

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

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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 17, 2026, 6:15 pm online

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