

Beverly Beach Water District Minutes
Board of Commissioners Special Budget Meeting
January 22, 2026, at 6:00 p.m.
Beverly Beach Water District Office

References to BBWD Special Meeting January 22, 2026 Documents as posted to website

Call to Order 6:05 pm

Present are Kristen Milligan, Kendra Holloway, Roger Rees, Marilyne Coblentz and Leon Nelson
Roger Rees presiding

Roger presented financials to date

A new resolution to the budget is needed if it exceeds 15%
Probably best to wait for new numbers before new resolution

\$38k grant for Civil West to develop plan for redundant pipe line

Civil West estimates cost of \$28k for plan
Question: what to do with left over funds?

NW Natural provided a cost estimate to create a Water System Master Plan

Seismic Risk Assessment and Mitigation Plan only needs to be done for the plant
the water tower has been done previously

6:16 pm: Discussion concerning bank accounts

6:21 pm: Kristen will send out documents concerning AWSE grant

6:30 pm: Roger will connect with Tim concerning account names and purposes
Account descriptions, Why do they exist, what are they for, can they be closed
out, renamed?

Deferred Maintenance Budget needed, plan for aging off equipment
equipment needs to be identified for lifespan, replacement costs, criticality, etc.

Civil West can supply us with a list of equipment used in the plant
it will need to be put in spread sheet form

Roger, NW Natural as well as volunteer scan be used as data gatherers

Motion 6:38 pm: Approve data collection participants and bring proposed reserve fund
strategy for review into the March Board meeting
Kendra moved, Leon second, approved by Kristen, Roger, and Marilyne. No dissenters.

Avenues for more revenue need to be determined

6:53 pm: Natural Hazards Plan must be addressed

Kendra mentioned that the maintenance of the fire hydrants may take up all our
reserves (and then some?) therefore more than one estimate may be needed?

SIPP form needs to be have a few more numbers filled in to finish
needs maps and may want optional GIS files
some discrepancies and corrections needed. Can be deferred for a year?

Motion 7:02 pm: submit SIPP application as is, NWN may be needed to help complete the form
the BBWD will provide any additional funding required for the master plan
Roger moved, Kendra second, approved by Kristen, Leon, and Marilyne. No dissenters.

Motion 7:02: Roger to be given signature approval for all related SIPP documentation
Kendra moved, Leon second, approved by Kristen, Roger, and Marilyne. No dissenters.

The plant is running with a temporary pump in a bypass configuration
2 new pumps are on order.

Motion 7:13: all Bank account accesses need to be transferred from Kristen to Roger
Kendra moved, Leon second, approved by Kristen, Roger, and Marilyne. No dissenters.

7:20 pm: Kendra will assume role of President for the interim until we can appoint one

Adjourn 7:23 pm
Kendra moved, Leon second, approved by Kristen, Roger, and Marilyne. No dissenters.

Respectfully submitted,

Leon Nelson