



AGENDA

Lake Oswego/Tigard Water Supply Partnership

Partnership Committee

*Monday August 4, 2025 4:30 p.m.
Lake Oswego Public Works
17601 Pilkington Rd, Lake Oswego*

1. **Call to Order/Roll Call**
2. **Approval of Minutes** of meeting held April 21, 2025.
3. **Public Comment**
(for items not on the agenda, a time limit of 3 minutes per person shall apply)
4. **Committee Business**
 - 4.1 Conservation presentation (Jason Hoye)
 - 4.2 Water quality presentation (Jennifer Joe)
 - 4.3 Operations/activities report (Dave Trotter)
 - 4.4 Budget report (Dave Trotter)
5. **Future Agenda Items**
 - **Open for suggestions**
6. **Adjourn**

Next meeting: October 20, 2025 4:30 p.m. at Tigard Public Works, 8777 Burnham St, Tigard.



**Lake Oswego Tigard Water Partnership
Summary of Partnership Committee Meeting
April 21, 2025**

City of Lake Oswego: **Oversight Committee:** Councilor Afghan, Councilor Wendland
Staff: Erica Rooney, Public Works Director/City Engineer; Dave Trotter,
Water Treatment Plant Manager; Susie Anderson, Administrative
Assistant

City of Tigard: **Oversight Committee:** Councilor Hu, Councilor Robbins
Staff: Brian Rager, Public Works Director

1. CALL TO ORDER/ROLL CALL

Councilor Hu called the meeting of the Lake Oswego Tigard Water Partnership Committee to order at 4:32 pm. The meeting was held at Tigard Public Works, 8777 SW Burnham St., Tigard OR 97223.

2. APPROVAL OF MINUTES

Councilor Hu suggested moving approval of the minutes after committee business.

3. PUBLIC COMMENT

None.

4. COMMITTEE BUSINESS

4.1 Operations/Activities Report

Mr. Trotter reported Lake Oswego had one water quality call in the first quarter and Tigard had none. Water production was on track with annual averages. With the warm spring he anticipated production would increase earlier than usual. Regarding staffing, Instrumentation Tech, Chris Warren, had been promoted to Assistant Plant Manager. Active recruitments for instrumentation technician and maintenance technician were underway. **Councilor Wendland** asked if it was difficult to find people to fill the positions. **Mr. Trotter** responded the technician positions were easier to fill than the operator positions because they weren't as specialized. People from other industries could qualify. He stated the culture at the plant was currently very good so it would be important to find people that would be a good fit but there seemed to be a good pool of applicants.

Mr. Trotter reported the 2025 Risk and Resilience Assessment for the WTP had been completed and certified. It's a required and regulated task due every five years. The exercise mostly updates risks and the matrices associated with that and addresses any new vulnerabilities or threats. Following that the Emergency Response Plan would be updated and content reviewed to make sure it's still relevant.

Other small projects around the plant included an HVAC upgrade in one of the buildings, replacing a leaking polymer tank, instrumentation, and seasonal maintenance activities like cleaning out the filters and basin.

Mr. Trotter stated the backup power project was at substantial completion at the river intake and equipment had arrived at the treatment plant and was being installed and tested. He anticipated that portion of the project would be at substantial completion sometime in July. **Councilor Afghan** asked about the definition of resiliency assessment, was it continuity or something else? **Mr. Trotter** replied it was part of the AWIA water infrastructure legislation that was passed. **Ms. Rooney** added the title is specific to a certain format that has to be produced to meet certification standards. It addresses the ability to manage risk and respond. She explained there was a formula that determined resiliency rate and the LOT rate was very high. **Mr. Trotter** stated the resiliency handbook put out by the EPA was called the J100 if anyone were interested.

