

BURLINGTON WATER DISTRICT

Contact: Dan Zimmerman dzimmermn4085@yahoo 503-318-7732

Chair Lovett: ricardolovettbwd@gmail.com

Operator: 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/>

October 21, 2026 Meeting Agenda

Burlington Water District October 21, 2026 Board Meeting

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

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Access Code: 135-096-453

United States: [+1 \(408\) 650-3123](tel:+14086503123)

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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):

Welcome New BWD Board Member: Robin Walden, to be sworn in tonight

Staff Reports:

1. Ed Hodges (no agenda topics)
2. Seth Olson, NWNWS Water Operators Report
 - a. Monthly report highlights
 - b. Review current water loss calculations, elimination of 10% forgiveness practice
 - c. Broken weblink for payment and NWNWS contact
 - d. Review completion of brush removal around tank
3. Dan Zimmerman, Bookkeeper/Office Manager Report (see attached reports)
 - a) Monthly report, address anomalies if any, take questions from Board
 - b) BWD 2026-2027 Water Rate Study (WRS) status (continued from last month)

Consent Agenda:

1. Board approval to pay bills as presented
2. Board approval of September Board Meeting minutes

BOARD DISCUSSION: Water Rate Study (continued by Chair Lovett)

1. Should BWD Board approach Commissioner Clark to request the City of Portland, Water Bureau
 - a. (City) co-develop or assist with BWD 2026-27 Water Rate Study WRS?
2. Should goal be for the City to take over and BWD dissolved to improve efficiency?
3. Should WRS include a water rate forecast under:
 - a. City ownership
 - b. BWD ownership?
4. Should BWD 2025 Master Plan be used as a basis for infrastructure and maintenance needs? (Yes)
5. Should Portland Fire and Rescue (PFR) be brought into this discussion for same purpose to transfer services to PFR?
6. What are the risks and benefits of postponing and prolonging the WRS, start to finish, to engage the City?
7. Other discussion points.
8. Summarize next steps.

Old Business:

1. Seth Olson: Provide customers 30 days' notice before ending the 10% water-loss forgiveness.
2. Seth Olson: Check with accounting regarding the timing of customer bill processing and mailing.
3. Dan Zimmerman: Coordinate ordering additional check stock.
4. Dan Zimmerman: Coordinate possible November meeting-date changes by email if a conflict is confirmed

Completed Items:

1. Seth Olson: Provided the Board with the additional explanation/calculation regarding the water-loss charge. (Email sent 09/16/2026)
2. Seth Olson / service contractor: Arranged one day of brush clearing around the tank, reported the percentage completed, and did not continue beyond the first day. 10/09/2026
3. Dan Zimmerman: Mailed the October 15 meeting notice for October 15 meeting
4. Ricardo: Fire and Emergence status of contact with the City and met with SDAO – next meet Dec.
5. Board representative: Contact Tualatin Valley Fire & Rescue regarding potential service and rates.
6. Ricardo sent out notice to applicants with Administrative Secretary Position on hold.
7. Tami Ege: Review the online-billing link and website integration options.
8. Anne Squire & Tami Ege canvassed neighborhoods regarding Ballot Measure and Board Members
9. Tami Ege: Provided the required notice language for the October 15 levy-related meeting.
10. Tami Ege: Reviewed prior meeting records concerning engineering attendance and related charges.
11. Tami Ege: Reviewed and edit prior levy mailers and sent them for Board and TSCC review.

New Business:

Should we switch our BWD meetings to Zoom from GoTo? (End of 2026?)
Ballot Measure - Discuss ways to gain support. (Chair Lovett)
Dan Zimmerman – Meeting in November status

Announcements: Chair Lovett may be absent for Oct. and Nov. 2026 meetings.

Motion to Adjourn:

Next Board Meeting: Tentative November 18, 2026, 6:15 pm online

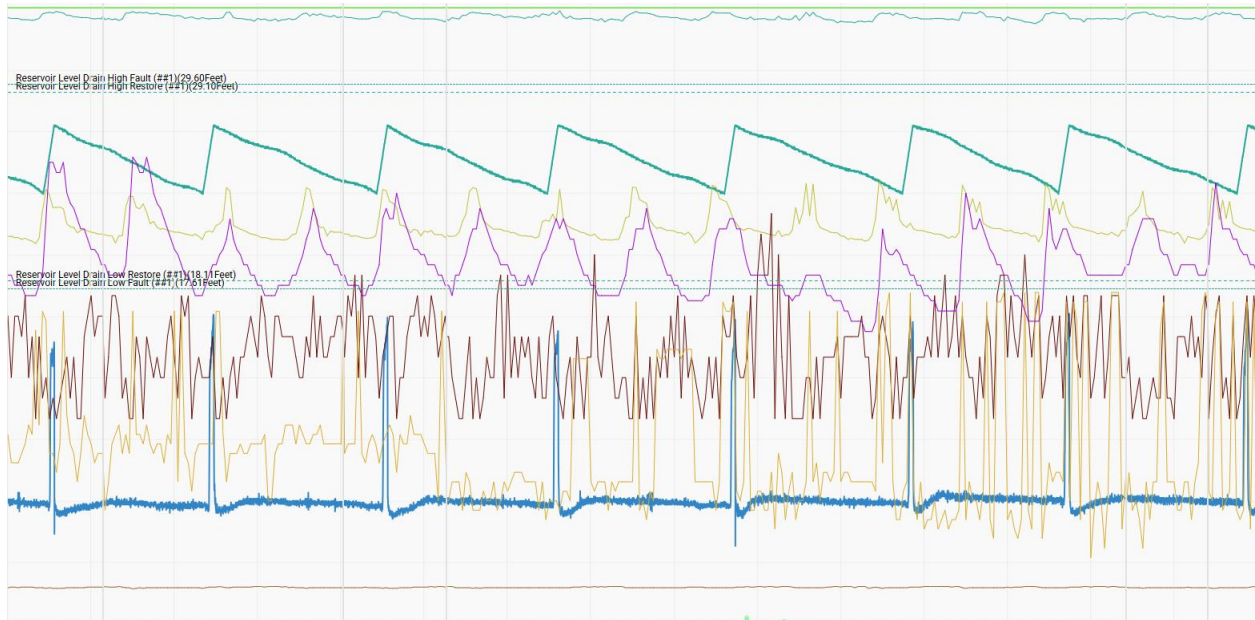
Location: All meetings held by GoToMeeting videoconference. See BWD website.



