

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/>

April 15, 2026

Commissioner of Burlington Water District Board Meeting

Agenda

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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. Ed Hodges, PE, Engineer of Record for BWD
 - a. Board contract review and approval
2. Seth Olson, NWNWS Water Operator's Report
 - a. 2026 NWWS Contract status
 - b. Summarize water loss charges per BWD Rules and Regulations
 - c. NW Marina Way Pressure Relief Valve installation status
 - d. Fire Hydrant Protection at Fred's Marina contract status (need to straighten)
 - e. ADT Security Camera at Reservoir research and recommendation status
 - f. Chlorine Analyzer Part Replacement readings and replacement part status
 - g. Report on April 8th Water Managers Advisory Board meeting
3. Bookkeeper/Office Manager's Report
 - a. Audit timeframe for completion

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- b. Follow-up on recommended data to support a future Water Rate Study
- c. NWNWS Credit Memo and Accounts Receivable/Payable report summary
- d. Monthly budget statement summary

Consent Agenda:

- a. Board approval of Ed Hodges contract
- b. Board approval to pay bills as presented
- c. Board approval of March Board Meeting minutes

Administrative Reports:

Old Business:

- a. Five-Year Levy May Information Post Cards next steps and timeframe (Chair Lovett)
- b. File storage report (Anne S.)
- c. Mapping error status (Gail C.)

New Business:

- a. Hire contract staff to form secretary duties: discuss idea and potential duties

Announcements:

Adjourn:

Next Meetings:

Board Meeting: May 20, 6:15 pm online

Special Joint Board Meeting for Levee: May 7, 5:30 pm online joint meeting with Multnomah County, Tax Supervising and Conservation Committee

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

Respectfully submitted,
Gail Curtis, Recording Secretary

Attachments:
Ed Hodges contract

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Draft Minutes for March 17, 2026 Burlington Water District Board Meeting

Meeting called to order: by Chair Lovett at 6:20 pm

Board members present to establish quorum: Chair Ricardo Lovett, Anne Squire, Tami Ege, Gail Curtis

Contract Staff Present: Dan Zimmerman, Bookkeeper; Seth Olson, Northwest Natural Water Services (Hiland) Guest: Unidentified guest; possibly Artificial Intelligence monitoring meeting for marketing purposes.

Absent: Ed Hodges, Engineer of Record, Curran-McLeod, Inc.

Public Comment: None **Note:** Chair Lovett is to investigate removing computer Bots and/or individuals from the online meetings if no one responds to requests for introduction.

Guests: Tim Theis with Oregon Association of Water Utilities (OAWU) said he had done the 2021 BWD Water Rate Study (WRS) and that it is now out of date. He discussed the general aspects of a Water Rates Study, the benefits to the Board and answered questions. A Water Rate Study would identify the amount of funds needed for capital projects on a per customer basis. Heavier water users could be assessed a higher portion of a project cost. The study would forecast 4-5 years, including inflation and utility consumer price indexing and other factors.

Dan Zimmerman confirmed BWD has a “tiered” water rate method. Dan also said the gradual water rate increases to date have positioned the BWD well for the near future. Dan recommended BWD do another Water Rate Study for transparency and budgeting purposes.

Mr. Theis said the study would cost no more than \$9,000. He recommends the Board assume a 4.25% inflation rate for fiscal planning whether they pursue the study or not. The study will likely take a few months to finish.

Board Discussion:

- The Board postponed the decision to move forward with a Water Rate Study in order to gain experience with the new City of Portland contract.
- Chair Lovett stated that, for the Water Rater Study to be useful for 2027 budgeting, the study would need to be finished by January 2027.

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Next Steps: The Board asked Mr. Thies and Dan Z. to provide the Board direction on what data would be helpful to track for a potential, future Water Rate Study.

STAFF REPORTS

Seth Olson, NWNWS (Hiland) Water Operator's Report

- a. Hiland Monthly Reports. Seth said he will continue to improve the Hiland monthly reports for accuracy and readability.
- b. Logie Trail water loss report and discussion. The Board continued to emphasize that water loss needs to be accounted for and that users' pay for the loss. No additional discussion occurred.
- c. Solution to Prevent Pressure Relief Valve Damage on NW Marina Way
Seth O. said he has sent the project contract to Chair Lovett for his signature. Gail C. asked that the contract be sure to specify the number of pressure valves to be installed for \$10,000. She also raised the question as to whether the lack of a pressure valve was an oversight when Hiland replaced the hydrants on NW Marina some years ago. Seth O. responded that he believes the single location is where the City of Portland water line connects to NW Marina Way.
Next Steps: Seth O. he would review the hydrant project scope to determine if the installation of a pressure valve was an oversight. Chair Lovett's signature to approve the contract for the pressure valve is pending.
- d. Fire Hydrant Protection at Fred's Marina driveway entrance. Hiland is prepared to install protective barriers. **Next Steps:** Seth will determine if straightening the hydrant is necessary or recommended as part of the \$2,500 project.
- e. ADT Security Camera at Reservoir status. Seth O. has done additional outreach to find a provider for a high-quality camera system. Seth is in conversation with ATT who will monitor the system for \$68 per month. **Next Steps:** More research and recommendations.
- f. Chlorine Analyzer Part Replacement Status
Seth O. aid the new chloring analyzer has energy supply issue. The analyzer tracks 24 hours of reading and then the battery stops for eight hours to recharge. The frequency of the readings is sufficient and shows sufficient chlorine. The data, with a range of values, is available but has not been documents. **Next Steps:** Seth will email Anne S. the collected, chlorine data per her request to make sure a smooth transition between data collection methods.

Dan Zimmerman, Bookkeeper/Office Manager's Report:

- a. Dan summarized the monthly income and expense report. (*You can access the report on the BWD website by looking under the March 2026 board meeting*). February water payment

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receipts totaled \$18,743.32; less \$10,487.20 Hiland monthly payment ending in an \$8,256.12 balance.

All the expenses are within the acceptable budget.

Consent Agenda:

- a. Board approval of Ed Hodges' contract was tabled for additional review time.
- b. Board approval to pay bills was motioned by Chair Lovett and seconded by Anne S with unanimous approval.
- c. Board approval of February, Board Meeting minutes was motioned by Chair Lovett, seconded by Anne S. passing unanimously.