4.2 Budget Report

Ms. Rooney reported the Lake Oswego Budget Committee had begun meeting and would start reviewing the details of the proposed budget later that week, April 23. She explained the Lake Oswego Tigard Water Partnership was one component of Lake Oswego's overall water utility budget. Historically, an overview of the Partnership budget had been shared with the Partnership Committee after it goes before the Lake Oswego Budget Committee. If any issues or questions come out of the Partnership review of the budget those could be shared. **Mr. Trotter** handed out a budget report that outlined the past two years' expenditures and the projected budget. He noted there were no major changes and most increases were driven by inflation and utility and vendor rate increases. PGE had not yet provided projected rate increase for 2026 so that was an unknown for a large portion of the budget. **Ms. Rooney** noted CIP projects were the main contributor to budget fluctuations. She added the City participated in a program with PGE where rebates were received for using less power during peak times. **Mr. Trotter** stated it was an easy program to comply with and the reward was significant for little effort so it's a program that was prioritized. **Councilor Robbins** asked why there was a 5% decrease forecasted for FY 26-27 when the previous three years had experienced increases. **Mr. Trotter** responded in FY 25/26 there was an extra \$100K budgeted for a study for onsite generation. Currently 12.5% bleach is fed into the treatment process for disinfection. Onsite generation hydrolyzes and electrolyzes bulk salt and creates a lower strength solution but the total costs are less. Salt can be sourced from any number of vendors while there is only one source in the region for the product currently used. This was identified in the Risk and Resilience Assessment as a vulnerability. The study will help determine if onsite generation would be a feasible option. **Ms. Rooney** stated if the study determined onsite generation was feasible the cost of installing the equipment would be budgeted in the CIP in the next biennium, FY 27-29. **Councilor Wendland** asked why there was such a variation of budget to actual for consumables. **Mr. Trotter** replied PGE had different tiers for time of day pricing that could be taken advantage of so were able to save a lot operationally over the past year and a half but there wasn't confidence that could continually be achieved. The electricity budget was kept flat for the next two years because by taking advantage of time of day pricing we were able to stay under budget. Additionally, the water coming out of the river had been remarkably clean during seasons that were usually problematic which translates to less chemical being used. **Councilor Hu** asked if there been discussion or study about battery storage for power. **Mr. Trotter** stated there were a lot of options considered for backup power. Solar was considered but wouldn't provide enough power. He wasn't sure what the return on investment would be for battery technology but the savings being achieved were by running harder/more at night.

2.0 APPROVAL OF MINUTES

Councilor Hu opened the floor for discussion. **Councilor Robbins** stated the minutes she had seen for this committee were much more detailed than minutes she had seen for other public meetings. She opined usually it's a legal document, a record or basic summary of what was discussed and decisions made. These minutes are almost a transcript of discussion and she didn't think any of that needed to be included. She suggested it would also save staff time. **Councilor Wendland** stated that would be a break in the tradition of Lake Oswego, minutes of all meetings are conversational and the community expected that. He added council minutes were quite detailed. **Councilor Robbins** stated Tigard's minutes were now a recording. **Councilor Wendland** agreed from a business standpoint condensed notes may be good but the practice in Lake Oswego for council and boards and commissions had been extensive recording of the meetings. **Councilor Robbins** stated she had received advice from someone on another board that it could be a legal liability to include detail and should be very basic without the back and forth of the discussion. **Councilor Wendland** asked if that were for a private or public organization. **Councilor Robbins** replied it was a non-profit organization and they provided a list of sources stating why minutes should be formatted in a less detailed way. **Councilor Afghan** stated he would support that as long as the full recording were also available to the public. **Councilor Hu** asked how long recordings were kept on file. **Ms. Anderson** replied she wasn't sure of the retention schedule but no recordings had been deleted over the many years she'd been supporting the committee. **Councilor Robbins** suggested posting the digital recordings to the website should be fairly easy. **Ms. Anderson** agreed. **Councilor Hu** asked if that would be a good compromise for the group. **Councilor Wendland** stated he would like to postpone any decision until the next meeting so he could discuss with the City Attorney and City Manager. He acknowledged he had sat on non-profit boards and generally they have more condensed minutes but there's a legal aspect and political aspect here. **Councilor Hu** entertained a motion to approve the minutes from January 27, 2025. **Councilor Wendland** motioned, **Councilor Robbins** seconded. Motion passed unanimously.

5.0 FUTURE AGENDA ITEMS

Councilor Wendland expressed appreciation for how well things operate which, in turn, make the meetings straight forward. He said it was a reflection of how well the Partnership was run. **Councilor Afghan** asked what other topics the committee should be considering. **Councilor Robbins** suggested a lesson or update about water supply, snow pack, and drought potential so they have the information to share with citizens. **Ms. Rooney** suggested a high-level overview of the Water Management and Conservation Plan would be appropriate, as well as a current snow pack report. Reports were received through the winter but also in to the spring and summer as snow pack melts off. Resources for monitoring river level and trends could also be shared. **Ms. Rooney** stated the most critical time regarding river levels was generally a two-week window in September. **Mr. Trotter** added it wasn't a supply issue but rather a PR perspective, technically in curtailment but only for things like washing city vehicles and park irrigation. He had received a drought report that day that stated we were out of drought status for the first time in several years. **Councilor Robbins** requested he forward that report to her. **Ms. Rooney** added the annual water quality report from both cities could be shared at the next meeting, as well.

