

## **BBWD Board of Commissioners, President's Report**

Dated: October 19, 2025

**Summary:** I want to express my sincere gratitude to NW Natural Water's Cody Scott, Aaron Olson, Curtis Olson, and Tim Gross for their prompt and dedicated response to the recent flow meter failure at the plant. Their swift action was a powerful reminder of the essential service our District provides—and of the critical partnerships that make clean water distribution possible. As we continue to engage with the community and collaborate with NW Natural Water on forward-looking operations, I believe we have a strong opportunity to:

1. Strengthen community communication and preparedness, and
2. Advance our efforts to ensure long-term water resiliency.

Achieving these goals will require time and adequate funding, and I look forward to working with the Board and our partners to move this important work forward.

### **Insurances**

- SDIS appraisers visit October 28 at 11 am. I am coordinating with NW Natural for information about equipment.
- Of the three SDAO-recommended agencies in our area, one has responded and is available. Kendra researched the agency; it is a recommended, well-established one. During our meeting, we can discuss next steps to ensure we are getting this renewal efficiently completed before the new year.

### **SDAO**

- A 1.5 hour Roles and Responsibilities training for Board members is still in the process of being scheduled. This will be in-person, likely in November or early December.

### **Website updates:**

- Please let me know if you have ideas for website improvements - - resources that we'd like to have easily accessible.
- Encourage your neighbors to sign up to our website mailing list- not everyone is on it, and it's a great way to distribute critical announcements like the most recent operational disruption.

### **Plant Operations and Management and Emergency Plan**

- I will ask NW Natural for some updates to the plan, to better reflect some of the workflows related to emergency communications and points of contact.

#### **ARPA Grant for Distribution Line Improvements:**

- County Commissioners approved the one-year extended grant period (through October 2026) to provide time to complete the proposed work, including line flushing and Civil West engineering report.
- CivilWest Engineering Report for a redundant line system will start this month.
- To be reported at our November meeting: Consultant availability for a funding opportunity analysis. This would include Master Planning and infrastructure modernization/resiliency grants.

#### **Other Administrative:**

- Grimstad completed and submitted the report in lieu of audit on September 25, for the State auditor's office. We should hear back in a few months with the results.
- Thanks to Marina for distributing water facility operational updates to the billing list this past week.