ADMINISTRATIVE REPORTS

Old Business:

1. **Five-Year Levy** status and next steps (Chair Lovett)
2. **May Information Post Cards** next steps and timeframe
3. **Mapping Error Corrections:** Gail C. reported that Multnomah County Elections Office conducted an audit to identify mapping errors. Gail C. will share the results once additional information is provided by the county.

New Business:

1. Audit status. (tabled to later meeting)
2. Applicable Rules and Regulations. Gail C. is concerned that there may be a more recent ordinance that modifies BWD Rules and Regulations. She will conduct a comparison and report back to the Board in April.

Announcement: None.

Adjourn: Unanimous motion to adjourn 8:05

Next BUDGET Meeting: April 15, 5:30 pm online

Next BOARD Meeting: April 15, 6:15 pm online

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

Respectfully submitted,
Gail Curtis, Recording Secretary

FISCAL YEAR July 1 to June 30
2025

In District

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)	933898	1086430	1000749	688056	695701	872698	851243	763759	767567				7660101
Water Sold (gallons)	897727	1041515	997892	677347	684524	857492	706979	835795	665790				7365061
Water Loss (gallons)	36171	44915	2857	10709	11177	15206	144264	-72036	101777				295040
Water Loss %	3.87%	4.13%	0.29%	1.56%	1.61%	1.74%	16.95%	-9.73%	13.26%				3.85%
Total Mo. Revenue	\$ 24,292.31	\$ 30,664.49	\$ 27,335.15	\$ 22,771.52	\$ 22,727.37	\$ 24,682.54	\$ 23,043.12	\$ 25,500.71	\$ 22,640.99				\$ 223,658
Total Arrears	\$ 5,342.17	\$ 3,432.13	\$ 11,059.15	\$ 11,074.54	\$ 4,295.13	\$ 6,744.97	\$ 7,155.60	\$ 7,033.52	\$ 6,154.15				\$ 62,291
Difference	\$ 18,950.14	\$ 27,232.36	\$ 16,276.00	\$ 11,696.98	\$ 18,432.24	\$ 17,937.57	\$ 15,887.52	\$ 18,467.19	\$ 16,486.84	\$ -	\$ -	\$ -	

FISCAL YEAR July 1 to June 30
2025

Total System

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)	933898	1086430	1000749	688056	695701	872698	851243	763759	767567				7660101
Water Sold (gallons)	846170	987043	927053	612479	608246	753510	617443	736561	575418				6663923
Water Loss (gallons)	87728	99387	73696	75577	87455	119188	233800	27198	192149				996178
Water Loss %	9.39%	9.15%	7.36%	10.98%	12.57%	13.66%	27.47%	3.56%	25.03%				13.00%
Total Mo. Revenue	\$ 23,380.07	\$ 35,045.99	\$ 29,336.98	\$ 24,193.31	\$ 26,557.96	\$ 28,805.92	\$ 26,945.06	\$ 29,336.98	\$ 26,283.49				\$ 249,886
Total Arrears	\$ 29,422.57	\$ 16,575.60	\$ 26,460.53	\$ 24,227.53	\$ 19,850.16	\$ 19,934.70	\$ 20,630.50	\$ 22,276.25	\$ 26,077.11				\$ 205,455
Difference	\$ (6,042.50)	\$ 18,470.39	\$ 2,876.45	\$ (34.22)	\$ 6,707.80	\$ 8,871.22	\$ 6,314.56	\$ 7,060.73	\$ 206.38	\$ -	\$ -	\$ -	

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: February 18th - March 16th

Water to Reservoir (from City)		Gallons
Water tr. Reservoir (to customers)	767567	Gallons
Water Sold	575418	Gallons
Water Loss	192149	Gallons
Water Loss %	25.03%	
Total Revenue (total charged in February billing)	\$ 26,283.49	
Total Arrears	\$ 26,077.11	
Difference	\$ 206.38	

Total Revenue Detail

Base Fees (in district and out of district)	\$ 15,373.43	
Water Sales	\$ 10,582.18	
Late Fees	\$ 281.51	
Over payments/Not deposited payments	\$ (612.66)	
Total Receivables/Revenue	\$ 51,747.94	
Total Receipts on Account	\$ 31,228.49	Collected in March
Total Bank Deposit		

Average Usage for Active Meters	4,835	Gallons
Average Water Charge for Active Meters	\$ 88.93	

Usage Groups	# of Accounts	Gallons	% of Usage	Number of Accounts Paid in Full	Revenue Generated
Over 30,001	4	234887	40.82%	3	\$ 8,226.88
20,001 to 30,000	4	98370	17.10%	4	\$ 4,722.49
6,001 to 20,000	4	38300	6.66%	3	\$ 2,068.21
1 to 6,000	98	203861	35.43%	91	\$ 10,270.41
Zero usage	9	0	0.00%	5	\$ 667.62
Total Meters	119	575418	100.00%	106	\$ 25,955.61

Report Date: April 15th 2026

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

NW Natural Water Services

Meter Reading Date: February 18th - March 16th

Water Pumped	767,567	Gallons
Water Sold	665,790	Gallons
Water Loss	101,777	Gallons
Water Loss %	13.26%	
Total Revenue	\$ 22,640.99	
Total Arrears	\$ 6,154.15	
Difference	\$ 16,486.84	

Revenue Detail

Base Fees Marinas	\$ 6,880.15
Base Fees all Others (\$74.18 per home)	\$ 6,305.30
Water Sales Marinas	\$ 5,118.11
Water Sales all Others	\$ 4,337.43
Late Fees	\$ 265.95
Over Payments/Payments Not Deposited	\$ (464.97)
Total Receivables/Revenue	\$ 47,582.24

Total Receipts on Account \$ 27,452.13

Average Usage for Active Meters 6,725 gallons
Average Water Charge for Active Meters \$ 95.51

Usage Groups Gallons per Month	No. of Accounts	Gallons	% of Usage	Number of Accounts Paid in Full	Revenue Generated
Over 30,001	7	394977	59.32%	3	\$ 8,226.88
20,001 to 30,000	4	98370	14.77%	4	\$ 4,722.49
6,001 to 20,000	2	18028	2.71%	1	\$ 1,454.63
1 to 6,000	76	154415	23.19%	67	\$ 7,569.37
Zero usage	9	0	0.00%	5	\$ 667.62
Total Meters	98	665790	100.00%	80	\$ 22,640.99

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

NW Natural Water Services

Meter Reading Date: February 18th - March 16th

Water Pumped	39,280	Gallons
Water Sold	18,103	Gallons
Water Loss	21,177	Gallons
Water Loss %	53.91%	
Total Revenue	\$ 669.81	
Total Arrears	\$ -	
Difference	\$ 669.81	