6.0 ADJOURN

There being no further business, Councilor Hu adjourned the meeting at 5:12 pm.

Respectfully Submitted,

Susie Anderson
Administrative Assistant

Approved by the Partnership Committee:

DRAFT



Water Conservation

Jason Hoye
jhoye@lakeoswego.city



Water Management and Conservation Plan

Drafted 2019, Final Approval 2024, Effective until 1/29/29

28 Benchmarks for implementation and/or continuation of water conservation activities in the areas of:

- Water Audit
- Meter Testing and Maintenance Program
- Water Loss Analysis
- Public Education
- Technical and Financial Assistance Programs
- Retrofitting/Replacement of existing inefficient water using fixtures
- Rate Structure
- Water reuse, recycling, and non-potable water opportunities



Final Draft

Water Management and Conservation Plan

Prepared for

City of Lake Oswego and
City of Tigard

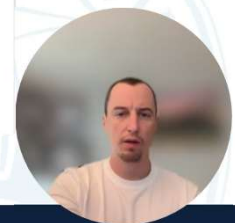
July 2019



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Regional Partnerships

- Regional Water Providers Consortium
- Clackamas River Water Providers
- EPA WaterSense Partner



Messaging and Education

- City-wide publications Hello LO, The LO Down, City website, and social media messaging
- Farmer's Market, Sustainability and Resource Fair
- Regional educational events: Children's Clean Water Festival, Children's Celebrating Water Event

New Smart Water Meter Program offers Water Savings for Customers

Over the last few years, we have been enabling customers to...



MARCH 17-23 IS FIX A LEAK WEEK
Finding and fixing leaks at home is a quick and easy way to save water and money. Household leaks waste more than one trillion gallons of water nationwide each year from visible faucet drips to silent toilet leaks. Get in the habit of checking your whole house for leaks at least twice a year. If you already check your smoke and carbon monoxide detectors twice annually, add this to your list in 20 minutes you can do your part to help save water at home.

If we all do our part to use water wisely, we can make a big difference together. We can make a big difference together. We can make a big difference together. We can make a big difference together.

CELEBRATE DRINKING WATER WEEK!
Taking place May 4 - 10 this year, Drinking Water Week recognizes the vital role water plays in everyday life for both water professionals and the consumers they serve. Water providers across the region - including our Lake Oswego Public Works Department - maintain infrastructure, and work 24 hours a day every day of the year to make sure your water is always there when you need it.

WATER USE ASSESSMENT REBATE PROGRAM (IRRIGATION MONTH)
Warm weather means more water use across the region. Everyone can do their part to use water wisely. To celebrate Smart Irrigation Month in July, we are offering our annual Water Use Assessment Rebate Program to help customers identify water use and improve efficiency of their irrigation systems. The program offers up to \$200 for an irrigation system inspection done by a certified contractor during the dry summer months. All the details can be found at www.lakeoswego.org/consumers. Customers who want a jump start on their Sprinkler Spruce-Up can also follow these steps from EPA WaterSense:

- Inspect for breaks and leaks
- Connect sprinklers, pipes, and valves
- Direct sprinklers for best water coverage
- Select a WaterSense labeled Smart Controller

If you don't have an irrigation system, you can still find ways to save water at home or discuss your water use practices by contacting our Water Conservation Specialist through the link above or at 503-675-5747.



WATER WISELY: USE THE WEEKLY WATERING NUMBER
Having a beautiful landscape and saving water can be a contradiction - you can have both, and it's easier than you think. You can water efficiently outdoors with these tips:

1. Measure how much water you're using: It's long taken your sprinkler/hose to water your lawn efficiently all summer long!

WATER WISELY: USE THE WEEKLY WATERING NUMBER
It's time to start watering your lawn and start watering your lawn. It's time to start watering your lawn and start watering your lawn. It's time to start watering your lawn and start watering your lawn.