NW Natural Operations Report for 2026 Oct's Meeting

1

SCADA Report

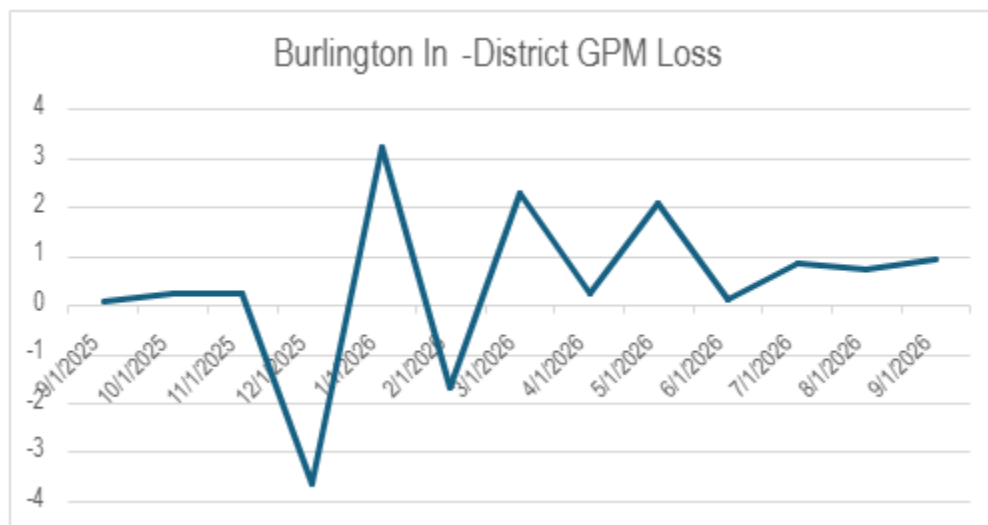


Distribution Overview In-District

Water Pumped: 992,012 Gallons

Water Sold: 950919 Gallons

Loss Factor: 4.14%





NW Natural Distribution Overview Logie Trail

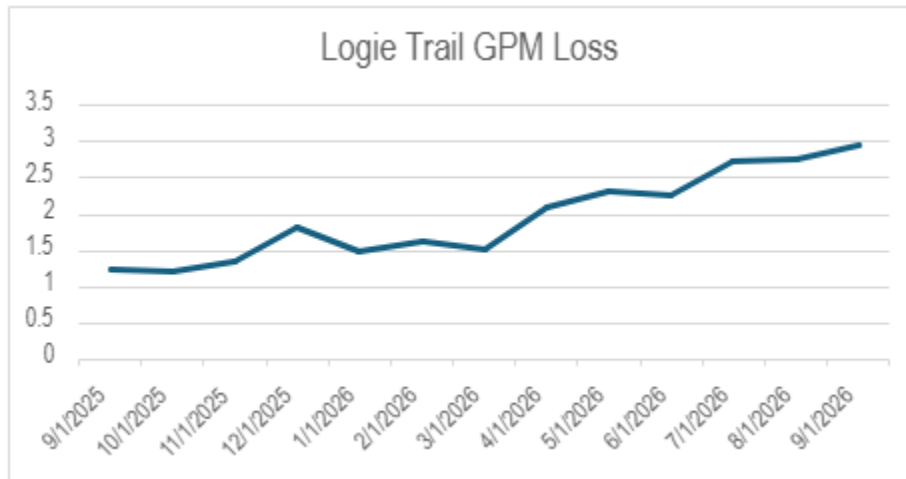
2

Water Pumped – 164,421 Gallons

Water Sold – 27,903 Gallons

Loss Factor = 83.03%

Charge per customer: \$26.01



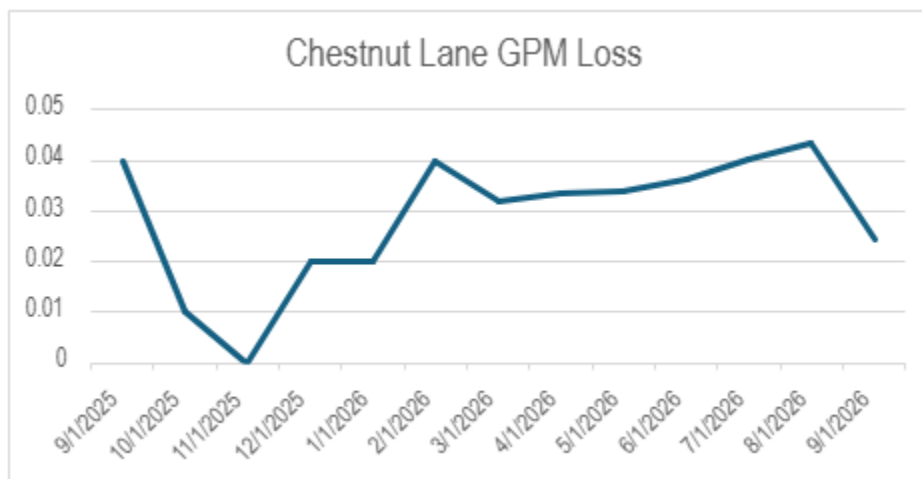
Distribution Overview Chestnut Lane

Water Pumped: 41,741 Gallons

Water Sold: 40,619 Gallons

Loss Factor: 2.69 %

Charge per customer: \$0





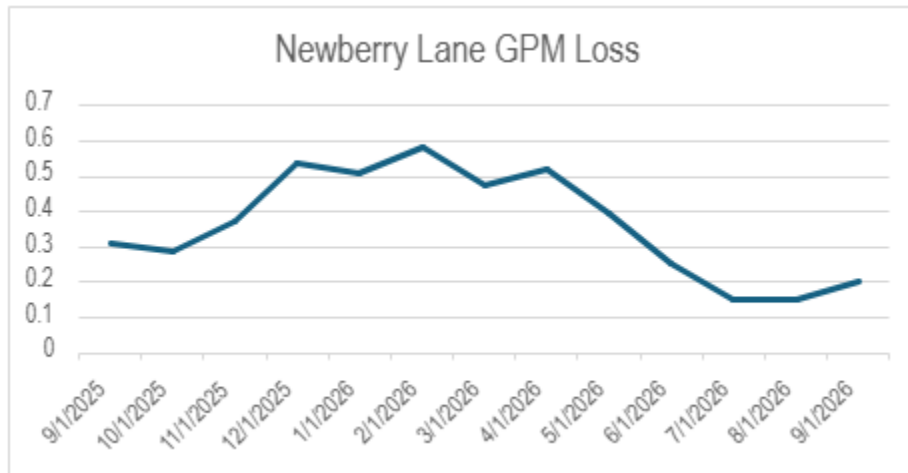
Distribution Overview Newberry Lane

Water Pumped – 53,010 Gallons

Water Sold – 25,807 Gallons

Loss Factor = 26.29 %

Charge per customer: \$3.29



Compliance Analysis

Samples Collected: 1 of 1

1. 09/08 – Routine Bacterial Sample

Average Chlorine Residual: 0.999 PPM

Compliance Violations : None



Additional Services

9/01- Locates #26287343, #26287379, #26287435

9/02- Locates #26287482, #26287628

9/11- Locates #26298542, #26298546

9/14- Locates #26300702

9/21- Locates #26308729, #26308738, #26308287, #26308730, #26308732

9/22- Meter reading

Recommended Maintenance

Administrative Comments

The new NW Natural Water Services rates for 2027 have been emailed out.

The brush around the reservoir has been cut back to create a better fire burrier.

FISCAL YEAR July 1 to June 30

In District

2026

2026

Report Month:	August	Sept	Oct.	Nov.	Dec.	Jan.	Feb	March	April	May	June	July	TOTAL
Usage Month	july	august	sept	october	nov	dec	january	feb.	march	april	may	june	
Water fr. City Water to Customers (gallons)	1166734	1091248	992012				851243	763759	767567	749367	905081	1042011	8329022
Water Sold (gallons)	1127577	1056429	950919				706979	835795	665790	739625	818062	1036602	7937778
Water Loss (gallons)	39157	34819	41093				144264	-72036	101777	9742	87019	5409	391244
Water Loss %	3.36%	3.19%	4.14%				16.95%	-9.73%	13.26%	1.30%	9.61%	0.52%	4.70%
Total Mo. Revenue	\$ 28,934.58	\$ 27,266.83	\$ 25,684.47				\$ 23,043.12	\$ 25,500.71	\$ 22,640.99	\$ 22,920.47	\$ 23,827.41	\$ 28,899.75	\$ 228,718
Total Arrears	\$ 13,711.88	\$ 41,781.04	\$ 34,341.76				\$ 7,155.60	\$ 7,033.52	\$ 6,154.15	\$ 6,810.14	\$ 6,137.18	\$ 11,912.01	\$ 135,037
Difference	\$ 15,222.70	\$ (14,514.21)	\$ (8,657.29)	\$ -	\$ -	\$ -	\$ 15,887.52	\$ 18,467.19	\$ 16,486.84	\$ 16,110.33	\$ 17,690.23	\$ 16,987.74	

FISCAL YEAR July 1 to June 30

Total System

2026

2026

Report Month:	August	Sept	Oct.	Nov.	Dec.	Jan.	Feb	March	April	May	June	July	TOTAL
Usage Month	july	august	sept	october	nov	dec	january	feb.	march	april	may	june	
Water fr. City Water to Customers (gallons)	1166734	1091248	992012				851243	763759	767567	749367	905081	1042011	8329022
Water Sold (gallons)	996854	924872	804076				617443	736561	575418	632321	703219	926781	6917545
Water Loss (gallons)	169880	166376	187936				233800	27198	192149	117046	201862	115230	1411477
Water Loss %	14.56%	15.25%	18.94%				27.47%	3.56%	25.03%	15.62%	22.30%	11.06%	16.95%
Total Mo. Revenue	\$ 34,697.05	\$ 32,471.31	\$ 31,318.05				\$ 26,945.06	\$ 29,336.98	\$ 26,283.49	\$ 26,734.37	\$ 27,813.69	\$ 34,382.60	\$ 269,983
Total Arrears	\$ 33,305.56	\$ 46,430.20	\$ 36,441.11				\$ 20,630.50	\$ 22,276.25	\$ 26,077.11	\$ 23,217.06	\$ 22,891.92	\$ 32,596.76	\$ 263,866
Difference	\$ 1,391.49	\$ (13,958.89)	\$ (5,123.06)	\$ -	\$ -	\$ -	\$ 6,314.56	\$ 7,060.73	\$ 206.38	\$ 3,517.31	\$ 4,921.77	\$ 1,785.84	