Revenue Detail

Base Fees Marinas	\$ -
Base Fees all Others \$92.71	\$ 278.13
Water Sales Marinas	\$ -
Water Sales all Others	\$ 391.68
Late Fees	\$ -
Over Payments/Payments Not Deposited	\$ (0.00)
Total Receivables/Revenue	\$ 677.55
Monthly adjustment for loss factor	\$ 2.58 per account
Total Receipts on Account	\$ 817.48
Average Usage for Active Meters	6,034 Gallons
Average Water Charge for Active Meters	\$ 130.56

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	14063	77.68%	1	\$ 427.61
1 to 6,000	2	4040	22.32%	2	\$ 242.20
Zero usage	0	0	0.00%	0	\$ -
Total Meters	3	18103	100.00%	3	\$ 669.81

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

NW Natural Water Services

Meter Reading Date: February 18th - March 16th

Water Pumped	87,073	Gallons
Water Sold	19,299	Gallons
Water Loss	67,774	Gallons
Water Loss %	77.84%	
Total Revenue	\$ 1,016.25	
Total Arrears	\$ 125.69	
Difference	\$ 890.56	

Revenue Detail

Base Fees Marinas	\$ -
Base Fees all Others \$92.71	\$ 741.68
Water Sales Marinas	\$ -
Water Sales all Others	\$ 274.57
Late Fees	\$ 15.56
Over Payments/Payments Not Deposited	\$ (144.62)
Total Receivables/Revenue	\$ 1,739.04
Monthly adjustment for loss factor	\$ 13.27 per account
Total Receipts on Account	\$ 1,142.81

Average Usage for Active Meters	2,412	Gallons
Average Water Charge for Active Meters	\$ 34.32	

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		0	0	0.00%	0	\$ -
1 to 6,000		8	19299	100.00%	7	\$ 1,016.25
Zero usage		0	0	0.00%	0	\$ -
Total Meters		8	19299	100.00%	7	\$ 1,016.25

NW Chestnut Lane System Detailed Report (4 or 5)

NW Natural Water Services

Meter Reading Date: February 18th - March 16th

Water Pumped	33,737	Gallons
Water Sold	32,316	Gallons
Water Loss	1,421	Gallons
Water Loss %	4.21%	
Total Revenue	\$ 1,628.56	
Total Arrears	\$ 123.62	
Difference	\$ 1,504.94	

Revenue Detail

Base Fees Marinas	\$ -
Base Fees all Others \$92.71	\$ 1,168.17
Water Sales Marinas	\$ -
Water Sales all Others	\$ 460.39
Late Fees	\$ -
Over Payments/Payments Not Deposited	\$ (3.07)
Total Receivables/Revenue	\$ 1,749.11
Monthly adjustment for loss factor	0 per account
Total Receipts on Account	\$ 1,816.07

Average Usage for Active Meters	2,486	Gallons
Average Water Charge for Active Meters	\$ 35.41	

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	6209	19.21%	1	\$ 185.97
1 to 6,000		12	26107	80.79%	10	\$ 1,442.59
Zero usage		0	0	0.00%	0	\$ -
Total Meters		13	32316	100.00%	11	\$ 1,628.56



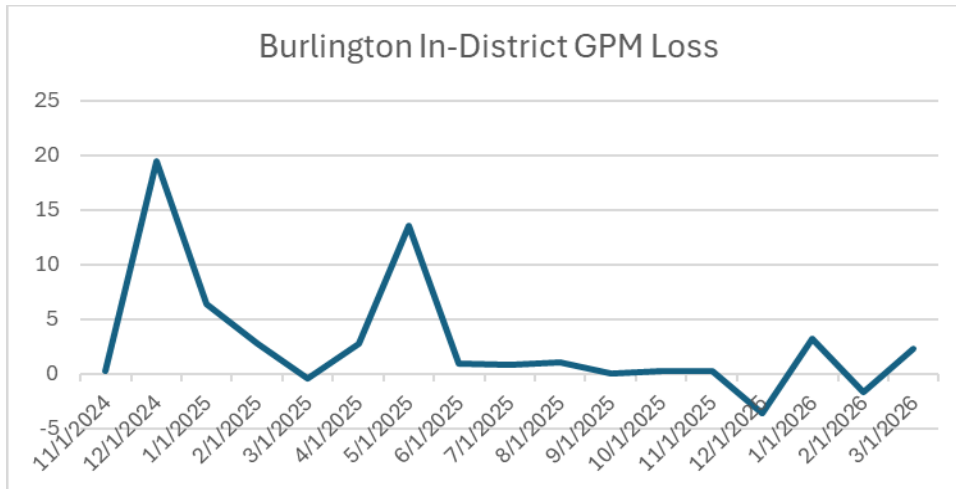
NW Natural WATER™ Operations Report for 2026 April's Meeting

