

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

Agenda for Board of Commissioners' Meeting # 0292

June 9, at 10:00 AM

ZOOM Audio Open Meeting

Port Ludlow Fire District Meeting Hall, 7650 Oak Bay Road, Port Ludlow WA 98365

COVID-19 NOTICE NO IN-PERSON PUBLIC ATTENDANCE IS ALLOWED AT THE MEETING

You can join us with this Audio Zoom Link:

<https://us06web.zoom.us/j/83506928778?>

[pwd=WmVkQUdsMmNoaUxkYkZOUmVCMW5uZz09](https://us06web.zoom.us/j/83506928778?pwd=WmVkQUdsMmNoaUxkYkZOUmVCMW5uZz09)

Meeting ID: 835 0692 8778

Passcode: 015095

Telephone Audio-only: Dial 1 (253) 215-8782 Meeting ID: 835 0692 8778

Passcode: 015095. This option will allow you to listen to the meeting live on your telephone. **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 meeting.

1. Call to Order:

2. Roll Call:

3. **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.*

4. Agenda Approval:

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.*

5.a. Minutes May 12, 2022, meeting #0291.

5.b. 292 Voucher Summary: numbers 22-033 through 22-040 totaling \$4,386.16 with \$1,044.93 for payroll and \$3,341.23 for supplies and services.

6. Commissioner Communications:

7. Old Business:

7.a. Update on Draft Amendments for Maintenance At Ludlow Cove II “Cottages”, Ebb Tide Court And Waterhouse Lane

Recommended Action: The Commission will receive an update on the status of the review of revised maintenance areas and activities at Ludlow Cove II “Cottages”, Ebb Tide Court, and Waterhouse Lane developments.

7.b. Report on Port Ludlow Drainage District Records Management systems including a budget for purchase of District owned laptops for Commissioner’s use and secure cloud-based file sharing.

Recommended Action: Receive a report from Chair Rygmyr and consider authorization of the purchase of District owned laptops for use by each Commissioner.

7.c. 201 Montgomery Court

Recommended Action: Follow-up discussion on 201 Montgomery Court.

8. New Business:

8.a. Review of Proposed plantings at 121 Machias Loop Road.

Recommended Action: Review plantings at 121 Machias Loop Road.

8.b. Port Ludlow Drainage District Inventory Review:

Recommended Action: Receive a report from the District consulting Engineer, Barry Baker, of Gray and Osbourne Engineering, Inc.

8.c. Discussion of location for Commissioner meetings.

Recommended Action: Discuss options for Commission meeting locations.

8.d. Expiration of Contract for Maintenance (December 2022)

Recommended Action: Discuss next steps for procurement of a contract for Maintenance services prior to the expiration of the current contract with Yard Dogs Landscaping Inc.

8.e. Discussion of web-based public inquiry form and strategies to provide a historical record for future Commissioners and the public.

9. Reports:

9.a. Finance:

1. Report of Account Balances and Changes for May 2022 – PLDD
2. Statement of Financial Expense Budget Performance for May 2022 – PLDD
3. Jefferson County Receivable Summary May 2022 – PLDD
4. Update on State Auditors Report

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

10. Signing of the 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.