## **Operations Report September 2025**

### **Base Operations**

NA

### **Distribution Overview (September 2025)**

NA

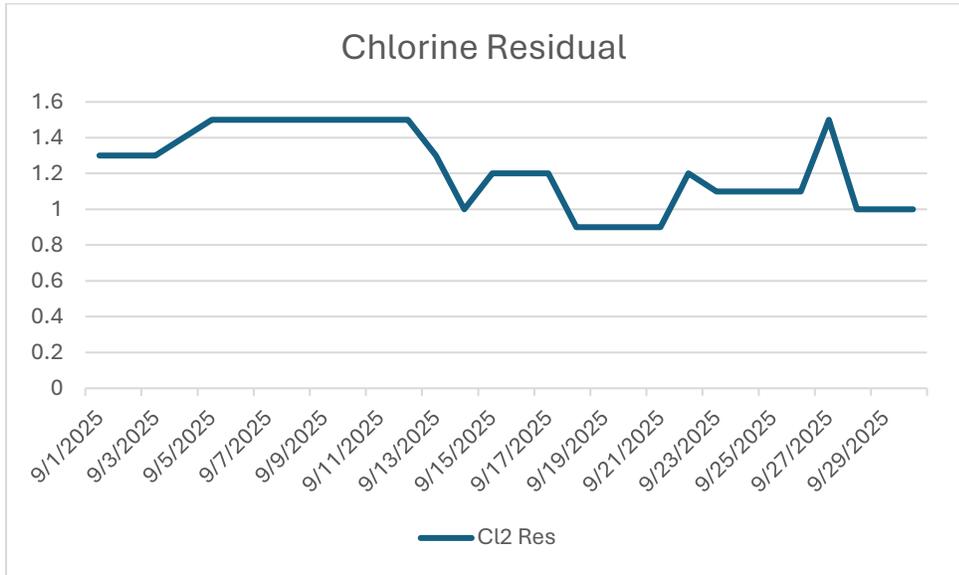


**Compliance Analysis**

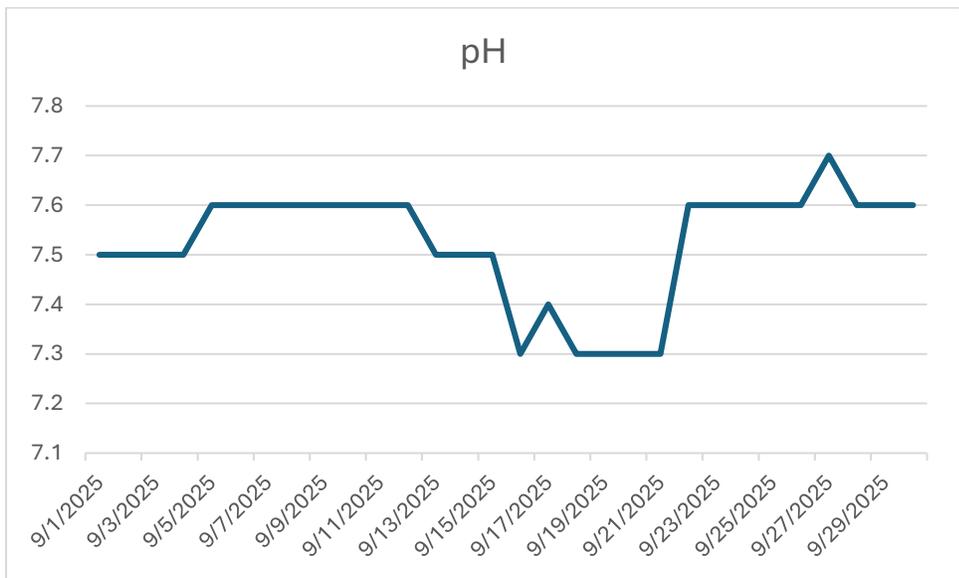
Samples Collected: 1 of 1

09/23 – Monthly Routine Bacteria Test

**Chlorine residual**



**pH**





### **Additional Services**

1. 09/05 – Customer shut off at 12254 NE Benton St.
2. 09/08 – Marked locate at Beverly Beach Dr.
3. 09/12 – Responded to potential leak at 11555 NE Avery St.
4. 09/18 – Used vacuum equipment to follow flowing water in an effort to repair the leak at 11555 NE Avery St. Despite following the water for several feet, the leak wasn't found.
5. 09/22 – Met with OAWU on site to use their acoustic equipment to locate the water leak.
6. 09/23 – Attempted to locate shut off for 11735 NE Beverly Beach Dr.
7. 09/24 – Used vacuum equipment to uncover and repair leak at 11555 NE Avery St. Then located missing meters and shut off water at 11635 Coos St for homeowner.
8. 09/27 – Marked locate at 11580 Beverly Dr.
9. 09/30 – Certified and submitted the Consumer Confidence Report.

### **Recommended Maintenance**

1. The access docks to the raw water intake are in poor condition. They will need to be rebuilt or rehabilitated for safety concerns.
2. Several of the fire hydrants through the system are in poor condition. The valves are hard to operate and risk breaking. In addition, the system should authorize a flushing plan (each year at minimum) to keep the hydrants clear of iron and oiled properly.
3. The system is not completely metered, and in some cases the shut-off valves are missing. NWNWS recommends installing a water meter at each of the remaining services and reading the usage monthly. This will provide a clear distinction between the district's water line and the resident's plumbing, every resident would have the same ability to check their residence for leaks, allow for billing based on consumption and would allow the district to track their loss factor through the existing infrastructure.

### **Administrative Comments**

1. The Beverly Beach treatment plant has potential to be more automated but is limited by the technology invested in it. NWNWS would like to undergo a review of the plant's capacity and outline a cost-benefit analysis of improving the plant's capabilities. Examples include a reservoir pressure transducer with transponder, real time chlorine/pH/turbidity monitoring, self-adjusting alum dosing capabilities, etc.

Grimstad CPA  
PO BOX 1930  
Newport, OR 97365  
(541) 265-5411

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**INVOICE**

**Beverly Beach Water District**  
PO Box 576  
Newport, OR 97365

Invoice Date: Sep-25-2025  
Invoice Number: 1000004985  
Payment Terms: 30 Days

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*Summary of Services:*

<u>Description</u>	<u>Amount</u>
Summary and preparation of Report in Lieu	\$ 2,000.00
<b>Total Services:</b>	<u>\$ 2,000.00</u>
<b>Amount Due:</b>	<u>\$ 2,000.00</u>
<b>Total Balance Due:</b>	<u>\$ 2,000.00</u>

*Summary of Outstanding Invoices:*

<u>Date</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Invoice Balance</u>
09-25-25	1000004985	Summary and preparation of Report in Lieu	\$ 2,000.00
<b>Total Amount Due Including This Invoice &gt;</b>			<u>\$ 2,000.00</u>