Distribution Overview In-District

Water Pumped: 767,567 Gallons

Water Sold: 665,790 Gallons

Loss Factor: 2.28%





NW Natural

WATER™

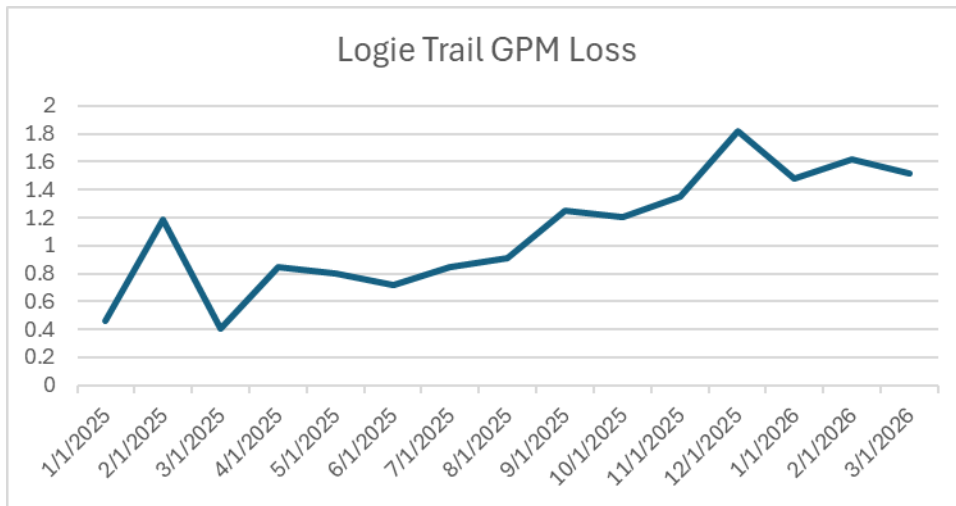
Distribution Overview Logie Trail

Water Pumped – 87,073 Gallons

Water Sold – 19,299 Gallons

Loss Factor = 77.84%

Charge per customer: \$13.27



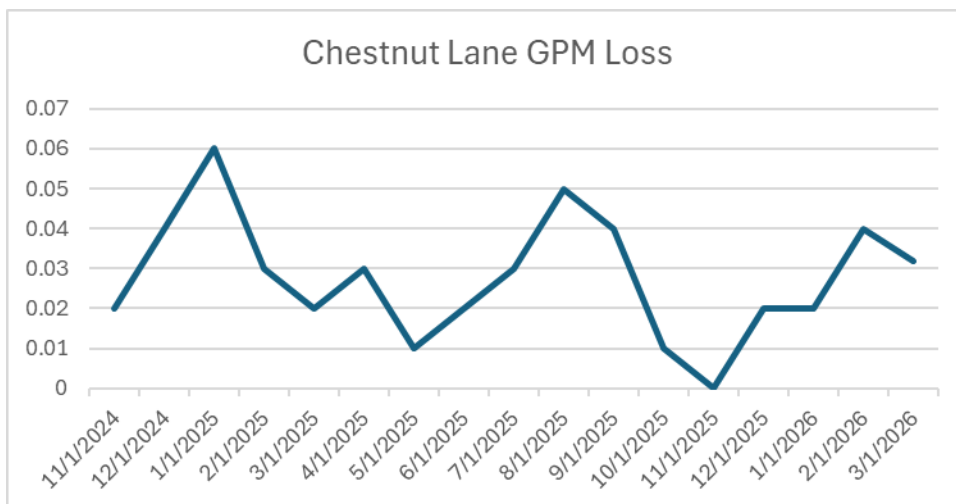
Distribution Overview Chestnut Lane

Water Pumped: 33,737 Gallons

Water Sold: 32,316 Gallons

Loss Factor: 4.21 %

Charge per customer: \$0





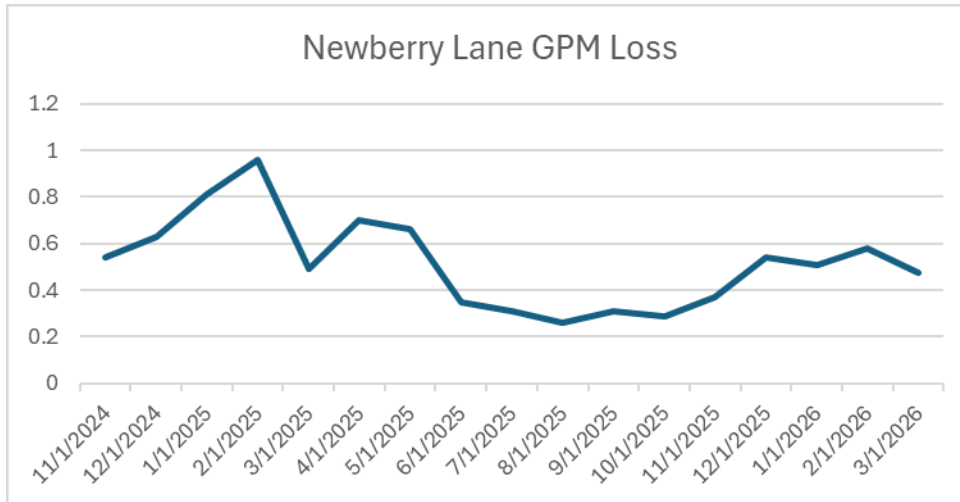
Distribution Overview Newberry Lane

Water Pumped – 39,280 Gallons

Water Sold – 18,103 Gallons

Loss Factor = 53.91 %

Charge per customer: \$2.58



Compliance Analysis

Samples Collected: 1 of 1

- 03/04 – Routine Bacterial Sample

Average Chlorine Residual: NA

Compliance Violations : None

Additional Services



3/3- Finish chlorine analyzer installation

3/4- Replaced a meter radio

3/13- Locate

3/11- Overflow project was completed

3/16- Meter reading

3/20- Replaced battery at reservoir

3/26- Installed 2nd Battery at reservoir

Recommended Maintenance

1. Marina Way has a 120 PSI. This is on the high side for water services. Talk about options.
2. The Bollards for the Fire Hydrant at Fred's Marina have been ordered.
3. 17645 NW St Helens Rd, Portland, OR 97231.
 - a. Yi Wang requested service for a project.
 - i. We have not been able to make contact with Yi from the email provided.
 - b. Iris O'Neil 503-896-1751 called because she needs to know the Water flow information for Burlington to determine if they need a Fire pump. They are currently in the design process for a new construction.
 - i. I have called back to get more details, but was not able to get ahold of Iris

Administrative Comments

1. Portland Water Bureau has begun posting expected pricing increases to their wholesalers over the next 10 years. It may benefit the district to notify the residents in advance of the increasing water bill and why it is occurring.
 - a. On April 20th the Mayor will give a proposed updated rate.
 - b. On May 20th the new proposed rate will go to council.
 - c. A committee is working on a curtailment plan
2. Miller Creek Holdings (Acct. #2487) has requested a leak adjustment of \$704.77. The leak was located and repaired on February 27th. According to historical usage, the leak looks like it started in December. This adjustment would charge Miller Creek Holdings half of the water that was lost.

