

# BURLINGTON WATER DISTRICT

Manager: NW Natural Water Services - P.O. Box 699 Newberg, OR 97132

Phone: 503-554-8333; 1-855-554-8333 (TF)

Internet: BWD Website <https://burlingtonwater.specialdistrict.org/>

## July 17, 2026 AGENDA

### Commissioner of Burlington Water District Board Meeting

Please join my meeting from your computer, tablet or smartphone.

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Access Code:

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**Meeting called to order:**

**Announce Board members present to establish quorum for meeting:**

**Absent:**

**Public Comment (limited to 10 min./issue):**

**Revised Budget Resolution vote.** See attached revised budget resolution.

### Staff Reports:

1. Seth Olson, NWNWS Water Operator's Report (see attached reports)
  - a. Status of additional fencing at reservoir site.
  - b. Status of letter explaining water rate increase including loss factor costs.
  - c. Board questions or comments.
2. Dan Zimmerman, Bookkeeper/Office Manager Report (see attached report)
  - a. Audit timeframe for completion.
  - b. Board questions or comments.

### Consent Agenda:

- a. Board approval to pay bills as presented
- b. Board approval of June Board Meeting minutes

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## Administrative Reports:

### Old Business:

- a. Water Rate Study: Discuss Board goals and objectives or table for future discussion. (Note: A "Memo of Understanding" is needed and Board member to assist).
- b. Fire and Emergency options - No immediate action needed. Call response data received from the City of Portland July, 2026. See attachment.
- c. Administrator Assistant solicitation status (Gail C. and Tami E.)
- d. Board member recruitment status. Discuss idea of neighborhood "coffee klatches". (Gail C.)

### New Business:

- a. Renewal of Dan's contract (attached).
- b. Should future meeting dates or times change to better accommodate Board Members and in particular, the Chair?

## Announcements:

### Adjourn:

**Next Board Meeting:** August 19, 6:15 pm online

**Location:** All meetings held by GoToMeeting videoconference. See BWD website.

### Attachments:

Proposed Corrected Budget Resolution Fiscal Year 26-27-02

NWNWS report on June data

Bookkeepers report

June 2026 Revised Minutes

Dan Zimmerman's proposed 2026-2027 contract

Burlington Response Times 7/1/2023 - 6/30/2026 from City of Portland

*2021 Water Rate Study (17-page pdf sent July 2<sup>nd</sup> in separate email)*

Gc/gc

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