Rebate Programs and free water-efficient items

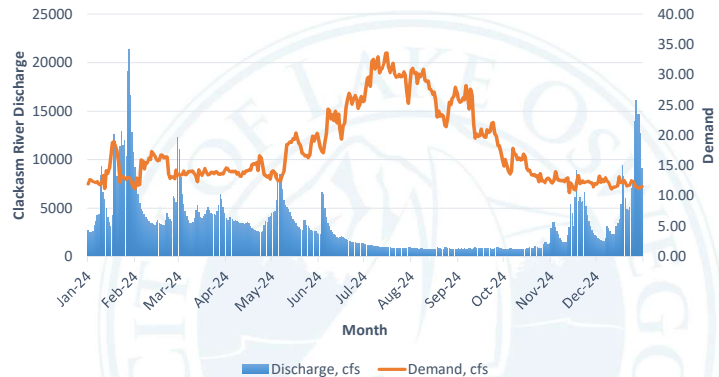
- Water Conservation Kits
- High Efficiency Toilet Rebate
- Water Use Assessment Rebate



Seasonal Water Supply and Curtailment

- Clackamas River conditions
 - WMCP calls for curtailment based on river flows.
 - June 1 - September 15: 650cfs
 - September 16- May 31: 800cfs
- Curtailment implementation and exit plans
- Other – demand forecasting with WTP data

Clackamas River Discharge and WTP Demand



Water Loss Control and Planning

- AWWA M36 Annual Water Audit
 - LO: 2021: 16% 2023: 17% 2024: 14%
 - Tigard: 2019:7% 2020:7% 2021:7% 2022:6% 2023:9%
- Expanding and documenting water loss program to improve internal water efficiency
 - Audit data improved from score of 55 to 74 giving clearer direction on water loss focus
 - Leak detection programs for operations



Volume From Own Sources (corrected for known errors)	System Input Volume	Water Exported (corrected for known errors)	Billed Water Exported			Revenue Water
		Authorized Consumption	Billed Authorized Consumption	Billed Metered Consumption		Revenue Water
			Unbilled Authorized Consumption	Unbilled Metered Consumption	Unbilled Unmetered Consumption	
		Water Supplied	Apparent Losses	Customer Metering Inaccuracies	Unauthorized Consumption	Non-Revenue Water
Water Losses	Real Losses		Systematic Data Handling Errors			
		Leakage on Transmission and Distribution Mains	Leakage and Overflows at Utility's Storage Tanks			
Water Imported (corrected for known errors)			Leakage on Service Connections up to the Point of Customer Metering			

AWWA Water Balance



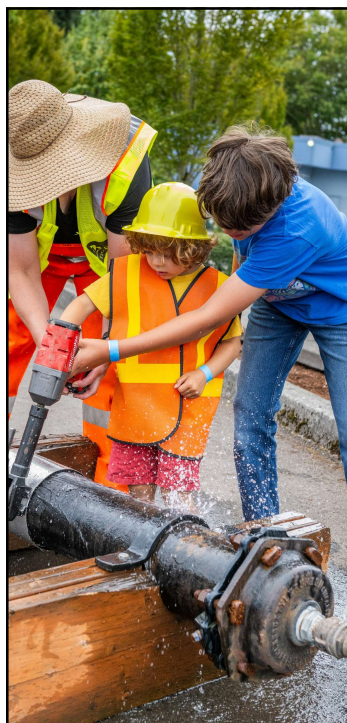
Water Conservation

Jason Hoyer
 jhoyer@lakeoswego.city





HOW DO WE DETERMINE “GOOD” WATER QUALITY



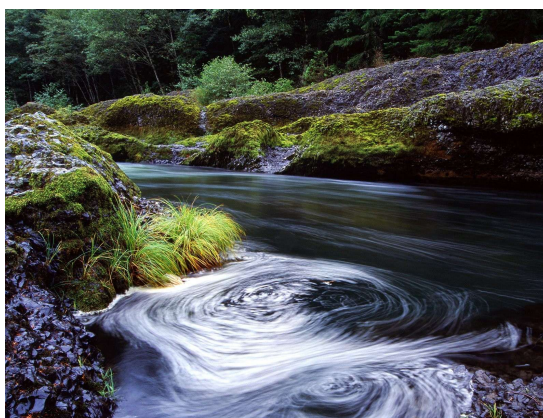
TESTING... TESTING... TESTING

- **Microbiological** - Monthly
 - Total Coliform/E. Coli
- **Disinfection Byproducts** - Quarterly
- **Lead and Copper** – Every six months unless on reduced monitoring
 - Reduced monitoring – Every three years
- **Aquifer Storage & Recovery Well (ASR) Program** - Various
 - Arsenic, inorganic compounds, nitrate, nitrite, radionuclides, synthetic organic compounds, volatile organic compounds
- **Unregulated Contaminant Monitoring Rule (UCMR)** – Every few years determined by EPA