NW Natural Water Services, LLC
PO Box 699
Newberg, OR 97132 US
5035548333
accountsreceivable@nwnaturalwaterservices.com

Credit Memo

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

CREDIT # 82450
DATE 03/31/2026

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
03/31/2026	Receipts this month	Receipts this month	1	31,354.81	31,354.81

SUBTOTAL	31,354.81
TAX	0.00
TOTAL	31,354.81
TOTAL CREDIT	\$31,354.81

NW Natural Water Services, LLC
 PO Box 699
 Newberg, OR 97132 US
 5035548333
 accountsreceivable@nwnaturalwaterservices.com

Invoice



BILL TO

Burlington Water District
 PO Box 1827
 Fairview, OR 97024

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
82510	03/31/2026	\$6,355.08	04/30/2026	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:			
03/03/2026	Work Order to Finish Chlorine Analyzer Install (includes drive time on 3/5 to deliver Chlorine Probe to FedEx)			
	Construction Manager	5	131.00	655.00
	Mileage	31	0.725	22.48
	Service Fee - 20%	0.20	677.48	135.50
				Subtotal: 812.98
03/04/2026	Work Order for Leak Check (12800 NW Marina Way) & Replace Meter Radio at 17311 NW St. Helens			
	Operator 2	1.50	87.00	130.50
	Service Fee - 20%	0.20	130.50	26.10
				Subtotal: 156.60
03/13/2026	Work Order to Mark Locate (Ticket #26068592) & Leak Check @ 19333 NW St Helens			
	Area Supervisor	1.75	95.00	166.25
	Mileage	22	0.725	15.95
	Service Fee - 20%	0.20	182.20	36.44
				Subtotal: 218.64
03/16/2026	Work Order to Mark Locate (Ticket #26056520)			
	Operator 1	0.50	75.00	37.50
	Service Fee - 20%	0.20	37.50	7.50
				Subtotal: 45.00

DATE	DESCRIPTION	QTY	RATE	AMOUNT
03/18/2026	Work Order to Research Security for Water Tank for the Board/Talk to ADT Operations Manager	1.50	137.00	205.50
	Service Fee - 20%	0.20	205.50	41.10
				Subtotal: 246.60
03/18/2026	Work Order to Troubleshoot Electrical Issues at Reservoir & Replace Batter (March 18-20) Construction Manager	4.50	131.00	589.50
	Mileage	75	0.725	54.38
	Service Fee - 20%	0.20	643.88	128.78
				Subtotal: 772.66
03/26/2026	Work Order to Install 2nd Battery & turn Chlorine analyzer Back on Construction Manager	2	131.00	262.00
	Mileage	66	0.725	47.85
	Service Fee - 20%	0.20	309.85	61.97
				Subtotal: 371.82
	Reimbursable Expenses:			
03/31/2026	Harbor Freight - Replacement solar battery			79.99
03/01/2026	Mzhou 12V to 24V 5A 120W Boost Converter IP67- Dustproof Booster with Screwdriver - for Trucks/RVs/Off-Highway/Solar/for Harsh Environments - Dustproof/Vibration Resistant			12.99
	Service Fee - 20%	0.20	92.98	18.60
				Subtotal: 111.58

SUBTOTAL	6,355.08
TAX	0.00
TOTAL	6,355.08
BALANCE DUE	\$6,355.08

NW Natural Water Services, LLC
 PO Box 699
 Newberg, OR 97132 US
 5035548333
 accountsreceivable@nwnaturalwaterservices.com

Invoice



BILL TO

Burlington Water District
 PO Box 1827
 Fairview, OR 97024

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
82668	03/31/2026	\$13,117.00	04/30/2026	Net 30	

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	March 2026 Reservoir Outfall Improvements Project	1	13,117.00	13,117.00

SUBTOTAL	13,117.00
TAX	0.00
TOTAL	13,117.00
BALANCE DUE	\$13,117.00

Burlington Water District
Balance Sheet
As of March 31, 2026

	<u>Mar 31, 26</u>
ASSETS	
Current Assets	
Checking/Savings	
10.01 · Bank of the West-General acct.	111,939.41
1004 · OR STATE TREATX POOL-FIRE 4563	200,032.51
1006 · STATE POOL -GEN Savings 3564	619,557.50
1010 · PETTY CASH	30.00
Total Checking/Savings	<u>931,559.42</u>
Total Current Assets	<u>931,559.42</u>
TOTAL ASSETS	<u>931,559.42</u>
LIABILITIES & EQUITY	
Liabilities	-30.00
Equity	
3000 · Opening Bal Equity	-656,421.00
3900 · Retained Earnings	1,372,425.54
Net Income	215,584.88
Total Equity	<u>931,589.42</u>
TOTAL LIABILITIES & EQUITY	<u>931,559.42</u>

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

	Mar 26	Budget	\$ Over Budget	% of B...
Ordinary Income/Expense				
Income				
4000 · INCOME				
4002 · WATER SALES	31,354.81	32,000.00	-645.19	98.0%
4004 · CURRENT LEVIED TAXES	4,891.61	4,750.00	141.61	103.0%
4011 · INTEREST INCOME	2,768.24	1,000.00	1,768.24	276.8%
Total 4000 · INCOME	<u>39,014.66</u>	<u>37,750.00</u>	<u>1,264.66</u>	<u>103.4%</u>
Total Income	39,014.66	37,750.00	1,264.66	103.4%
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	125.00	-125.00	0.0%
5150 · ACCOUNTING	2,594.83	1,450.00	1,144.83	179.0%
5147 · OPERATIONS MANAGEMENT FEE	3,619.20	4,833.33	-1,214.13	74.9%
5109 · GENERAL OPERATING EXPENSES	0.00	83.33	-83.33	0.0%
5102 · ADVERTISING/COLLECTIONS	0.00	41.67	-41.67	0.0%
5103 · BANK FEES	14.57	16.67	-2.10	87.4%
5111 · ELECTRIC	133.67	266.67	-133.00	50.1%
5119 · INSURANCE	2,868.00	0.00	2,868.00	100.0%
5123 · LEGAL	2,213.00	1,500.00	713.00	147.5%
5127 · OFFICE EXPENSE & POSTAGE	0.00	483.33	-483.33	0.0%
5141 · MAINTENANCE	2,735.88	6,500.00	-3,764.12	42.1%
5142 · WATER PURCHASES	3,533.40	5,000.00	-1,466.60	70.7%
5145 · ENGINEER	0.00	1,400.00	-1,400.00	0.0%
Total 5100 · GENERAL OPERATING EXPENSES	<u>17,712.55</u>	<u>21,700.00</u>	<u>-3,987.45</u>	<u>81.6%</u>
Total Expense	17,712.55	21,700.00	-3,987.45	81.6%
Net Ordinary Income	21,302.11	16,050.00	5,252.11	132.7%
Other Income/Expense				
Other Expense				
5149 · OPERATING CONTINGENCY	0.00	60,896.40	-60,896.40	0.0%
5200 · CAPITAL OUTLAY				
5200.1 · CAPITAL OUTLAY	13,117.00	13,000.00	117.00	100.9%
Total 5200 · CAPITAL OUTLAY	<u>13,117.00</u>	<u>13,000.00</u>	<u>117.00</u>	<u>100.9%</u>
Total Other Expense	13,117.00	73,896.40	-60,779.40	17.8%
Net Other Income	-13,117.00	-73,896.40	60,779.40	17.8%
Net Income	<u><u>8,185.11</u></u>	<u><u>-57,846.40</u></u>	<u><u>66,031.51</u></u>	<u><u>-14.1%</u></u>