NW Natural Water Services

Monthly SUMMARY REPORT for the Burlington Water District

Note: Report includes Burlington In-District System, N.W. Newberry Road Out-of District

System, N.W. Logie Trail Road Out-of-District System, N.W. Chestnut Lane System Out-of-District,

Meter Reading Date: Aug 21st - Sept 22nd

Water to Reservoir (from City)		Gallons
Water fr. Reservoir (to		

customers)	992012	Gallons
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Water Sold	804076	Gallons
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Water Loss	187936	Gallons
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Water Loss %	18.94%	
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Total Revenue (total charged in Sept billing)	\$ 31,318.05
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Total Arrears	\$ 36,441.11
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Difference	\$ (5,123.06)
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Total Revenue Detail

Base Fees (in district and out of district)	\$ 15,410.49
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Water Sales	\$ 15,466.68
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Late Fees	\$ -
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Over payments/Not deposited payments	\$ (1,119.29)
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Total Receivables/Revenue	\$ 66,639.87
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Total Receipts on Account	\$ 40,367.95	Collected in September
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Total Bank Deposit	
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Average Usage for Active Meters	6,757	Gallons
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Average Water Charge for Active Meters	\$ 129.97
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Usage Groups	# of Accounts	Gallons	% of Usage	Number of Accounts Paid in Full	Revenue Generated
Over 30,001	5	393475	48.94%	4	\$ 12,869.22
20,001 to 30,000	2	42264	5.26%	1	\$ 2,447.09
6,001 to 20,000	14	125449	15.60%	7	\$ 4,644.68
1 to 6,000	89	242888	30.21%	54	\$ 10,304.21
Zero usage	9	0	0.00%	2	\$ 611.97
Total Meters	119	804076	100.00%	68	\$ 30,877.17

Report Date:October 14th 2026

Burlington In-District System Detailed Report (1 of 5)

NW Natural Water Services

Meter Reading Date: Aug 21st - Sept 22nd

Water Pumped	992,012	Gallons
Water Sold	950,919	Gallons
Water Loss	41,093	Gallons
Water Loss %	4.14%	
Total Revenue	\$ 25,684.47	
Total Arrears	\$ 34,341.76	
Difference	\$ (8,657.29)	

Revenue Detail

Base Fees Marinas	\$ 6,880.15
Base Fees all Others (\$74.18 per home)	\$ 6,305.30
Water Sales Marinas	\$ 6,817.53
Water Sales all Others	\$ 5,681.49
Late Fees	\$ -
Over Payments/Payments Not Deposited	\$ (944.36)
Total Receivables/Revenue	\$ 59,081.87

Total Receipts on Account	\$ -
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Average Usage for Active Meters	9,605	gallons
Average Water Charge for Active Meters	\$ 126.25	

Usage Groups Gallons per Month	No. of Accounts	Gallons	% of Usage	Number of Accounts Paid in Full	Revenue Generated
Over 30,001	8	634647	66.74%	0	\$ 12,869.22
20,001 to 30,000	1	20197	2.12%	0	\$ 442.05
6,001 to 20,000	11	104653	11.01%	1	\$ 4,051.01
1 to 6,000	70	191422	20.13%	3	\$ 7,802.93
Zero usage	8	0	0.00%	0	\$ 519.26
Total Meters	98	950919	100.00%	4	\$ 25,684.47

Report Date: October 14th 2026

Page 1 of 1

NW Newberry Road Out of District System Detailed Report (2 of 5)

NW Natural Water Services

Meter Reading Date: Aug 21st - Sept 22nd

Water Pumped	35,010	Gallons
Water Sold	25,807	Gallons
Water Loss	9,203	Gallons
Water Loss %	26.29%	
Total Revenue	\$ 2,243.05	
Total Arrears	\$ 1.69	
Difference	\$ 2,241.36	

Revenue Detail

Base Fees Marinas	\$ -
Base Fees all Others \$92.71	\$ 278.13
Water Sales Marinas	\$ -
Water Sales all Others	\$ 1,964.92
Late Fees	\$ -
Over Payments/Payments Not Deposited	\$ (0.00)
Total Receivables/Revenue	\$ 2,256.30
Monthly adjustment for loss factor	\$ 1.69 per account
Total Receipts on Account	\$ -
Average Usage for Active Meters	8,602 Gallons
Average Water Charge for Active Meters	\$ 654.97

Usage Groups	Gallons per Month	No. of Accounts	Gallons	% of Usage	Number of Accounts Paid in Full	Revenue Generated
Over 30,001		0	0	0.00%	0	\$ -
20,001 to 30,000		1	22067	85.51%	0	\$ 2,005.04
6,001 to 20,000		0	0	0.00%	0	\$ -
1 to 6,000		2	3740	14.49%	0	\$ 238.01
Zero usage		0	0	0.00%	0	\$ -
Total Meters		3	25807	100.00%	0	\$ 2,243.05

Report Date: October 14th 2026

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NW Logie Trail Road Out of District System Detailed Report (3 of 5)

NW Natural Water Services

Meter Reading Date: Aug 21st - Sept 22nd

Water Pumped	164,421	Gallons
Water Sold	27,903	Gallons
Water Loss	136,518	Gallons
Water Loss %	83.03%	
Total Revenue	\$ 1,160.56	
Total Arrears	\$ 592.76	
Difference	\$ 567.80	

Revenue Detail

Base Fees Marinas	\$ -	
Base Fees all Others \$92.71	\$ 741.68	
Water Sales Marinas	\$ -	
Water Sales all Others	\$ 418.88	
Late Fees	\$ -	
Over Payments/Payments Not Deposited	\$ (159.71)	
Total Receivables/Revenue	\$ 2,022.93	
Monthly adjustment for loss factor	\$ 23.28	per account
Total Receipts on Account	\$ -	
Average Usage for Active Meters	3,488	Gallons
Average Water Charge for Active Meters	\$ 52.36	

Usage Groups	Gallons per Month	No. of Accounts	Gallons	% of Usage	Number of Accounts Paid in Full	Revenue Generated
Over 30,001	0	0	0	0.00%	0	\$ -
20,001 to 30,000	0	0	0	0.00%	0	\$ -
6,001 to 20,000	2	2	13764	49.33%	0	\$ 394.14
1 to 6,000	6	6	14139	50.67%	0	\$ 766.42
Zero usage	0	0	0	0.00%	0	\$ -
Total Meters	8	8	27903	100.00%	0	\$ 1,160.56

Report Date: October 14th 2026

Page 1 of 1

NW Chestnut Lane System Detailed Report (4 or 5)

NW Natural Water Services

Meter Reading Date: Aug 21st - Sept 22nd

Water Pumped	41,741	Gallons
Water Sold	40,619	Gallons
Water Loss	1,122	Gallons
Water Loss %	2.69%	
Total Revenue	\$ 1,789.09	
Total Arrears	\$ 1,504.90	
Difference	\$ 284.19	

Revenue Detail

Base Fees Marinas	\$ -	
Base Fees all Others \$92.71	\$ 1,205.23	
Water Sales Marinas	\$ -	
Water Sales all Others	\$ 583.86	
Late Fees	\$ -	
Over Payments/Payments Not Deposited	\$ (15.22)	
Total Receivables/Revenue	\$ 3,278.77	
Monthly adjustment for loss factor	0	per account
Total Receipts on Account	\$ -	
Average Usage for Active Meters	3,125	Gallons
Average Water Charge for Active Meters	\$ 44.91	

