

1. 2:00 P.M. Agenda

Documents:

[2021-11-09 Public Works And Streets Agenda.pdf](#)

2. Meeting Materials

[2021-09-Financial-Report-Public-Works](#)

Documents:

[2021 October Public Works Department Report.pdf](#)

[Oct 2021 Water Report.pdf](#)

[PW CIP Report 10.2021.Pdf](#)

[Certification-Level-Requirements.pdf](#)

2.I. Add'l Document

Documents:

[Five Year Capital Improvement Plan Oct 2021.Pdf](#)



CITY OF YACHATS
PUBLIC WORKS & STREETS COMMISSION MEETING
Tuesday, November 9, 2021 at 2:00pm
Note: Meeting Conducted Using Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/89066794171>

Meeting ID: 890 6679 4171

One tap mobile

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(Tacoma)

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Meeting ID: 890 6679 4171

Find your local number: <https://us02web.zoom.us/u/kyUKe1N9W>

AGENDA

- I. Meeting called to order
- II. **Reports**
 - a. Public Works Report (Rick & Dave)
 - b. Finance Report (Don)
 - c. Emergency Preparedness Report (Bob)
- III. **Current Business**
 - a. CIP Projects 2021-2022 Status
 - b. CIP Projects identify & prioritize for budgeting for next 5 years
 - c. Status of Property adjacent to Water Treatment Plant
 - d. Desalinization Study
- IV. **New Business**
 - a. Projects for Commissioners to work on
- V. **Other Business**
 - a. From the Commission
 - b. From the Floor
 - c. Next Meeting Tuesday, December 14, 2021 at 2:00 P.M.

*******NOTICE OF POSSIBLE CITY COUNCIL QUORUM**

This meeting is open to the public and all interested persons are invited to attend. This meeting will be audio taped. All items to be considered by the Commission must be submitted to City Hall no later than one week prior to the meeting. Minutes of all public meetings are available for review on the City website at www.yachatsoregon.org. In accordance with ORS 192.630, City of Yachats will make a good faith effort to provide accommodations for any person desiring to attend a public meeting, if the request is made at least 48 hours in advance of the meeting time. The meeting room is physically accessible to persons with mobility devices; a sign language or foreign language interpreter may be available, with advance notice. Call City Hall at 541- 547-3565 or Oregon Relay 1- 800-735-2900 (TDD) two days in advance.
POSTED 11/05/21

Date: November 2, 2021
To: Katherine Guenther, Interim City Manager
From: Public Works Department
Re: October 2021 Public Works Report

Rain fall at Yachats Public Works:

	2021	2020	<u>Inches</u> 2019	2018
October	6.74	2.40	2.42	4.56
Rain year to date:	39.25	42.46	40.79	42.03

Total water production: **3,808,800 gallons** Water loss efficiency: 91%

Total water accounted for: **4,159,086 gallons**

Total wastewater treated: **5,092,000 gallons**

The following is a list of what was done by Public Works staff in October 2021.

Streets:

- Filled potholes on Shellmidden way.

Storm Drainage:

- No work on drainage.

Water Treatment Plant:

- Water systems operations.
- Reedy Creek service road opened up due to fallen tree.

Distribution Sys:

- Meter reading.
- Meter maintc.
- Water meters replaced.
- Service line repaired on W.2nd St.

Wastewater Treatment Plant:

- Wastewater systems operations.
- Plant maintc. & clean-up.
- Biosolids operations.
- Roof drainage at WWTP.
- Screw press waterline installed.

Collection Sys:

- Lift station inspections.
- Pump control issues at Main Lift Station. Repair in progress.

Public Works:

- Shop maintc. and clean up.
- Fleet maintc. & repair.
- Equipment maintc. and repair.
- Multiple locates.
- Brush box handling.
- PW administration.
- Tree limbs cut and removed from the Commons.

Parks & Trails:

- Piles picked up for Trails.

Wastewater CIP

- Pole Bldg.
Lights were installed.
Gutters are scheduled for February 2, 2022. \$1,800
- Sewer Crawler Camera delivered; crew had 10 hours of training.