Burlington Water District
Profit & Loss Budget vs. Actual
July 2025 through March 2026

	Jul '25 - Mar 26	Budget	\$ Over Budget	% of B...
Ordinary Income/Expense				
Income				
4000 · INCOME				
4014 · Loan Proceeds	0.00	0.00	0.00	0.0%
4013 · Grant Proceeds	0.00	50,000.00	-50,000.00	0.0%
4001 · Beginning Cash General Fund	0.00	750,000.00	-750,000.00	0.0%
4002 · WATER SALES	260,932.91	253,000.00	7,932.91	103.1%
4004 · CURRENT LEVIED TAXES	176,026.67	176,000.00	26.67	100.0%
4005 · NEW WATER SERVICE/OTHER	0.00	0.00	0.00	0.0%
4011 · INTEREST INCOME	23,006.82	9,000.00	14,006.82	255.6%
Total 4000 · INCOME	459,966.40	1,238,000.00	-778,033.60	37.2%
Total Income	459,966.40	1,238,000.00	-778,033.60	37.2%
Expense				
5100 · GENERAL OPERATING EXPENSES				
5153 · FIRE PROTECTION FEE	0.00	110,105.50	-110,105.50	0.0%
5152 · CONSULTANTS	0.00	10,000.00	-10,000.00	0.0%
5151 · PROCESSING FEES	0.00	1,125.00	-1,125.00	0.0%
5150 · ACCOUNTING	17,543.13	19,700.00	-2,156.87	89.1%
5147 · OPERATIONS MANAGEMENT FEE	33,168.44	43,500.01	-10,331.57	76.2%
5109 · GENERAL OPERATING EXPENSES	0.00	750.01	-750.01	0.0%
5102 · ADVERTISING/COLLECTIONS	0.00	374.99	-374.99	0.0%
5103 · BANK FEES	121.60	149.99	-28.39	81.1%
5111 · ELECTRIC	1,300.28	2,399.99	-1,099.71	54.2%
5117 · ELECTIONS	0.00	500.00	-500.00	0.0%
5119 · INSURANCE	13,040.00	12,000.00	1,040.00	108.7%
5123 · LEGAL	4,104.93	10,500.00	-6,395.07	39.1%
5127 · OFFICE EXPENSE & POSTAGE	3,566.40	4,350.01	-783.61	82.0%
5141 · MAINTENANCE	18,538.24	58,500.00	-39,961.76	31.7%
5142 · WATER PURCHASES	27,236.98	37,000.00	-9,763.02	73.6%
5143 · LEASE FEES	2,009.24	2,200.00	-190.76	91.3%
5145 · ENGINEER	5,367.50	10,800.00	-5,432.50	49.7%
Total 5100 · GENERAL OPERATING EXPENSES	125,996.74	323,955.50	-197,958.76	38.9%
Total Expense	125,996.74	323,955.50	-197,958.76	38.9%
Net Ordinary Income	333,969.66	914,044.50	-580,074.84	36.5%
Other Income/Expense				
Other Expense				
5149 · OPERATING CONTINGENCY	0.00	426,274.80	-426,274.80	0.0%
5200 · CAPITAL OUTLAY				
5200.1 · CAPITAL OUTLAY	27,426.47	91,000.00	-63,573.53	30.1%
Total 5200 · CAPITAL OUTLAY	27,426.47	91,000.00	-63,573.53	30.1%
5300 · DEBT SERVICE				
5300.1 · IFA Loan Debt - S01006	29,342.00	31,775.00	-2,433.00	92.3%
5300.2 · IFA Loan Debt - S01005	30,446.06	37,150.00	-6,703.94	82.0%
5300.3 · IFA Loan Debt - S22014	11,909.15	15,000.00	-3,090.85	79.4%
5300.4 · IFA Loan Debt - S23003	1,636.94			
5300.5 · Debt Service Interest	17,624.16			
Total 5300 · DEBT SERVICE	90,958.31	83,925.00	7,033.31	108.4%
Total Other Expense	118,384.78	601,199.80	-482,815.02	19.7%
Net Other Income	-118,384.78	-601,199.80	482,815.02	19.7%
Net Income	215,584.88	312,844.70	-97,259.82	68.9%

Burlington Water District
Profit & Loss Budget vs. Actual
July 2025 through June 2026