Usage Groups	Gallons per Month	No. of Accounts	Gallons	% of Usage	Number of Accounts Paid in Full	Revenue Generated
Over 30,001		0	0	0.00%	0	\$ -
20,001 to 30,000		0	0	0.00%	0	\$ -
6,001 to 20,000		1	7032	17.31%	0	\$ 199.53
1 to 6,000		11	33587	82.69%	0	\$ 1,496.85
Zero usage		1	0	0.00%	0	\$ 92.71
Total Meters		13	40619	100.00%	0	\$ 1,789.09

NW Natural Water Services, LLC
PO Box 699
Newberg, OR 97132 US
503.554.8333
accountsreceivable@nwnaturalwaterservices.com

Credit Memo

CREDIT TO
Burlington Water District
PO Box 1827
Fairview, OR 97024

CREDIT # 84128
DATE 09/30/2026

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
09/30/2026	Receipts this month	Receipts this month	1	40,367.95	40,367.95
SUBTOTAL					40,367.95
TAX					0.00
TOTAL					40,367.95
TOTAL CREDIT					\$40,367.95

NW Natural Water Services, LLC
 PO Box 699
 Newberg, OR 97132 US
 503.554.8333
 accountsreceivable@nwnaturalwaterservices.com

Invoice



BILL TO

Burlington Water District
 PO Box 1827
 Fairview, OR 97024

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
84152	09/30/2026	\$5,008.92	10/30/2026	Net 30	

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Operations Base Fee	1	1,835.00	1,835.00
	Billing Base Fee.	1	1,181.00	1,181.00
	Service Fee - 20%	0.20	3,016.00	603.20
				Subtotal: 3,619.20
	T&M Charges:			
	Locates Marked in September			
	Tickets: #26287343, #26287379, #26287435,			
	#26287482, #26287628, #26298542, #26298546,			
	#26300702, #26308729, #26308738, #26308287,			
	#26308730, #26308732			
	Area Supervisor	6.75	95.00	641.25
	Operator 2	2.50	87.00	217.50
	Mileage	160	0.76	121.60
	Service Fee - 20%	0.20	980.35	196.07
				Subtotal: 1,176.42
09/16/2026	Monthly Meeting			
	Operations Manager	0.75	137.00	102.75
	Service Fee - 20%	0.20	102.75	20.55
				Subtotal: 123.30
09/29/2026	Write up letter about Out-of-District rates			
	Accounting Manager	0.50	150.00	75.00
	Service Fee - 20%	0.20	75.00	15.00
				Subtotal: 90.00

Scan to pay



BANK

SUBTOTAL	5,008.92
TAX	0.00
TOTAL	5,008.92
BALANCE DUE	\$5,008.92

Burlington Water District
Balance Sheet
As of September 30, 2026

	Sep 30, 26
ASSETS	
Current Assets	
Checking/Savings	
10.01 · Bank of the West-General acct.	148,070.16
1004 · OR STATE TREATX POOL-FIRE 4563	9,942.01
1006 · STATE POOL -GEN Savings 3564	712,361.10
1010 · PETTY CASH	30.00
Total Checking/Savings	870,403.27
Other Current Assets	
6000 · DUE FROM (DUE TO) NWNWS	-5,008.92
Total Other Current Assets	-5,008.92
Total Current Assets	865,394.35
TOTAL ASSETS	865,394.35
LIABILITIES & EQUITY	
Liabilities	-30.00
Equity	
3000 · Opening Bal Equity	-656,421.00
3900 · Retained Earnings	1,436,136.36
Net Income	85,708.99
Total Equity	865,424.35
TOTAL LIABILITIES & EQUITY	865,394.35

Burlington Water District
Profit & Loss Budget vs. Actual
September 2026

	Sep 26	Budget	\$ Over Budget	% of Bud...
Ordinary Income/Expense				
Income				
4000 · INCOME				
4002 · WATER SALES	40,367.95	27,000.00	13,367.95	149.5%
4004 · CURRENT LEVIED TAXES	0.00	0.00	0.00	0.0%
4005 · NEW WATER SERVICE/OTHER	0.00	0.00	0.00	0.0%
4011 · INTEREST INCOME	2,345.97	666.66	1,679.31	351.9%
Total 4000 · INCOME	42,713.92	27,666.66	15,047.26	154.4%
7000.01 · Fire & Emergency Serv. Revenue				
7000.02 · Permanant Rate Property Tax	207.49	200.00	7.49	103.7%
7000.03 · Local Option Levy	0.00	500.00	-500.00	0.0%
7000.04 · Fire Fund Interest	32.42	250.00	-217.58	13.0%
7000.05 · Transferred IN from other Funds	0.00	0.00	0.00	0.0%
Total 7000.01 · Fire & Emergency Serv. Revenue	239.91	950.00	-710.09	25.3%
Total Income	42,953.83	28,616.66	14,337.17	150.1%
Expense				
5100 · GENERAL OPERATING EXPENSES				
5153 · FIRE PROTECTION FEE	0.00	0.00	0.00	0.0%
5152 · CONSULTANTS	0.00	0.00	0.00	0.0%
5151 · PROCESSING FEES	0.00	0.00	0.00	0.0%
5150 · ACCOUNTING	7,160.28	6,750.00	410.28	106.1%
5147 · OPERATIONS MANAGEMENT FEE	3,832.50	5,316.66	-1,484.16	72.1%
5109 · GENERAL OPERATING EXPENSES	0.00	87.00	-87.00	0.0%
5102 · ADVERTISING/COLLECTIONS	0.00	0.00	0.00	0.0%
5103 · BANK FEES	15.26	16.66	-1.40	91.6%
5111 · ELECTRIC	170.21	300.00	-129.79	56.7%
5117 · ELECTIONS	106.36			
5119 · INSURANCE	0.00	0.00	0.00	0.0%
5123 · LEGAL	0.00	1,364.00	-1,364.00	0.0%
5127 · OFFICE EXPENSE & POSTAGE	400.00	500.00	-100.00	80.0%
5141 · MAINTENANCE	1,176.42	8,500.00	-7,323.58	13.8%
5142 · WATER PURCHASES	3,965.48	9,000.00	-5,034.52	44.1%
5143 · LEASE FEES	0.00	0.00	0.00	0.0%
5145 · ENGINEER	380.00	1,250.00	-870.00	30.4%
Total 5100 · GENERAL OPERATING EXPENSES	17,206.51	33,084.32	-15,877.81	52.0%
Total Expense	17,206.51	33,084.32	-15,877.81	52.0%
Net Ordinary Income	25,747.32	-4,467.66	30,214.98	-576.3%
Other Income/Expense				
Other Expense				
5149 · OPERATING CONTINGENCY	0.00	51,322.97	-51,322.97	0.0%
5410 · TRANSFERS OUT				
5410.1 · TRANSFER TO FIRE FUND	0.00	0.00	0.00	0.0%
Total 5410 · TRANSFERS OUT	0.00	0.00	0.00	0.0%
5200 · CAPITAL OUTLAY				
5200.1 · CAPITAL OUTLAY	0.00	18,181.81	-18,181.81	0.0%
Total 5200 · CAPITAL OUTLAY	0.00	18,181.81	-18,181.81	0.0%
5300 · DEBT SERVICE				
5300.1 · IFA Loan Debt - S01006	0.00	0.00	0.00	0.0%
5300.2 · IFA Loan Debt - S01005	0.00	0.00	0.00	0.0%
5300.3 · IFA Loan Debt - S22014	0.00	0.00	0.00	0.0%
5300.4 · IFA Loan Debt - S23003	1,596.35	0.00	1,596.35	100.0%
5300.5 · Debt Service Interest	1,677.23	0.00	1,677.23	100.0%
Total 5300 · DEBT SERVICE	3,273.58	0.00	3,273.58	100.0%
Total Other Expense	3,273.58	69,504.78	-66,231.20	4.7%
Net Other Income	-3,273.58	-69,504.78	66,231.20	4.7%
Net Income	22,473.74	-73,972.44	96,446.18	-30.4%

Burlington Water District
Profit & Loss Budget vs. Actual
 July through September 2026