Water Audit

Gallons of Water Produced	4/1/21	5/1/21	6/1/21	7/1/21	8/1/21	9/1/21	10/1/2021
Water Plant	4,476,300	3,339,800	4,765,800	5,166,000	5,597,000	4,481,700	3,808,800
Total	4,476,300	3,339,800	4,765,800	5,166,000	5,597,000	4,481,700	3,808,800
Gallons of Accounted for Water							
Reservoir Level Feet	29.8	19.1	21.8	28.1	29.3	28.2	28.4
Reservoir +/- Gallons 41,666 per Foot	312,495	445,826	112,498	262,495	49,999	45,832	8,333
Waterline Flushing Gallons	19,000	21,000	0	0	0	0	0
Gallons Sold	3,799,900	3,355,655	4,425,355	4,573,361	5,389,377	4,204,919	3,468,019
Total	4,131,395	2,930,829	4,537,853	4,835,856	5,439,855	4,159,086	3,476,352
Final Water Report							
Water Loss Efficiency	92%	88%	95%	93%	97%	92%	91%
Unaccounted Gallons per Month	344,905	408,971	227,947	330,144	157,145	322,614	332,448
Unaccounted Gallons per Minute	8	9.5	5.3	7.6	3.6	7.5	7.7

Nov. 2021

Public Works CIP Report

	Estimated Cost	20/21	21/22	Current Activity	Actual to Date	% of Budget	Planning	Execution	Closing	Comments
Water										
Water Master Plan	65,000	65,000	-	-	-	-	100%	100%	100%	OHA approved
Water Manage & Conservation Plan	35,000	30,000	5,000	-	-	-	100%	100%	100%	OHA approved
#1. Water Source Plan	30,000	30,000	-	-	-	-	100%	100%	100%	DEQ approved
#2. Water Source Plan	30,000	30,000	-	-	-	-	5%	0%	0%	GSI tasked to do study
South Tank Earthquake Valve	70,000	70,000	50,000	-	-	-	100%	0%	0%	Submitted grant
Backwash Recycle System	187,000	45,000	142,000	-	-	-	100%	0%	0%	Engineering Complete- waiting on EQV grant
Service Trucks	40,000		40,000				25%	0%	0%	truck prices come out the month -State allotment
Roll-up Doors for Shop Replacement	36,500		36,500				50%	0%	0%	Received new estimates
Slide Gate for fence Wastewater	7,500	-	7,500	-	-	-	15%	0%	0%	Request for electric install quotes
WTP Elec, Control Systems, Instrumentation & Other Upgrades	30,000	-	30,000	-	-	-	15%	0%	0%	SCADA improvements. Added PH tending
E. 2nd Street Waterline Prospect to Loma	155,000	-	14,000	-	-	-	10%	0%	0%	Beginning engineering waiting on Sewer review
Total	526,000	115,000	320,000	-	-	-				
Wastewater										
Wastewater Facilities & Sewer Lines Master Plan	90,000	90,000	30,000	-	-	-	100%	100%	80%	Council reviewing
Solids Pole Building to Cover Truck	80,000	80,000	20,000	-	-	-	100%	100%	95%	Finishing touches. Still needs gutters
Submersible Pump Electric Plugs	30,000	30,000	30,000	-	-	-	50%	0%	0%	Engineering
I&I Camera	95,000	-	95,000	-	-	-	100%	100%	99%	Camera arrived and had 2 days training
125kw Portable generator	45,000	-	45,000	-	-	-	10%	0%	0%	Searching
Tractor	60,000	-	60,000	-	-	-	0%	0%	0%	-
Roll-up Doors for Shop Replacement	66,000	-	66,000	-	-	-	50%	0%	0%	Received new estimates
Slide Gate for fence Wastewater	7,500	-	7,500	-	-	-	15%	0%	0%	Request for electric install quotes
E. 2nd Street Sewer Line Prospect to Loma	50,000	-	13,000	-	-	-	10%	100%	0%	Sewer inspection this month
Total before capitalized labor	523,500	200,000	366,500	-	-	-				
Streets										
Oceanview Drive	50,000	50,000	50,000	-	-	-	100%	50%	0%	County work compete
Gimlet Gates	30,000	-	30,000	-	-	-	10%	0%	0%	Request for electric install quotes