EMERGING CONTAMINANTS

EMERGING CONTAMINANTS

- PFAS/PFOA
- Microplastics
- Pharmaceuticals



CUSTOMER COMPLAINTS

COMMON CUSTOMER COMPLAINTS

- Taste and odor
- Discoloration
 - Sedimentation or air

UNCOMMON CUSTOMER COMPLAINTS

- Water tastes like garlic
- Needs three hours to boil potatoes (it was the water's fault)
- Discolored (green, purple, red)
- Snails came from her water



THANK YOU

Jennifer Joe
503-718-2599
jennifer@tigard-or.gov





4.3 Lake Oswego-Tigard Operations Report 4 August, 2025

Customer Inquiries:

Customer Inquiries: There were 0 water quality calls reported for Lake Oswego or Tigard in April, May, and June.

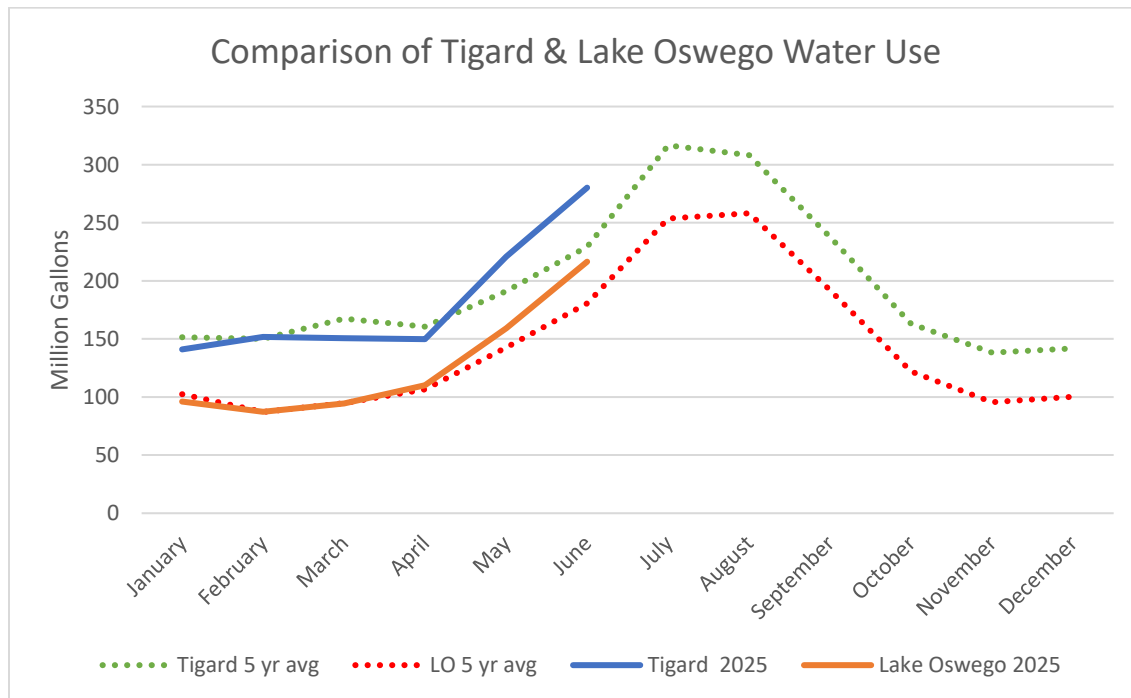
**Quarterly Water Quality Report
April – June 2025**

	Taste and Odor
Lake Oswego	0
Tigard	0

Lake Oswego – none reported

Tigard – none reported

Water Production:



Staffing: Fully staffed!

- Josh Jacobson hired as Instrumentation Technician
- Shaun McGhean hired as Maintenance Technician

Plant activities:

