

## Public Health Division

Center for Health Protection, Drinking Water Services

Tina Kotek, Governor



January 31, 2026

Craig Massie, PE ([craig.massie@jacobs.com](mailto:craig.massie@jacobs.com))

Jacobs

1100 NE Circle Blvd, Suite 300

Corvallis, OR 97330

Sent by email only

Re: Clay Street Floating Reservoir Cover ([PR#151-2022](#))

City of Dallas ([PWS ID#00248](#))

Final Approval

Dear Mr. Massie:

On October 31, 2025, we received your request for final approval and as-builts confirming that the above-named project was completed according to the plans submitted and conditions set forth in the April 17, 2023 conditional approval letter. On January 8, 2026, our office received confirmation from the city that the corner hatches had been secured.

This verification completes the plan review requirements. Final approval is issued at this time, and the reservoir cover is approved for use. If you have any questions, please feel free to call me at 971-200-0288.

Sincerely,

Evan Hofeld, Regional Engineer  
OHA-Drinking Water Services  
[Evan.e.hofeld@oha.oregon.gov](mailto:Evan.e.hofeld@oha.oregon.gov)

CC:

- Jake Dyer, City of Dallas: [JAKE.DYER@dallasor.gov](mailto:JAKE.DYER@dallasor.gov)

Enclosures:

- Project Description

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## Project description

On August 24, 2022, our office received a set of plans for floating covers for the Clay Street reservoirs. A plan review fee of \$3,300 was received on October 5, 2022. Revised plans were submitted on April 3, 2023. The project was assigned [plan review #151-2022](#) and a conditional approval was issued on April 17, 2023.

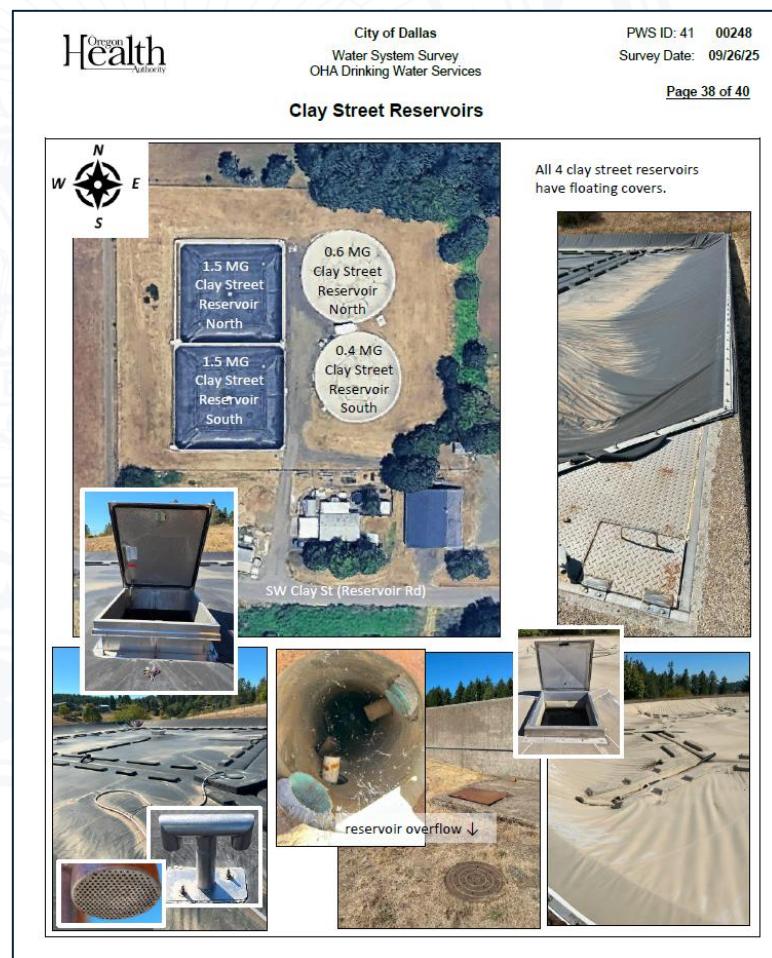
The project included the installation of a floating cover for the City's existing clay street reservoir as shown below. The existing reservoir cover was identified as a significant deficiency in the 2022 water system survey.

A water system survey was conducted on September 26, 2025, and identified unsecure corner hatches in the newly covered reservoir, which had not yet been granted final approval.