	Jul - Sep 26	Budget	\$ Over Budget	% of Bu...
Ordinary Income/Expense				
Income				
4000 · INCOME				
4013 · Grant Proceeds	20,000.00			
4002 · WATER SALES	99,915.90	92,000.00	7,915.90	108.6%
4004 · CURRENT LEVIED TAXES	0.00	0.00	0.00	0.0%
4005 · NEW WATER SERVICE/OTHER	0.00	0.00	0.00	0.0%
4011 · INTEREST INCOME	6,604.44	2,000.06	4,604.38	330.2%
Total 4000 · INCOME	126,520.34	94,000.06	32,520.28	134.6%
7000.01 · Fire & Emergency Serv. Revenue				
7000.02 · Permanant Rate Property Tax	1,242.78	1,100.00	142.78	113.0%
7000.03 · Local Option Levy	0.00	1,200.00	-1,200.00	0.0%
7000.04 · Fire Fund Interest	94.61	700.00	-605.39	13.5%
7000.05 · Transferred IN from other Funds	0.00	0.00	0.00	0.0%
Total 7000.01 · Fire & Emergency Serv. Revenue	1,337.39	3,000.00	-1,662.61	44.6%
Total Income	127,857.73	97,000.06	30,857.67	131.8%
Expense				
5100 · GENERAL OPERATING EXPENSES				
5153 · FIRE PROTECTION FEE	0.00	0.00	0.00	0.0%
5152 · CONSULTANTS	0.00	0.00	0.00	0.0%
5151 · PROCESSING FEES	0.00	0.00	0.00	0.0%
5150 · ACCOUNTING	10,284.14	10,250.00	34.14	100.3%
5147 · OPERATIONS MANAGEMENT FEE	11,618.70	15,950.06	-4,331.36	72.8%
5109 · GENERAL OPERATING EXPENSES	0.00	217.00	-217.00	0.0%
5102 · ADVERTISING/COLLECTIONS	0.00	0.00	0.00	0.0%
5103 · BANK FEES	32.95	50.06	-17.11	65.8%
5111 · ELECTRIC	532.76	875.00	-342.24	60.9%
5117 · ELECTIONS	106.36			
5119 · INSURANCE	0.00	0.00	0.00	0.0%
5123 · LEGAL	0.00	2,724.00	-2,724.00	0.0%
5127 · OFFICE EXPENSE & POSTAGE	400.00	1,500.00	-1,100.00	26.7%
5141 · MAINTENANCE	4,053.51	17,500.00	-13,446.49	23.2%
5142 · WATER PURCHASES	11,466.74	23,000.00	-11,533.26	49.9%
5143 · LEASE FEES	0.00	0.00	0.00	0.0%
5145 · ENGINEER	380.00	3,750.00	-3,370.00	10.1%
Total 5100 · GENERAL OPERATING EXPENSES	38,875.16	75,816.12	-36,940.96	51.3%
Total Expense	38,875.16	75,816.12	-36,940.96	51.3%
Net Ordinary Income	88,982.57	21,183.94	67,798.63	420.0%
Other Income/Expense				
Other Expense				
5149 · OPERATING CONTINGENCY	0.00	153,968.27	-153,968.27	0.0%
5410 · TRANSFERS OUT				
5410.1 · TRANSFER TO FIRE FUND	0.00	0.00	0.00	0.0%
Total 5410 · TRANSFERS OUT	0.00	0.00	0.00	0.0%
5200 · CAPITAL OUTLAY				
5200.1 · CAPITAL OUTLAY	0.00	36,363.71	-36,363.71	0.0%
Total 5200 · CAPITAL OUTLAY	0.00	36,363.71	-36,363.71	0.0%
5300 · DEBT SERVICE				
5300.1 · IFA Loan Debt - S01006	0.00	0.00	0.00	0.0%
5300.2 · IFA Loan Debt - S01005	0.00	0.00	0.00	0.0%
5300.3 · IFA Loan Debt - S22014	0.00	0.00	0.00	0.0%
5300.4 · IFA Loan Debt - S23003	1,596.35	0.00	1,596.35	100.0%
5300.5 · Debt Service Interest	1,677.23	0.00	1,677.23	100.0%
Total 5300 · DEBT SERVICE	3,273.58	0.00	3,273.58	100.0%
Total Other Expense	3,273.58	190,331.98	-187,058.40	1.7%
Net Other Income	-3,273.58	-190,331.98	187,058.40	1.7%
Net Income	85,708.99	-169,148.04	254,857.03	-50.7%

10:30 PM

10/14/26

Cash Basis

Burlington Water District
Profit & Loss Budget vs. Actual
July 2026 through June 2027

	Jul '26 - Jun 27	Budget	\$ Over Budget	% of Bud...
Ordinary Income/Expense				
Income				
4000 · INCOME				
4013 · Grant Proceeds	20,000.00			
4002 · WATER SALES	99,915.90	330,000.00	-230,084.10	30.3%
4004 · CURRENT LEVIED TAXES	0.00	0.00	0.00	0.0%
4005 · NEW WATER SERVICE/OTHER	0.00	0.00	0.00	0.0%
4011 · INTEREST INCOME	6,604.44	8,000.00	-1,395.56	82.6%
Total 4000 · INCOME	126,520.34	338,000.00	-211,479.66	37.4%
7000.01 · Fire & Emergency Serv. Revenue				
7000.02 · Permanant Rate Property Tax	1,242.78	182,000.00	-180,757.22	0.7%
7000.03 · Local Option Levy	0.00	82,000.00	-82,000.00	0.0%
7000.04 · Fire Fund Interest	94.61	4,000.00	-3,905.39	2.4%
7000.05 · Transferred IN from other Funds	0.00	15,000.00	-15,000.00	0.0%
Total 7000.01 · Fire & Emergency Serv. Revenue	1,337.39	283,000.00	-281,662.61	0.5%
Total Income	127,857.73	621,000.00	-493,142.27	20.6%
Expense				
5100 · GENERAL OPERATING EXPENSES				
5153 · FIRE PROTECTION FEE	0.00	0.00	0.00	0.0%
5152 · CONSULTANTS	0.00	10,000.00	-10,000.00	0.0%
5151 · PROCESSING FEES	0.00	0.00	0.00	0.0%
5150 · ACCOUNTING	12,195.83	25,000.00	-12,804.17	48.8%
5147 · OPERATIONS MANAGEMENT FEE	11,618.70	63,800.00	-52,181.30	18.2%
5109 · GENERAL OPERATING EXPENSES	0.00	1,000.00	-1,000.00	0.0%
5102 · ADVERTISING/COLLECTIONS	0.00	500.00	-500.00	0.0%
5103 · BANK FEES	32.95	200.00	-167.05	16.5%
5111 · ELECTRIC	686.81	3,520.00	-2,833.19	19.5%
5117 · ELECTIONS	106.36	500.00	-393.64	21.3%
5119 · INSURANCE	0.00	13,200.00	-13,200.00	0.0%
5123 · LEGAL	0.00	15,000.00	-15,000.00	0.0%
5127 · OFFICE EXPENSE & POSTAGE	400.00	6,000.00	-5,600.00	6.7%
5141 · MAINTENANCE	4,053.51	80,000.00	-75,946.49	5.1%
5142 · WATER PURCHASES	14,763.20	80,000.00	-65,236.80	18.5%
5143 · LEASE FEES	0.00	2,420.00	-2,420.00	0.0%
5145 · ENGINEER	380.00	15,000.00	-14,620.00	2.5%
Total 5100 · GENERAL OPERATING EXPENSES	44,237.36	316,140.00	-271,902.64	14.0%
Total Expense	44,237.36	316,140.00	-271,902.64	14.0%
Net Ordinary Income	83,620.37	304,860.00	-221,239.63	27.4%
Other Income/Expense				
Other Expense				
5149 · OPERATING CONTINGENCY	0.00	615,875.00	-615,875.00	0.0%
5410 · TRANSFERS OUT				
5410.1 · TRANSFER TO FIRE FUND	0.00	15,000.00	-15,000.00	0.0%
Total 5410 · TRANSFERS OUT	0.00	15,000.00	-15,000.00	0.0%
5200 · CAPITAL OUTLAY				
5200.1 · CAPITAL OUTLAY	0.00	200,000.00	-200,000.00	0.0%
Total 5200 · CAPITAL OUTLAY	0.00	200,000.00	-200,000.00	0.0%
5300 · DEBT SERVICE				
5300.1 · IFA Loan Debt - S01006	0.00	29,345.00	-29,345.00	0.0%
5300.2 · IFA Loan Debt - S01005	0.00	30,450.00	-30,450.00	0.0%
5300.3 · IFA Loan Debt - S22014	0.00	11,915.00	-11,915.00	0.0%
5300.4 · IFA Loan Debt - S23003	1,596.35	1,640.00	-43.65	97.3%
5300.5 · Debt Service Interest	1,677.23	17,635.00	-15,957.77	9.5%
Total 5300 · DEBT SERVICE	3,273.58	90,985.00	-87,711.42	3.6%
7000.1 · FIRE & EMERGENCY SERVICE FUND				
7100.1 · Emergency Services Contract	0.00	225,000.00	-225,000.00	0.0%
Total 7000.1 · FIRE & EMERGENCY SERVICE FUND	0.00	225,000.00	-225,000.00	0.0%
Total Other Expense	3,273.58	1,146,860.00	-1,143,586.42	0.3%
Net Other Income	-3,273.58	-1,146,860.00	1,143,586.42	0.3%
Net Income	80,346.79	-842,000.00	922,346.79	-9.5%