# The Automation Group

# INVOICE

INVOICE NUMBER **W16193**  
 INVOICE DATE **Aug 22/25**  
 TERMS **Net 30**  
 P.O. NUMBER

The Automation Group  
 4678 Isabelle Street  
 Eugene, OR 97402

**AMOUNT DUE \$ 3,142.56**

**BILL TO:**  
 Beverly Beach H20 District  
 P.O. Box #576  
 Newport OR 97365

**JOB LOCATION:**  
 Beverly Beach H20 District  
 P.O. Box #576  
 Newport OR 97365

**Work Order #** 25-7999      **Technician** Bryce Jenks

**Description of Work**  
 Beverly Beach Tosi troubleshooting for Cody

Description	Date	Qty	Price	Total
<b>LABOR</b>				
Jenks, Bryce	08/05/25	8.00	179.00	1,432.00
Jenks, Bryce	08/11/25	7.00	179.00	1,253.00
<b>MATERIAL</b>				
MobileKey License (1 ea)		2.00	95.63	191.26
<b>EQUIPMENT</b>				
<b>TRAVEL</b>				
Trip Fee		2.00	133.15	266.30
<b>OTHER</b>				

**Total** 3,142.56  
**Amount Paid**  
**Amount Due** **3,142.56**

*code*

**PLEASE INCLUDE INVOICE NUMBER WHEN SUBMITTING PAYMENT**

**Payment Terms are Net 30 from invoice date, unless other contractual terms are arranged. Services charges will accrue at 1.5% per month on the outstanding balance until fully paid. Client is responsible for all collection charges.**

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

# Invoice



**BILL TO**

Beverly Beach Water District  
 PO Box 576  
 Newport, OR 97365

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
8202	09/30/2025	\$11,449.74	10/30/2025	Net 30	

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Operations base fee	1	4,550.00	4,550.00
	Service Fee - 20%	0.20	4,550.00	910.00
				Subtotal: 5,460.00
	T&M Charges:			
09/05/2025	Operator 1 - courtesy shut-off at 12254 NE Benton St.	0.50	71.00	35.50
09/08/2025	Operator 1 - marked locate near Beverly beach Dr and Beverly Beach Ln	0.25	71.00	17.75
09/11/2025	Operator 1 - investigate and mark leak at 11555 NE Avery St.	0.25	71.00	17.75
09/12/2025	Operator 1 - additional leak investigation near 11555 NE Avery St	0.50	71.00	35.50
09/15/2025	Area Supervisor - Set up for leak repair and put in for locates	0.75	91.00	68.25
09/16/2025	Operator 1 - Collecting dbp Samples	0.25	71.00	17.75
09/18/2025	Area Supervisor - Coordinating Leak at 11555 NE Avery St	0.75	91.00	68.25
09/18/2025	Utility Worker - Leak repair at 11555 NE Avery St.	12	66.00	792.00
09/18/2025	Utility Worker - Leak repair at 11555 NE Avery St.	3.50	66.00	231.00
09/18/2025	Operator 1 - Assisted crew working on Leak at 11555 NE Avery St.	0.50	71.00	35.50
09/18/2025	Service Truck	12	25.00	300.00
09/18/2025	Vac Trailer	8	60.00	480.00
09/18/2025	Mileage	152	0.70	106.40
09/22/2025	Operations Sr. Manager - Contacting OAWU about tracking down leak	0.50	130.00	65.00
09/22/2025	Operator 1 - Met with OAWU regarding the main line leak on Avery, met with Leo to go over the roofing project on treatment building	2	71.00	142.00
09/22/2025	Utility Worker - Met with board and talk about roof	0.50	66.00	33.00

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	repairs			
09/22/2025	Mileage	16	0.70	11.20
09/23/2025	Operator 1 - Look for shutoff at 11735 NE Beverly Beach, Respond to Leak on 11635 coos st	1.25	71.00	88.75
09/24/2025	Construction Manager - Assist in service line repair, locating missing water services, and backfilling hole in road	3.25	125.00	406.25
09/24/2025	Operator 1 - found shut-off for 11635 Coos St, Locate Shutoff for 11735 Beverly Beach Dr,	2.25	71.00	159.75
09/24/2025	Utility Worker (1st) - repair leak and prep sample station	11.75	66.00	775.50
09/24/2025	Utility Worker (2nd) - Help with leak on Avery. Search for two meters. Landscape to try and find meter	3.50	66.00	231.00
09/24/2025	Service Truck	11.75	25.00	293.75
09/24/2025	Vac Trailer	8	60.00	480.00
09/24/2025	Mileage	23	0.70	16.10
09/27/2025	Operator 1 - Mark Locate near 11580 Beverly Dr	0.50	71.00	35.50
09/30/2025	Administration - CCR Completion & Submission	0.25	91.00	22.75
	Service Fee - 20%	0.20	4,966.20	993.24
				Subtotal: 5,959.44
	Reimbursable Expenses:			
	Chlorine (gallon)	3	3.75	11.25
	Soda Ash (lbs)	50	0.28	14.00
	Service Fee - 20%	0.20	25.25	5.05
				Subtotal: 30.30

BALANCE DUE

**\$11,449.74**