	Jul '25 - Jun 26	Budget	\$ Over Budget	% of B...
Ordinary Income/Expense				
Income				
4000 · INCOME				
4014 · Loan Proceeds	0.00	0.00	0.00	0.0%
4013 · Grant Proceeds	0.00	50,000.00	-50,000.00	0.0%
4001 · Beginning Cash General Fund	0.00	750,000.00	-750,000.00	0.0%
4002 · WATER SALES	260,932.91	330,000.00	-69,067.09	79.1%
4004 · CURRENT LEVIED TAXES	176,026.67	180,000.00	-3,973.33	97.8%
4005 · NEW WATER SERVICE/OTHER	0.00	0.00	0.00	0.0%
4011 · INTEREST INCOME	23,006.82	12,000.00	11,006.82	191.7%
Total 4000 · INCOME	459,966.40	1,322,000.00	-862,033.60	34.8%
Total Income	459,966.40	1,322,000.00	-862,033.60	34.8%
Expense				
5100 · GENERAL OPERATING EXPENSES				
5153 · FIRE PROTECTION FEE	0.00	220,211.00	-220,211.00	0.0%
5152 · CONSULTANTS	0.00	10,000.00	-10,000.00	0.0%
5151 · PROCESSING FEES	0.00	1,500.00	-1,500.00	0.0%
5150 · ACCOUNTING	19,252.47	24,000.00	-4,747.53	80.2%
5147 · OPERATIONS MANAGEMENT FEE	33,168.44	58,000.00	-24,831.56	57.2%
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	121.60	200.00	-78.40	60.8%
5111 · ELECTRIC	1,454.22	3,200.00	-1,745.78	45.4%
5117 · ELECTIONS	0.00	500.00	-500.00	0.0%
5119 · INSURANCE	13,040.00	12,000.00	1,040.00	108.7%
5123 · LEGAL	4,330.93	15,000.00	-10,669.07	28.9%
5127 · OFFICE EXPENSE & POSTAGE	3,566.40	5,800.00	-2,233.60	61.5%
5141 · MAINTENANCE	18,538.24	78,000.00	-59,461.76	23.8%
5142 · WATER PURCHASES	30,790.14	52,000.00	-21,209.86	59.2%
5143 · LEASE FEES	2,009.24	2,200.00	-190.76	91.3%
5145 · ENGINEER	5,367.50	15,000.00	-9,632.50	35.8%
Total 5100 · GENERAL OPERATING EXPENSES	131,639.18	499,111.00	-367,471.82	26.4%
Total Expense	131,639.18	499,111.00	-367,471.82	26.4%
Net Ordinary Income	328,327.22	822,889.00	-494,561.78	39.9%
Other Income/Expense				
Other Expense				
5149 · OPERATING CONTINGENCY	0.00	608,964.00	-608,964.00	0.0%
5200 · CAPITAL OUTLAY				
5200.1 · CAPITAL OUTLAY	27,426.47	130,000.00	-102,573.53	21.1%
Total 5200 · CAPITAL OUTLAY	27,426.47	130,000.00	-102,573.53	21.1%
5300 · DEBT SERVICE				
5300.1 · IFA Loan Debt - S01006	29,342.00	31,775.00	-2,433.00	92.3%
5300.2 · IFA Loan Debt - S01005	30,446.06	37,150.00	-6,703.94	82.0%
5300.3 · IFA Loan Debt - S22014	11,909.15	15,000.00	-3,090.85	79.4%
5300.4 · IFA Loan Debt - S23003	1,636.94			
5300.5 · Debt Service Interest	17,624.16			
Total 5300 · DEBT SERVICE	90,958.31	83,925.00	7,033.31	108.4%
Total Other Expense	118,384.78	822,889.00	-704,504.22	14.4%
Net Other Income	-118,384.78	-822,889.00	704,504.22	14.4%
Net Income	209,942.44	0.00	209,942.44	100.0%

Burlington Water District

4/12/2026 6:27 PM

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

From 04/01/2026 through 04/30/2026

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
04/15/2026	AUTO P...	CITY OF PORTLAND	5100 · GENERAL OP...	March 2026 W...	3,553.16		108,386.25
04/15/2026	AUTO P...	PGE	5100 · GENERAL OP...	electricity	153.94		108,232.31
04/15/2026	3672	DANIEL ZIMMER...	5100 · GENERAL OP...	INV: 379 - MA...	1,709.34		106,522.97
04/15/2026	3673	SCHROEDER LAW ...	5100 · GENERAL OP...	Invoice 88 AC...	226.00		106,296.97

April 10, 2026

MEMORANDUM

To: Burlington Water District Board Members and public (visa-vie the BWD website April 15, 2026 Board Meeting posted notices

From: Gail Curtis, Board Member

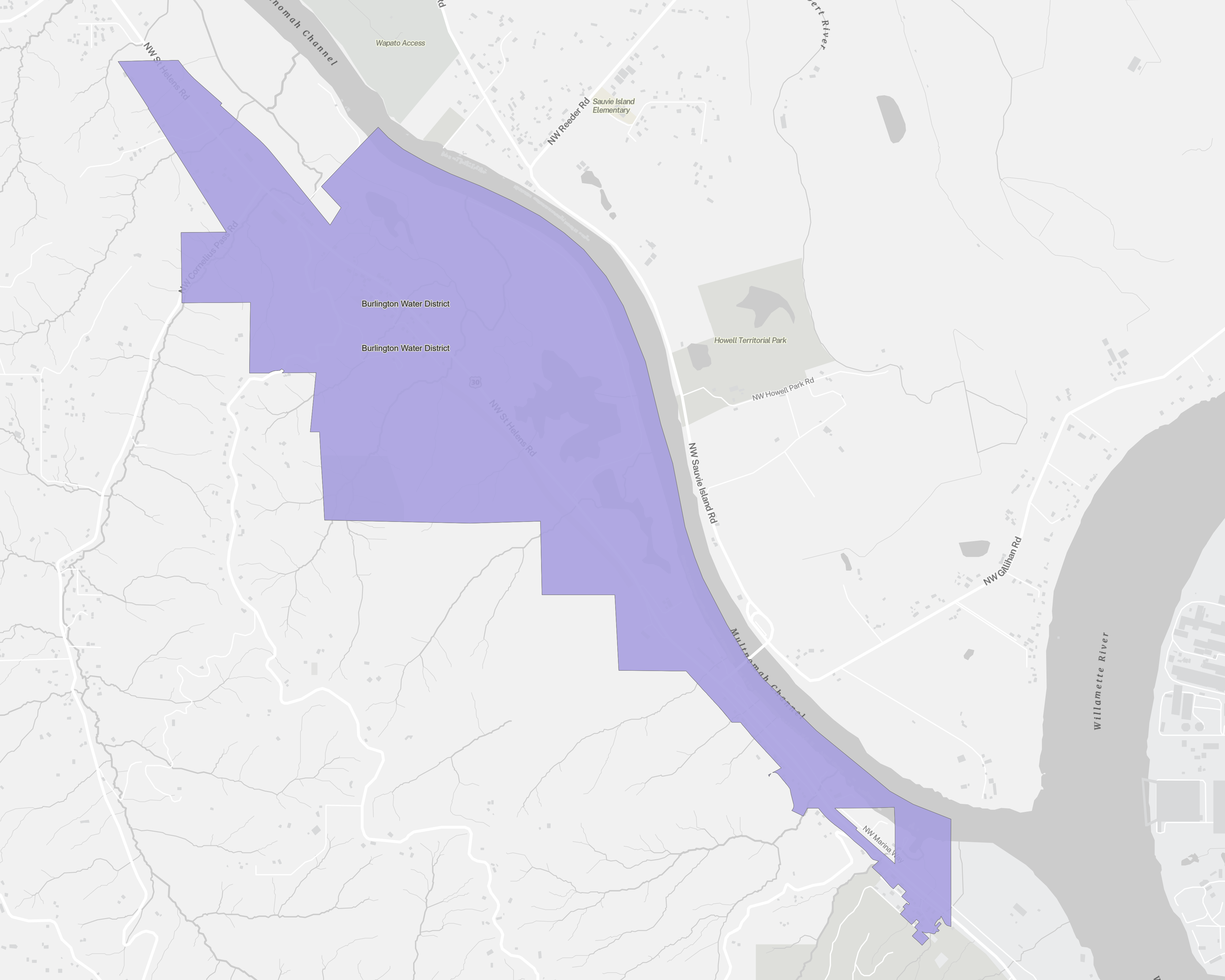
Subject: Burlington Water District boundary corrections

On March 19, 2026 Multnomah County Elections Division confirmed that there was a Burlington Water District (BWD) district boundary mapping error. The error was identified as part of the 2025 Burlington Water District Master Plan update. The correction was made in early 2026 following an audit conducted by the county.

