

**Beverly Beach Water District Minutes
Board of Commissioners Meeting
March 11, 2026, at 6:00 p.m.
Beverly Beach Water District Office**

6:01 pm: Welcome, Review; Call to Order

The meeting was called to order by President Pro Temp Kendra Holloway.
In attendance were, Kendra Holloway, Roger Rees, Marilyn Coblenz, Leon Nelson
and Julie Wehling. Curtis from NWN was attending via phone.

Motion: accept February 11th minutes and current agenda.

Marilyn moved, Kendra second and approved by Roger, Julie and Leon. No dissenters.

6:05 pm: Water Plant/Distribution System Report

NWN overview given by Curtis

Pump impellers will ship on Monday and will be installed by end of the week
motors are being repaired (\$300 per motor to install impellers?)

New requirement for PFA's to be on water report, testing will be done out of state
and will therefore take longer to complete

Alvarez isolation valve and meter box have been installed

6:15 pm: Interim President's Report

Nothing relevant to report.

6:22 pm: Old Business

Motion: Approve Emergency Operations Plan Draft update

Julie moved, Roger second, approved by Kendra, Marilyn and Leon. No dissenters

Discussed bank account updates and new signature cards

"Dial My Calls" set up completed

Roger to be contact for emergencies

who will then contact Marina who will then contact the board

home owners need to be notified and it the owners responsibility to notify renters

Marilyn presented more information concerning internet and email providers

choices are Spectrum and/or CenturyLink (Starlink appeared to be too expensive)

will investigate costs

6:33 pm: New Business

Accountant change? Decided to keep Marina as accountant

Special meeting needed with Civil West to discuss project to add secondary line
and replacement for Tim Gross (Kendra to follow up)

Julie presented documents with information concerning SDC's

refer to documents submitted by Julie containing allowable and prohibited

uses of SDC funds as well as some common compliance mistakes and

proper accounting and reporting of same

Motion: approval/authorization for Julie to talk with Tanya and to investigate grants
for broken pumps

Kendra moved, Roger second, approved by Julie, Marilyn and Leon. No dissenters

6:45 pm: Treasurer's Report

Reference Treasurer's report by Roger for March 11, 2026.

Motion: approval of bills for \$14,167.69 and NW Natural's \$16,165.89

Roger moved, Kendra second approved by Julie, Marilyn and Leon, no dissenters

Budget Resolution proposal is being developed by Roger
Kendra and Roger will investigate Bond Account for \$177K ?
71% over budget due to repairs
Marina's aging report show that Tracy needs a payment schedule and
a shut off notice needs to be posted/sent to Allen Roberts

7:16 pm: Community Engagement

Committees:

Emergency Preparedness: notes from March 5th reviewed and decided to go forward
Operation and Maintenance: being handled by Roger Rees and Allen Milligan
meeting with Curtis and determined that Roger would be the contact person

Continuing Business and Future Projects

Hydrants still in progress
Updating district policies, rules and regulations still in progress
Rate study discussed
Welcome packet discussed
Internal file sharing provider still in discussion

Upcoming meetings:

Next meeting will be on April 8, 2026. Budget Draft to be reviewed.

Adjourn 7:41 pm

Motion: to adjourn

Kendra moved, Julie second, approved by Marilynne, Roger and Leon. No dissenters.

Respectfully submitted,

Leon Nelson