

# 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/>

## Commissioners of Burlington Water District Meeting

### New Meeting

**August 20, 2025, 6:15 – 8:45 PM (America/Los\_Angeles)**

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

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## Agenda

### Meeting called to order by Chair:

- a. Announce Board members present to establish quorum for meeting

### Absent:

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

### Chair's Announcements and Agenda Review

### Ed Hodges, engineer of record opportunity for comments

- a. Capital improvement bid status (follow up from July meeting)

### Water Operator's Report from NWNWS representative: Curtis Olson

### Dan Zimmerman, Bookkeeper/Office Manager's Report

- a. NWNWS Credit Memo and Accounts Receivable/Payable reports
- b. Monthly budget statement summarized and
- c. Monthly budget expenditure summarized
- d. Follow-up to July meeting about budgeted capital projects

### Old Business:

- a. Budgeted capital improvements report.
- b. Continued Board discussion about the creation of a separate Burlington Fire District (Gail Curtis research update)

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- c. Infrastructure tour update proposed for Sept 23 (Gail)

## **New Business:**

- a. Discussion and possible motion for a BWD biennial budget (Kris Hines)
- b. Discussion of applying for SDAO 50/50 max. \$5,000 Safety and Security grant available (\$2,500 each) submittal by 11/12/25(Ricardo Lovett)

## **Consent Agenda:**

- a. Board approval to pay bills as presented:
- b. Board approval of Board Meeting July 2025 meeting minutes as submitted.

## **Board Members Announcements:**

- a. Gail potentially absent for September meeting. Tami to cover minutes.
- b. Ricardo will be absent for October meeting, possibly attending remotely.

## **Future Agenda Items:**

## **Motion to Adjourn:**

**Next meeting:** Wednesday, September 17, 2025 at 6:15 pm

**Location:** All meetings to be held by GoToMeeting videoconference.

Respectfully submitted,  
Gail Curtis  
Recording Secretary

## **ATTACHMENTS:**

**DRAFT** July, 2025 Minutes