Burlington Water District

10/14/2026 10:20 PM

Register: 10.01 · Bank of the West-General acct.

From 10/01/2026 through 10/31/2026

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
10/14/2026	AUTO P...	PGE	5100 · GENERAL OP...	electricity	154.05		147,916.11
10/21/2026	3693	NW NATURAL WA...	6000 · DUE FROM (D...	INV:84152	5,008.92		142,907.19
10/21/2026	3694	DANIEL ZIMMER...	5100 · GENERAL OP...	INV: 411 - SE...	1,911.69		140,995.50
10/26/2026	AUTO P...	CITY OF PORTLAND	5100 · GENERAL OP...	SEPTEMBER ...	3,296.46		137,699.04

**BURLINGTON WATER DISTRICT
BOARD OF COMMISSIONERS
DRAFT MEETING MINUTES**

September 16, 2026

The meeting was called to order at approximately 6:17 p.m. A quorum was confirmed. No members of the public were noted as attending at the start of the meeting.

Board/Staff Members Present: Ricardo Lovett, Tami Ege, Anne Squire, Dan Zimmerman, Bookkeeper; Seth Olson, NWNWS joined at 6:20. Guest: Teresa Hanford, Auditor, Hanford and Associates, LLC.

Audit Report – Fiscal Year Ended June 30, 2026, Teresa Hanford reviewed the audit and the letter to the governing body. She reported that the district received a clean audit and that she identified no concerns requiring additional management-letter comments.

- No fraud was identified during the audit.
- Internal controls appeared to be in place, including dual controls intended to prevent one person from having complete access to the district's financial system.
- No significant accounting-policy concerns, audit difficulties, disagreements with management, or corrected or uncorrected misstatements were identified.
- The auditor reported no concerns regarding the district's ability to continue operations as expected for the coming year.
- The Board had no questions for Ms. Hanford and thanked her for the audit work. The audit discussion was concluded.

NWNWS Manager's Report – Seth Olson reported that the district's system appeared to be operating well, with routine matters including water-loss factors, utility locates, and meter reading.

Fire mitigation and vegetation maintenance around the district tank were discussed. Seth recommended clearing approximately three feet outside the tank fence to improve access and reduce brush around the facility.

- Estimated work: approximately one to two days, depending on actual conditions.
- Estimated cost: under \$1,000 was expected; up to approximately \$1,500 for two days was discussed.
- Seth agreed to have personnel perform one day of clearing first, then report on the percentage completed

and wait for District confirmation before continuing.

Emergency Preparedness the Board asked about the previously discussed emergency-preparedness memorandum. Seth explained that his company maintains 24-hour/7-day emergency coverage, emergency parts inventory, and procedures for responding to line breaks, damaged hydrants, and other water-system emergencies. He stated that the district would receive a high response priority within his company's regional service area because of its size and customer base.

The Board agreed that the substance of Seth's explanation could be summarized in the meeting minutes rather than requiring a separate memorandum at this time.

Water Loss / 10% Forgiveness Practice the Board discussed the district's existing practice of forgiving 10% of water loss and the change in the City of Portland's billing method. Seth Olson explained that Portland now charges based on actual gallons used rather than the former structure that included a set amount of water.

Discussion continued regarding eliminating the district's 10% water-loss forgiveness so that customers would be charged for the full amount of water loss under the district's billing practice.

Motion: Anne Squire moved that customers be given notice that there will no longer be forgiveness of water loss, with the change taking effect 30 days after the notice. Tami Ege seconded the motion. The motion passed by unanimous voice vote of those voting.

Staff will prepare and send the customer notice with the billing, providing the 30-day notice before implementation.

October 15 Meeting Notice the Board discussed providing notice to District customers of the October 15 meeting concerning the levy measure proposed for the November ballot. Because not all customers receive a bill directly, Dan Zimmerman agreed to mail the notice. Tami Ege will provide the required language. The notice was to be mailed no later than October 10 to meet the discussed five-day advance-notice requirement.

Arrears / Billing Timing the Board discussed approximately \$46,000 shown as arrears on the monthly report. Seth explained that the amount represents unpaid bills expected to be collected and that the accounting system does not readily distinguish collections of prior-period balances from current-period bills.

Tami Ege said that the billings are being received later in the month than prior to the new accounting system transition. Seth agreed to check with accounting regarding the timing of bill processing and mailing.

Website and Online Billing the Board discussed the district website and the online-billing link. A link to the billing system had been provided, and Board members planned to review the website and receive a tutorial to determine whether the link can be incorporated into the district website.

Financial and Check Report Dan Zimmerman reviewed the financial reports, including the August 31 balance sheet, budget-to-actual information, revenues, grant proceeds, and checks.

- A \$20,000 forgivable grant related to the master plan update was received and deposited. The grant offsets a substantial portion of the master plan update costs.
- Revenues were described as tracking normally for the early part of the fiscal year, with no significant concerns reported.
- An \$80,000 transfer between District accounts was reviewed and explained as appearing as an outgoing transaction in one account and an incoming transaction in the receiving account.
- Dan Zimmerman's check was voided and reissued because an invoice contained an incorrect rate.
- A debt-service payment related to the meter replacement project was made in September.
- Teresa Hanford, Audit costs included the \$5,000 audit fee and a \$250 state filing fee.
- The district's check stock is running low; Dan Zimmerman will coordinate ordering additional checks.

Professional Services / Engineering Attendance the Board discussed an engineering/professional-services invoice associated with attendance at Board meetings. Tami Ege will review prior meeting records to determine the nature of the engineer's participation and whether the attendance was requested or otherwise necessary. The Board indicated that it would be appropriate to clarify expectations regarding when professional consultants should attend meetings and when the district should incur meeting-related charges.

Bank Signers and Payment Continuity Tami Ege asked whether she is a signer on the district checking account. The Board agreed that this should be confirmed, particularly to ensure that payments can be processed when Ricardo is traveling and not available.

The Board also discussed contingency options if electronic communication fails during a meeting, including whether a proxy arrangement is legally permissible or whether a special meeting could be called if necessary. No final action was taken on a proxy arrangement.

Approval of Bills Motion: Anne Squire moved to approve the bills as presented. Ricardo Lovett seconded and was approved by unanimous voice vote.

Approval of August Board Meeting Minutes Tami Ege motioned to approve the meeting minutes as presented, Anne Squire seconded and was approved by voice vote.

Water Rate Study the Board discussed the water rate study materials and questions concerning the City of Portland Water Bureau, Portland Fire and Rescue, and Multnomah County. The Board agreed to table the discussion temporarily while developing a broader plan for how to approach the City, County, and fire-service issues together.

Old Business – Storage of Historical Records the District's historical records have been moved to Extra Space Storage in Hillsboro. The new location costs approximately \$18 per month, compared with approximately \$30 per month previously. Dan Zimmerman will contact the storage company to determine whether the district can pay for a full year in advance. If annual payment is not available, the district will continue with monthly payments.