The addresses shown below were once listed in the voter registration database as being outside of the Burlington Water District. They are now inside the Burlington Water District.

Address	Previous Precinct	Correct Precinct
13002 NW Marina Way	3101.C	3101.I
13004 NW Marina Way	3101.C	3101.I
13006 NW Marina Way	3101.C	3101.I
13008 NW Marina Way	3101.C	3101.I
13010 NW Marina Way	3101.C	3101.I
13022 NW Marina Way	3101.C	3101.I
13024 NW Marina Way	3101.C	3101.I
13100 NW Marina Way	3101.C	3101.I
13110 NW Marina Way	3101.C	3101.I
13140 NW Marina Way	3101.C	3101.I
14444 NW Larson Rd	3101.C	3101.I
14448 NW Larson Rd	3101.C	3101.I
14452 NW Larson Rd	3101.C	3101.I
14456 NW Larson Rd	3101.C	3101.I

GC/gc



NW St Helens Rd

NW Cornelius Pass Rd

Burlington Water District

Burlington Water District

30

NW St Helens Rd

NW Reeder Rd

Sauvie Island Elementary

Howell Territorial Park

NW Howell Park Rd

NW Saunie Island Rd

NW Gillian Rd

Willamette River

NW Marina Way

Multnomah Channel

Wapato Access

Let River

Multnomah Channel

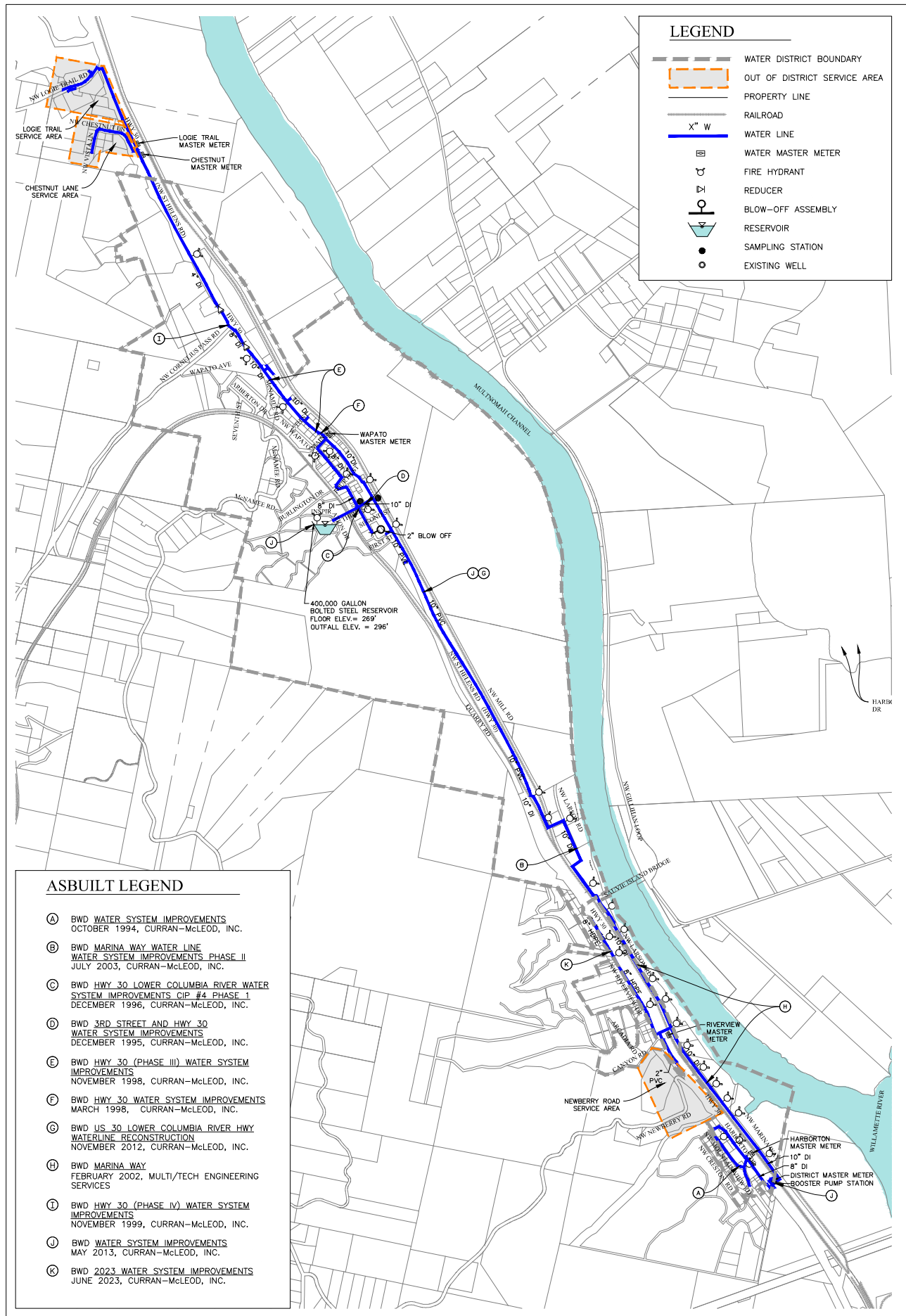
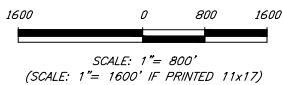


FIGURE 4 - WATER SYSTEM MAP

**BURLINGTON WATER DISTRICT
EXISTING WATER SYSTEM
MULTNOMAH COUNTY, OREGON**



CURRAN-McLEOD, INC.
CONSULTING ENGINEERS
6655 S.W. HAMPTON ST., SUITE 210 PORTLAND,
OREGON 97225 PHONE (503) 684-3478