3)  Unsecure Clay Street square reservoirs, which have unlocked corner hatches and may have at least 1 electrical conduit opening which could allow rodents into the reservoir. Under [OAR 333-061-0076\(4\)\(e\)](#), an unlocked hatch is one of the following significant deficiencies for finished water storage listed in (e) below.

(e) Finished water storage:  
 (A) Hatch not locked;  
 (B) Roof and hatch not watertight;  
 (C) No flap-valve or equivalent over drain/overflow; and  
 (D) No screened vent.



A request for final plan approval was received on October 30, 2025 confirming the conditions in the [April 17, 2023 conditional approval letter](#) had been met. As-builts were received on October 31, 2025.

# CONTRACT DOCUMENTS

## FOR THE CONSTRUCTION OF THE

### CLAY STREET RECTANGULAR RESERVOIR COVER REPLACEMENT

### CITY OF DALLAS, OREGON

### DRAWINGS

MARCH 2023

**FUNDING SOURCE:**  
THIS PROJECT WAS FUNDED IN PART WITH A FINANCIAL AWARD FROM THE  
SPECIAL PUBLIC WORKS FUND, FUNDED BY THE OREGON STATE LOTTERY AND  
ADMINISTERED BY THE OREGON INFRASTRUCTURE FINANCE AUTHORITY.



**LOCATION MAP**



**VICINITY MAP**

**INDEX TO DRAWINGS**

SHEET	DRAWING	TITLE
001	001	GENERAL NOTES
002	002	CLAY STREET RESERVOIR COVER REPLACEMENT
003	003	PLANNING/DESIGNATION PLANS
004	004	CONTRACT DOCUMENTS
005	005	RESERVE DRAWINGS
006	006	RESERVE DRAWINGS
007	007	RESERVE DRAWINGS
008	008	RESERVE DRAWINGS
009	009	RESERVE DRAWINGS
010	010	RESERVE DRAWINGS
011	011	RESERVE DRAWINGS
012	012	RESERVE DRAWINGS
013	013	RESERVE DRAWINGS
014	014	RESERVE DRAWINGS
015	015	RESERVE DRAWINGS
016	016	RESERVE DRAWINGS
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A corrective action plan was received from the City on January 8, 2026, confirming that the hatches had been secured, and an unused conduit opening had been plugged. The photographs shown below were also received on January 8<sup>th</sup>.



**CITY OF DALLAS**  
OREGON  
Public Works Department

December 8th, 2025

Evan Hofeld, PE  
OHA Drinking Water Program  
PO BOX 14350  
Portland, OR 97293

Re: September 26th 2025 Water System Survey

City of Dallas Corrective Action Plan

Dear Mr. Hofeld

Thank you for coming out and spending the day with us and conducting our recent Water System Survey. Since receiving the report, we have spent some time working on the significant deficiencies as well as the list of other recommendations.

Significant Deficiencies:

1. **Not calibrating continuous turbidimeters quarterly using a primary formazin calibration standard.**

We ordered the 20 NTU standard kit for our turbidimeters and have started quarterly sampling per OAR 333-061-0036(S)(b)(A)(ii). We will continue quarterly sampling.

2. **No distribution system operator in direct responsible charge (DRC) certified at the appropriate level (WD-3)**

Like we discussed, the City was unaware that we had been moved from a WD-2 to a WD-3 system. I also mentioned to you that I have taken on a new role at the City of Dallas and we are currently recruiting for a new water supervisor. We changed the recruitment to require the new supervisor to hold a WD-3 certification to satisfy this new requirement. We have interviews on Monday the 15th and I hope to have a new water distribution supervisor that holds a WD-3 shortly after the first of the year.

3. **Unsecure Clay Street square reservoirs, which have unlocked corner hatches and may have at least 1 electrical conduit opening which could allow rodents into the reservoir.**

We are in the process of adding eye bolts to the hatches and adjacent stainless panels

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TDD 503-623-7355 - FAX 503-623-2339

mentioned in the survey that allows us to lock the hatches. We have also plugged the conduit entering the reservoir top. We are in the process of finishing all of the hatches (the material is thick stainless and is very time consuming to drill through) but anticipate being complete by the end of 2025. I will send photos of each hatch once complete.

I'm asking for a little time to finish satisfying the requirements of the significant deficiencies. We should have the hatch locks added and in place by 12/31/2025 and I'm hoping to have a new water supervisor and DRC with WD-3 certification by 1/31/2025.

Please let me know if you have any questions and thanks again for your help.

*Jake Dyer*  
Jake Dyer  
Assistant Public Works Director  
City of Dallas