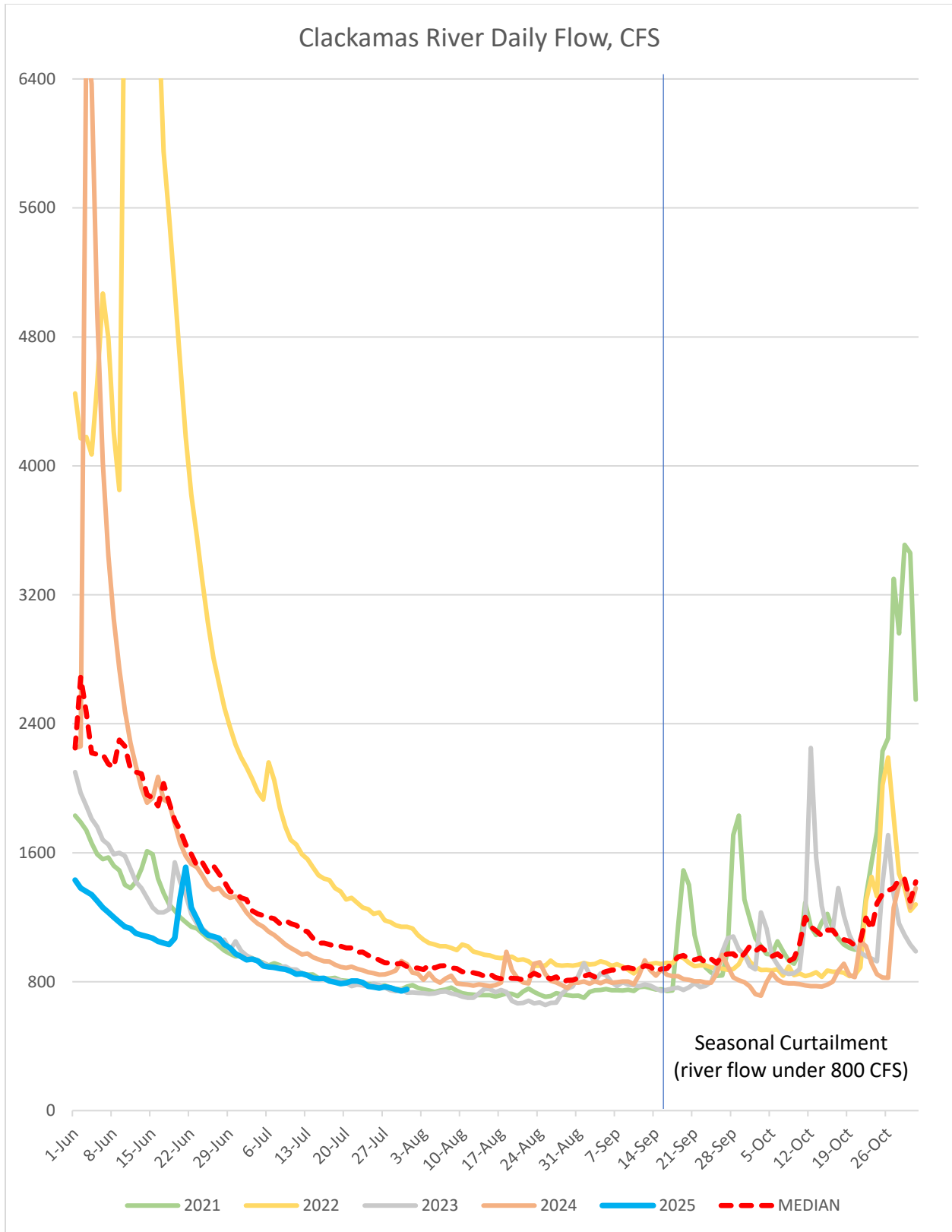
- Working with consultant on 2025 update to the Emergency Response Plan
- Failing polymer tank replaced
- Several other small projects: Building 18 HVAC upgrade, filter water quality instrument installations, filter cleanings
- Backup power: Final documents to be delivered this month, final invoicing to follow
- Onsite generation study has started; completion by April 2026

Budget activity:

