

**Lake Grove Water District
Minutes of Regular Board Meeting
December 15, 2025**

The meeting of the Lake Grove Water District Board of Commissioners was called to order at 6:00 p.m. at the Home Building Association, 15555 Bangy Rd. Lake Oswego, OR 97035 and chaired by Dan Taylor. Present in person: Tammy Schalk, Bruce Goldson, Paul Howard, Edward Hodges, Larry Kitchen, Virgil Pearce, Steve Koper, and JD Pavek.

1. **PUBLIC COMMENT:** None.
2. **AGENDA APPROVAL:** Larry Kitchen made a motion to approve the agenda. JD Pavek seconded the motion. A vote was called. In favor: All.
3. **CONSENT AGENDA:** Larry Kitchen made a motion to approve November 17, 2025, Board meeting minutes. JD Pavek seconded the motion. A vote was called. In favor: All. Larry Kitchen made a motion to approve the November 2025 financials. JD Pavek seconded the motion. A vote was called. In favor: All. Larry Kitchen made a motion to approve the November 2025 accounts payable. JD Pavek seconded the motion. A vote was called. In favor: All.

4. **OLD BUSINESS:** City of Lake Oswego contract updates:
A meeting with the City of Lake Oswego was held on December 2, 2025.
LGWD provided Lake Oswego with the answers to questions that were submitted on October 9, 2025. Lake Oswego will be consulting back with the FCS group to review the water rates again. Another follow up meeting will be held in January 2026. A backflow unit was discussed for the connection on Carman Dr. and Davis, and confirmation of the meter size needs to be determined.
A survey will be scheduled to determine how the back flow unit will be installed. An RFP will need to be in place to get the work completed. This project will be on hold until further notice.
The “water quality blending” analysis is work in progress by Ed Hodges of Curran-McLeod, Inc.

5. **DEPARTMENTS:**

COMMISSIONERS: None

HILAND WATER: Paul Howard states that the District is doing fine. Bad meters are currently being replaced.

OFFICE: District manager reminded everyone that the next Board meeting will be on Tuesday, January 20, 2026. The SDAO conference is on February 5-8, 2025. Hotel reservation confirmations were emailed to all Board members.

6. **ENGINEER:** Current updates on the following projects:

Sunset Commons – (16607 Boones Ferry– residential/commercial) There is no change. The review comments came back from the city of Lake Oswego. LGWD cannot address the review until the lighting and landscaping issues are resolved.

5342 Bonita – This requires a one-inch meter service. There is no schedule for this yet.

6122 Carman Drive – (Pole Barn House) The meter is sized. There is a tentative schedule for new service at the beginning of 2026.

16085 Inverurie Road (Woodlands Estates) – This is a 4-lot subdivision. It is approved and released for construction. A preconstruction meeting is pending.

Hacienda Low Income Housing – The redesign is in progress. (Ed Hodges is the lead for LGWD).

16158 Parker Road- Unable to terminate old service due to existing high ground water conditions.

16284 Bonaire Ave – The meter is size at 1 inch. No Schedule yet.

15985 Lake Forest Blvd. – LGWD needs the contact information for meter and SDC’s determined.

5284 West Sunset – The meter is sized and the new service is scheduled for December 12th.

16650 Boones Ferry LU 25-0036 – Incomplete has been received.

7. EXECUTIVE SESSION:

6:30 pm – Recess the regular meeting and convene executive session under “ORS 192.660(2) (i) to review and evaluate the employment related performance of the chief executive officer of any public officer, employee or staff member who does not request and open hearing.

The executive session was adjourned at 6:44 pm and the regular meeting resumed at that time.

Larry Kitchen made a motion to update the wage and salary policy to the most recent analysis that was done by HR Answers. Dan Taylor seconded the motion. A vote was called. In favor: All.

Larry Kitchen made a motion to increase the District Manager’s salary by 6.5% retroactive to July 1, 2025. Virgil Pearce seconded the motion. A vote was called. In favor: All.

Larry Kitchen made a motion to increase the Finance Specialist wages by 6.5% effective January 1, 2026, and when the performance review will be given in January 2026. Virgil Pearce seconded the motion. A vote was called. In favor: All.

MEETING ADJOURNED: 6:46 pm



Commissioner, Chair Date 1/20/2026



Commissioner Date 1/20/26