wallace, LLP

8. NEW BUSINESS: None

9. REPORTS:

9.a. Report of Financial Activities

Recommended Action: The Commissioners will receive a report on the financial activities of the District from Commissioner 3.

10. 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.

11. MEETING ADJOURNMENT.