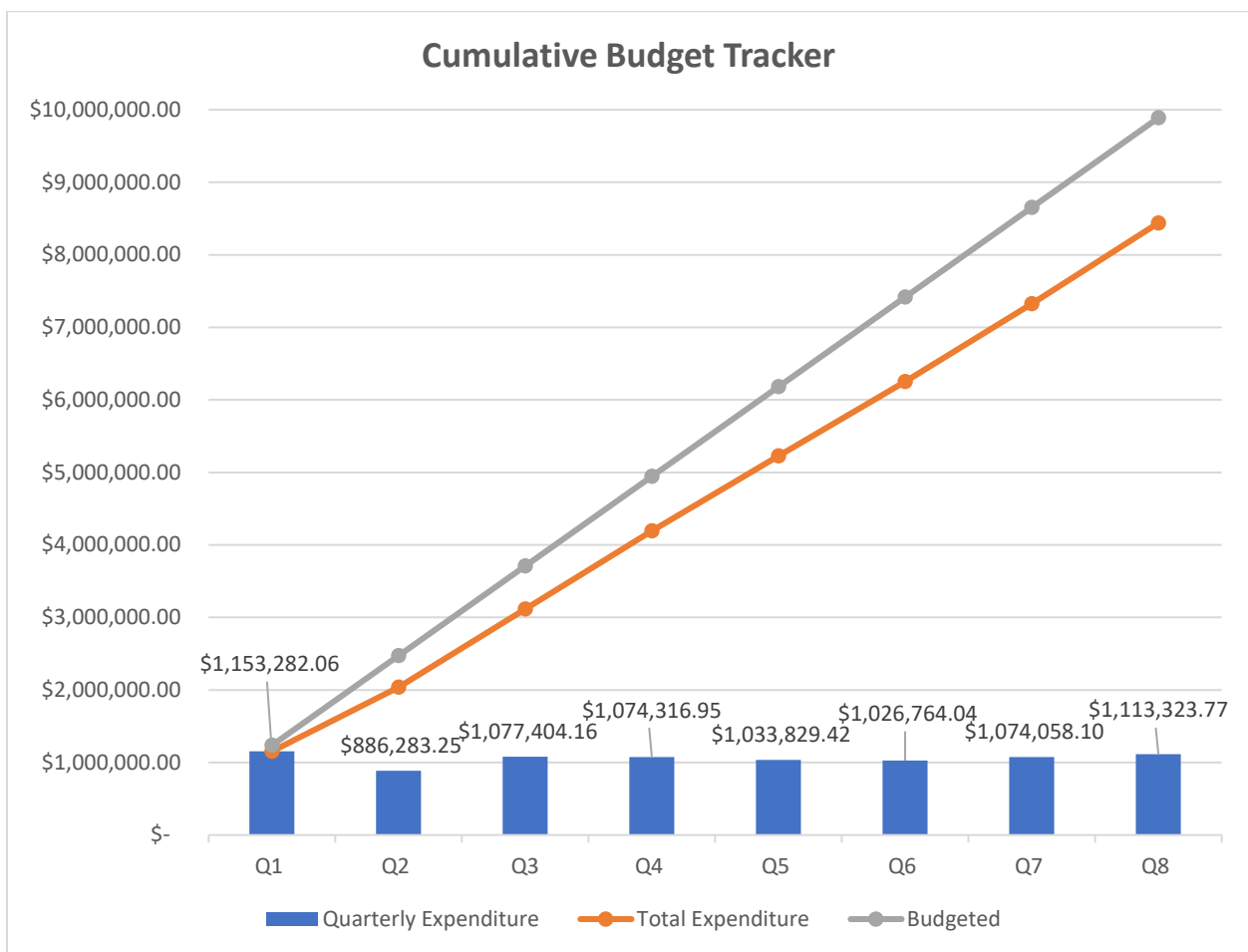
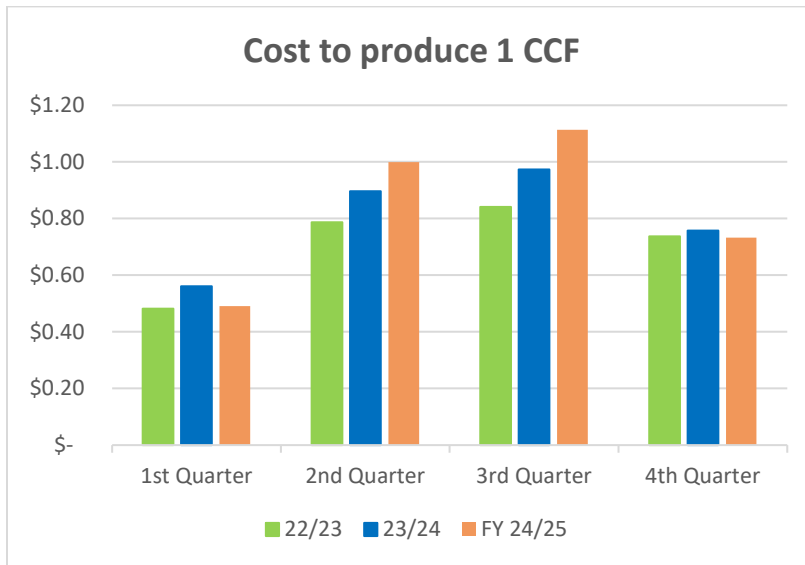
- Budget was approved

Water supply update:

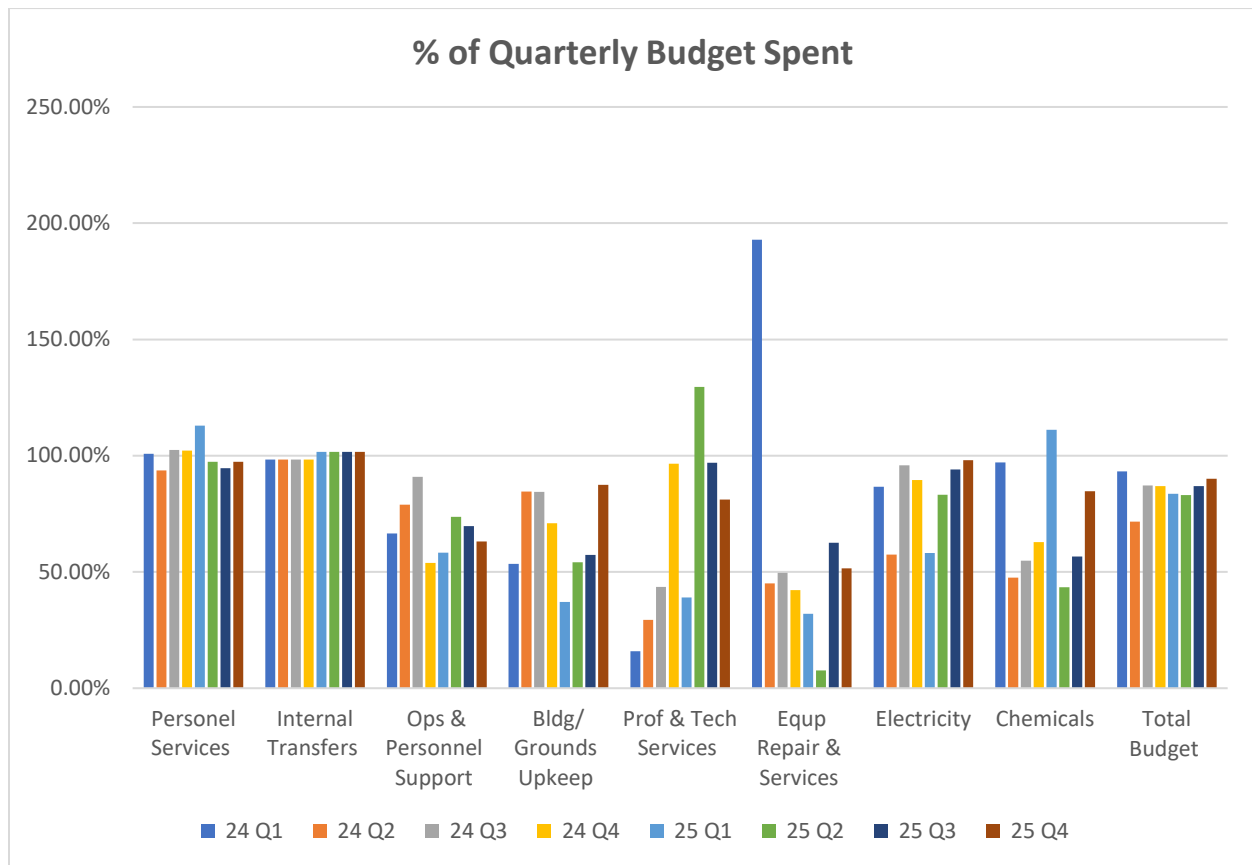
- Dry spring, river levels trending low for this time of year despite healthy winter snowpack
- Some signs of continued cyclical annual patterns, although the effects of climate change overall will likely change some of those patterns over time



Budget Report FY 25 Q3



Total Biennial Budget: \$9,794,000. Total spent: \$8,439,262.



Examples of budget categories

- Personnel Services: staff wages and benefits
- Internal Transfers: HR, IT, Legal, Motor Pool, Beautification support provided by City of Lake Oswego
- Ops & Personnel Support: solids hauling, safety equipment, training
- Bldg./Grounds Maintenance & Repairs: landscaping, HVAC
- Prof & Tech, Contracted Services: studies, permits, Right-of-Way fees, certification fees
- Equipment Repair & Service: diagnosis, maintenance, repair, and replacement of equipment
- Electricity:
- Water Treatment Chemicals: aluminum sulfate, sodium hypochlorite, sodium hydroxide, polyaluminum chloride, liquid oxygen, various polymers