Board Member Recruitment the Board discussed recruitment efforts. Attendance at the August 29 Linton event did not produce prospective Board members. Additional outreach will include distributing flyers and contacting property owners or moorage related contacts.

The Board also discussed the possibility of compensating Board members for meeting attendance. No action was taken; the matter will be considered further.

Administrative Assistant Position the Board discussed the administrative assistant position and agreed to table hiring for the time being while the district determines its future Board membership and organizational needs. Ricardo Lovett will contact individuals who had been identified as possible candidates that hiring is postponed while the Board continues its review of how we proceed.

Fire and Emergency Service Status the Board discussed the status of contacts with Portland Fire and Rescue and other possible service providers. No response had yet been received from Portland Fire and Rescue following recent outreach. Ricardo Lovett said he will contact Tualatin Valley Fire & Rescue to learn whether it has any interest in serving the district and what its rates might be. The Board also discussed the need for public-information materials related to the upcoming levy measure.

Levy Measure Communications the Board discussed updating prior mailers concerning the levy measure. Tami Ege will review the previous letters and prepare proposed edits for Board review. The Board planned to submit the proposed language to Allegra and Brittany at TSCC for review to ensure that the communication remains factual and complies with applicable rules.

Upcoming Meetings / Scheduling the Board confirmed that TSCC representatives are expected to attend the October 15 meeting at 5:30 p.m. Dan Zimmerman stated he may have a scheduling conflict in November, and it was agreed to coordinate by email regarding whether the November meeting date should be changed to Tuesday, November 17th.

Adjournment Tami Ege moved to adjourn, the motion was seconded by Ricardo Lovett and approved by voice vote. The meeting adjourned at approximately 7:34 p.m.

Action Items

- Seth Olson / service contractor: Arrange one day of brush clearing around the tank, report the percentage completed, and obtain confirmation before continuing beyond the first day.
- Seth Olson: Provide the Board with the additional explanation/calculation regarding the water-loss charge. (Email sent 09/16/2026)
- District staff: Provide customers 30 days' notice before ending the 10% water-loss forgiveness.
- Tami Ege: Provide the required notice language for the October 15 levy-related meeting.
- Dan Zimmerman: Mail the October 15 meeting notice no later than October 10.
- Seth Olson: Check with accounting regarding the timing of customer bill processing and mailing.
- Board members: Review the online-billing link and website integration options.
- Dan Zimmerman: Coordinate ordering additional check stock.
- Tami Ege: Review prior meeting records concerning engineering attendance and related charges.
- Dan Zimmerman: Contact Extra Space Storage about annual payment options.
- Board members: Continue recruitment outreach for additional Board members.
- Board: Continue to table the administrative assistant hiring decision pending further organizational clarity.

- Ricardo to send out notice to applicants
- Board representative: Contact Tualatin Valley Fire & Rescue regarding potential service and rates.
- Tami Ege: Review and edit prior levy mailers and circulate them for Board review and TSCC review.
- Dan Zimmerman: Coordinate possible November meeting-date changes by email if a conflict is confirmed.

Source note: These minutes were prepared from the September 16, 2026, Burlington Water District Board Meeting transcript provided by the user. The transcript contains some speaker-label and wording errors; the minutes summarize substantive discussion and recorded motions without adding unsupported facts.

ChatGPT/Tami Ege

Dan Zimmerman

38468 Maple St
Sandy, OR 97055
Phone 503-318-7732

INVOICE

INVOICE #411

DATE: SEPTEMBER 30, 2026

TO:

Burlington Water District Board
PO Box 1827
Fairview, OR 97024

FOR:

Burlington Water District services rendered for September
2026

DESCRIPTION	HOURS	RATE	AMOUNT
Monthly Accounting Fee – September 2026		\$600/mo	\$600.00
Attend September Board Meeting		150/meeting	\$150.00
GoToMeeting Fee Reimburse	1 Months	14/Month	\$14.00
Postage Reimburse	\$3.00 + 205 stamps	.82/stamp	\$171.10
Billable Work: Monitor District Email and PO box. Prepared Board packet for regular meeting. Worked with auditor on Management Letter. Filed Quarterly No payroll report with state of Oregon. Filed Quarterly transit tax report with state of Oregon. Respond to board inquiries. Filled out TSCC annual debt verification spreadsheet, including new debt items. Attend 9/15 meeting with SDAO consultant David Ulbricht to make board introduction and facilitate conversation around options for fire contract. Coordinated and paid 6 months of storage unit. Sent requested docs to SDAO Consultant. Backed up all district files on to a USB drive.	11.0	\$75.00	\$825.00
Mailing Material: Envelopes, Paper, printing cost, Address Labels			\$48.99
Storage Unit – Payment Reimburse – 6 months Paid -thru 3/27		17.01/Month	\$102.60
TOTAL			\$1,911.69

Make all checks payable to Dan Zimmerman



GoTo Technologies USA, LLC
Fed ID# 81-2216538

PAID

INVOICE

Invoice Number 1209605488
Customer # 6013656290
Account Key # 2150381267102560526
Invoice Date 30-Sep-2026
Payment Terms Net 30
Due Date 30-Oct-2026

Bill-To :
Burlington Water
Amanda Schehr
PO Box 1827
Fairview, OR 97024-1802
US

Invoice Total : USD 14.00

page 1 of 2

#	Service Description	Billing Period	Qty	Unit Price	Total
1	GoToMeeting Business	30-Sep-2026 to 30-Oct-2026	1	USD 14.00	USD 14.00
Billing Frequency : Monthly					
				SUBTOTAL Excl. Tax & Fee	USD 14.00
				Invoice Total :	USD 14.00

Please cut here and send with Payment



GoTo Technologies USA, LLC
Fed ID# 81-2216538

Thank you for your payment.
We've successfully processed the card on file: MasterCard XXXXX0017.

PAID

PAYMENT INFORMATION	
Account Info	Burlington Water
Customer #	6013656290
Invoice Number	1209605488
Due Date	30-Oct-2026
Balance Due	USD 0.00

Please do not send cash or include correspondence.

Manage your products and payments from the Billing Portal

Your self-service billing portal is a one-stop location for your billing needs:

- ✓ Make payments
- ✓ Purchase new products or licenses
- ✓ Update payment methods and payment contact
- ✓ Manage your invoices and purchase orders
- ✓ Update your billing address

[Sign in now](#) with the username you received in this invoice email.

Have billing questions?

Find answers on our [support site](#) or feel free to [contact us](#) directly.



**Bureau of Environmental Services
Portland Water Bureau**

664 N Tillamook St.
Portland, OR 97227-1828
www.portland.gov/bes
www.portland.gov/water

Telephone: 503-823-7770

Email: PWBCustomerService@portlandoregon.gov

Thank you for paying your utility bill

Your timely payment supports the operation, maintenance, and improvement of Portland's water, sewer, and stormwater systems. This ensures we can provide Portlanders with clean drinking water and reliable sewer and stormwater services 24 hours a day, every day. Learn more about the work your bill payment supports at portland.gov/water/know-your-bill

Account Number 299-230-450-0

Customer Name BURLINGTON WATER DISTRICT

Service Address 16501 NW WAPATO DR

Account Activity

Previous Bill Amount	\$	3,965.48
Net Adjustments	\$	0.00
Late Fees	\$	0.00
Payments - Thank you	\$	-3,965.48

Balance Forward	\$	0.00
Current Charges	\$	3,296.46

Amount Due \$ 3,296.46

Due Date Oct 26, 2026

Billing Details

Billing Date

10/05/26

Billing Period

09/01/26-09/30/26

Days of Service

30

Billing Type

Wholesale/Monthly

Service	Meter Number	Usage	Rate	Charges
Water Volume	101489	0 CCF	\$ 2.720	\$ 0.00
Water Volume	20154307	1153 CCF	\$ 2.720	\$ 3,136.16
Base Charge				\$ 160.30
Total Current Charges				\$ 3,296.46

Meter Detail

Meter	Size	Previous Read	Current Read	Usage
101489M	4"	0	0	0
20154307M	4"	20316	21469	1153



Please detach and return this portion with payment payable to: **City of Portland**



**Bureau of Environmental Services
Portland Water Bureau**

664 N Tillamook St.
Portland, OR 97227-1828

☐ Check this box if you have changes or comments.
Note changes on reverse.

