

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/>

Commissioner of Burlington Water District Board Meeting

May 15, 2026 Agenda

Public Meeting invite

Commissioners of Burlington Water District Board Meeting

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

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Meeting called to order Chair Lovett.

Announce Board members present to establish quorum for meeting.

Absent: Ed Hodges, PE, Engineer of Record for BWD (*no topics this evening*)

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

Staff Reports:

1. Seth Olson, NWNWS Water Operator's Report
2. Bookkeeper/Office Manager's Report
 - a. Recommended data to track for potential water rate study (follow-up)
 - b. Audit timeframe for completion
 - c. NWNWS Credit Memo and Accounts Receivable/Payable report summary
 - d. Monthly budget statement summary

Consent Agenda:

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

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Administrative Reports:

Old Business:

- a. Report that May 7, Multnomah Tax Supervising Commission joint meeting occurred regarding Five-Year Levy May 19 Election community comments to date (Chair Lovett)
- b. File storage status (Anne S.)
- c. Draft Administrator Duties and Compensation discussion and motion to allocate budget to advertise for administrator (Gail C.)

New Business:

Announcements:

Adjourn:

Next Board Meeting: June 17, 6:15 pm online **Major Topic:** BWD Motion to approve 2026/27 budget as approved and recommended by the BWD Budget Committee at the May 13, 2026 budget meeting.

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

Respectfully submitted,
Gail Curtis, Recording Secretary

Attachments:
Draft Administrator Duties and Compensation

Gc/gc