

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/>

August 19, 2026 **DRAFT** AGENDA

Commissioner of Burlington Water District Board Meeting

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

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Access Code:

494-916-381

United States:

[+1 \(224\) 501-3412](tel:+12245013412)

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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):

Staff Reports:

1. Seth Olson, NWNWS Water Operator's Report
2. Bookkeeper/Office Manager's Report
 - a. Motion needed on Dans' contract renewal
 - b. Audit status
 - a. Water Rate Study Goals and Objectives (*questionnaire provided by Dan prior to meeting*).
 - 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:

- b. Vote on Revising Water Rates to eliminate 10% water leak forgiveness. Note: District's Water Rates and Other Fees ordinance review needed. BWD Rules and Regulations Section 10.c states: *Leaks in the user's lines shall be repaired as soon as detected, and the District may allow for a water usage adjustment as stated in the District's Water Rates and Other Fees ordinance.*
- c. Fire and Emergency status (Chair Lovett)
- d. Criteria to select Admin. Candidates. (All)
- e. Newsletter status (Tami E.)
- f. Board Solicitation: Chair Lovett and Gail C. to attend August 29, 2026 Linnton Taco Party. All are welcome.

New Business:

Announcements:

Adjourn:

Next Board Meeting: September 16, 6:15 pm online

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

Respectfully submitted,
Gail Curtis

Attachments:
NWNWS report on July data
Bookkeepers report
July 15, 2026 Board Meeting Draft Minutes

Gc/gc