☐ Check here to sign up for GreenBucks
(please see reverse).

PDZ1007A
4000000016 11/1



BURLINGTON WATER DISTRICT
PO BOX 1827
FAIRVIEW OR 97024-1802

Account Number

299-230-450-0

Address Served

16501 NW WAPATO DR

Bill Date

Oct 05, 2026

Due Date

Oct 26, 2026

Amount Due

\$3,296.46

Amount Enclosed \$

DO NOT PAY

The amount due shown on this statement will be automatically paid on the due date in accordance with your Auto Pay authorization.



CITY OF PORTLAND, OR
PO BOX 4216
PORTLAND, OR 97208-4216

Payment Methods

- Mailing AddressPO Box 4216, Portland, OR, 97208-4216
- Online Payments..... www.portland.gov/utilitybill
- Payment via Phone503-823-7770
- In Person Payments.... 664 N. Tillamook St. Portland, OR 97227
- Drop Box Payments.... 664 N. Tillamook St. Portland, OR 97227

Sign Up for AutoPay online atwww.portland.gov/utilitybill**Explanation of Billing Details**

The charges described below help pay for operations, maintenance, repairs, and upgrades to the water, sewer, and stormwater systems. These essential systems protect public health and the environment by delivering clean drinking water, managing stormwater runoff, and treating wastewater.

www.portland.gov/utilitybill

A small percentage covers utility license fees, which help fund general city services like public safety and parks.

- **Sewer volume charge:** Residential sewer volume charges are based on winter average water use or actual use, whichever is lower. Commercial sewer charges are based on actual water use.
- **Stormwater charges:** Include stormwater service unit and stormwater billable area. For single-dwelling residential properties, the stormwater service unit is equal to one, and stormwater billable area is based on size and classed as small, standard, or large. For more information or other customer types, see www.portland.gov/bes/stormwater-charges.
- **Portland Harbor Superfund charge:** Helps fund the city's required participation in the ongoing federal Superfund investigation into historic pollution of the Willamette River.
- **Base charge:** pays for the meter reading, billing, collection, and customer support. This is a daily fixed charge.
- **Water volume charge:** pays for repairs, maintenance, and renewal of the water system. This charge is measured in units of 100 cubic feet (called CCF) used. One CCF = 748 gallons.
- **Flood safety:** pays for flood safety infrastructure along the Columbia River. More information: Portland.gov/fsb

Important Information**Customer Services**

Phone 503-823-7770

Call In Hours Monday-Friday, 8:00 a.m. - 5:00 p.m.

In Person Payments Monday-Friday, 8:00 a.m. - 4:00 p.m.

Paperless Billing EnrollmentSign up at www.portland.gov/utilitybill**Payments**

- Paying by check? You are authorizing us to make a one-time electronic funds transfer from your account or to process the payment as a check transaction.
- Deposits made to the drop box after 2:00 pm will be posted to accounts on the next business day.

Having trouble paying your bill?

- Avoid late payment fees by paying the balance in full or by making payment arrangements prior to the due date.
- Bills become delinquent if not paid by the due date printed on the initial bill or notice.
- Fees may continue to be assessed against any unpaid charges, even after water has been shut off.
- Personal information may be used for account management and collection services.

Financial Assistance

- You may qualify for financial assistance. Please contact Customer Service for information or go to www.portland.gov/water/financialassistance

Typical Billing and Collection Cycle

Day 0	Bill Date	
Day 21	Due Date	
Day 28	Carrying Charge.....	1% penalty
Day 35	Reminder Late Fee.....	\$5.00 charge
Day 42	Pre Shut Off / Urgent Notice Fee.....	\$14.00 charge
Day 56	Shut Off Authorization Late Fee....	\$120.00 charge

Your voluntary GreenBucks contribution helps protect water quality in local rivers and streams.

Select your GreenBucks Contribution Level ☐ \$1 ☐ \$3 ☐ \$5 Contributions will be charged each billing period.

New Mailing Address? Please note changes below and check the box on the reverse side.

New Address _____

Phone Number _____

Comments _____

This change affects your mailing address only and does not close your account.

To close this account and receive a final bill, call Customer Services at 503-823-7770.

Account
299-230-450-0



PortlandGeneral.com
800-542-8818

Burlington Water Dist

Account number **1317690000**

Service address **HWY 30 AND NW HARBORTON DR
PORTLAND, OR 97231**

Service period **8/27/26 to 9/28/26**

Thank you!

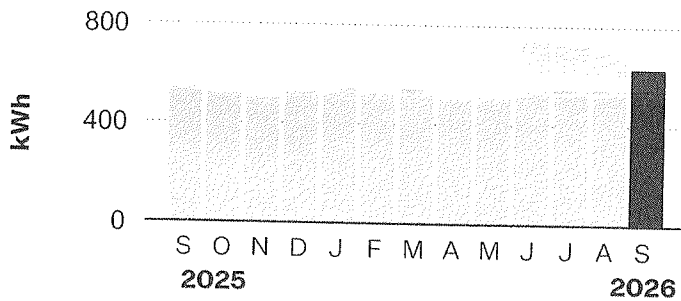
We received your
payments totaling
\$170.21.

Please do not pay.
For your records only.

Auto Pay amount due
\$154.05

Will be deducted
10/14/26

Your monthly energy use history



Cut costs with energy-efficient upgrades

Explore energy-saving opportunities for your business, including possible no-cost upgrades. Visit PortlandGeneral.com/Upgrade.

Thank you for being a PGE customer.

Your energy use comparison



Compared to this time last year, this service period was 2 days longer and 4 degrees cooler.

Temperature source: Hillsboro Airport
+

P.O. Box 4438
Portland, OR 97208-4438

005463 000011280



BURLINGTON WATER DIST
PO BOX 1827
FAIRVIEW OR 97024-1802

Account number **1317690000**



For information about customer
protections, visit
PortlandGeneral.com/26Protect
or scan the QR code.

Please do not pay.
For your records only.

Amount due: **\$154.05**
Due date: **10/14/26**

PGE

12511317690000200000001540500000001540502



Account number **1317690000**

Service period **8/27/26 to 9/28/26**

Nickname	Meter number	Service point ID	Schedule	Current read -	Previous read =	Total use
none	31034849AB	5070431207	32	5,093	4,461	632 kWh

Account charges

Balance forward	0.00	Public Purpose Charge (1.5%)	2.18
Previous amount due 9/15/26	170.21	Amount due 10/14/26 \$154.05	
Payments through 9/28/26	170.21 (CR)		
HWY 30 AND NW HARBORTON DR, SPID 5070431207	154.05		
Energy Charges	128.83		
Basic Charge	33.00		
Energy Use Charge (632.000 kWh x \$0.02958)	18.69		
Transmission Charge (632.000 kWh x \$0.00346)	2.19		
Distribution Charge (632.000 kWh x \$0.06922)	43.75		
Power Cost Adjustment (632.000 kWh x \$0.04936)	31.20		
Regulatory charges and credits	22.17		
Taxes and fees	3.05		
Low Income Assistance	0.87		

For a detailed explanation of your account, please visit **PortlandGeneral.com/MyAccount**.

Ways to pay

-  On the **PGE app**
-  **PortlandGeneral.com**
-  **800-542-8818**
Oregon Relay (deaf, deaf-blind, hard-of-hearing, speech-disabled): **711**
-  **P.O. Box 4438**
Portland, OR 97208-4438
Paying by check? PGE will convert your check to an electronic debit.
-  **Western Union®** and **CheckFreePay®**
To find a nearby location, visit **PortlandGeneral.com/PayInPerson**.

More to know

-  **Late payment charge**
A fee of 2.4% may be applied to past-due bills.
-  **Get help with your bill**
For billing questions, call us at **503-228-6322** or visit **PortlandGeneral.com/Help**. For additional information, call Utility Assistance at **211**.
-  **We share with Energy Trust of Oregon**
They receive some customer information to design, evaluate and improve service to our customers. For details, visit **PortlandGeneral.com/DataShare**.
-  **Oregon Public Utility Commission**
You can contact your public utility commission at **800-522-2404** or **puc.oregon.gov/complaint**.