Nov. 2021

Public Works CIP Report

	Estimated Cost	20/21	21/22	Current Activity	Actual to Date	% of Budget	Planning	Execution	Closing	Comments
E 2nd Street (Prospect - Loma)	165,000	-	13,000	-	-	-	5%	0%	0%	Initial introduction to engineering
Total before capitalized labor	245,000	50,000	93,000	-	-	-				
Storm Water										
Storm Drain Build-Out	15,000	-	15,000	-	-	-	0%	0%	0%	-
Storm Drain - Gender Drive	35,000	-	35,000	-	-	-	5%	0%	0%	Initial introduction to engineering
Total before capitalized labor	50,000	-	50,000	-	-	-				
Emergency Preparedness										
Conex installation	20,000		20,000	-	-	-	10%	0%	0%	Asked Emergency preparedness for help
Parks & Commons										
Boardwalk	1,000,000?		50,000	-	-	-	10%	0%	0%	Begin engineering
Bike Racks							25%	0%	0%	Approved -waiting on funding
Park Plan							10%	0%	0%	Council Approved to start engineering
Concrete steps							5%	0%	0%	Concept drawing to commission

Street

Storm D

Use this information to help you determine what level of operator certification you should apply for.

Note: A high school diploma, or GED is required for all levels

Operator Type & Level	Experience & Post HS education		Operational Decision Making (ODM)
	Experience	Education	
Small Water System	none	6 hours of approved State training	None
Operator in Training (OIT)	3 months	HS/GED	None
WD/WT Level 1	12 months	None	None
	None	12-month certificate or Associates degree in Authority approved water & environmental technology program	None
WD/WT Level 2	36 months	None	None
	24 months	12 months	None
WD/WT Level 3	96 months	None	30 months
	60 months	12 months	30 months
	48 months	24 months	24 months
	36 months	36 months	18 months
WD/WT Level 4	120 months	None	36 months
	84 months	12 months	30 months
	72 months	24 months	30 months
	60 months	36 months	30 months
	48 months	48 months	24 months
Filtration Endorsement	Level 2 operator		One year at a conventional or direct filtration treatment plant

- One year of experience is equivalent to 12 months of full-time employment with 100% of the applicant’s time dedicated to activities directly related to the certification they are applying for. *(See rules regarding substitute experience.)*
- Operating experience earned at a water treatment plant or distribution system is considered qualifying experience for certification up to 1 classification level higher than that of the water system facility were the experience was earned.
- 45 quarter hours or 30 semester hours of professional continuing education can be substituted for 1 year of post high school education.
- Individual contractors must submit a signed contract by both parties to the DWS before work can begin to determine if it meets the DWS rules.
- **Small Water System** = Community or non-transient non-community having less than 150 connections using groundwater as its source or purchasing its water without adding any additional treatment
- **ODM** = Operational Decision Making
- **FE** = Filtration Endorsement (This requires an exam but no additional yearly certification fees.)

A full set of OARs can be found on the website bit.ly/drinkingwaterrules

FIVE YEAR CAPITAL IMPROVEMENT PLAN - October Supplement #1

Projects	Estimated Cost	Budget 21/22	Budget 22/23	Budget 23/24	Budget 24/25	Budget 25/26	
Library Projects							
Library Expansion	375,000	10,000	-	-	-	-	
Total	375,000	10,000	-	-	-	-	
LLCM Projects							
Local Engineering study	9,000	9,000	-	-	-	-	
Winter Hardening	12,000	12,000	-	-	-	-	
LLCM Rebuild	300,000	-	-	-	-	-	
	321,000	21,000	-	-	-	-	
City Hall Projects							
New gutters, fascia Boards	15,000	15,000	-	-	-	-	
Emergency containers	20,000	20,000	-	-	-	-	
	20,000	20,000	-	-	-	-	
Commons Projects							
Park Plan	60,000	60,000	-	-	-	-	50% from VA
Stairs - Off 101 to sidewalk	20,000	20,000	-	-	-	-	100% from VA
Bike racks	5,000	5,000	-	-	-	-	100% from VA
Gutters	50,000	30,000	-	-	-	-	
Landscape	20,000	20,000	-	-	-	-	
North Entrance	10,000	10,000	-	-	-	-	
	165,000	145,000	-	-	-	-	
Parks & Trails Projects							
Boardwalk Engineering	125,000	125,000	-	-	-	-	
Oceanview Dr Pocket Parks	29,000	29,000	-	-	-	-	
Boulders #2	4,500	4,500	-	-	-	-	
Boulders	9,500	9,500	-	-	-	-	
	168,000	168,000	-	-	-	-	
Water Projects							
Plans: Master/Conservation/Mgmt	65,000	5,000	-	-	-	-	
Backwash Recycle Lines	142,000	142,000	-	-	-	-	
SCADA Upgrade	60,000	30,000	-	-	-	-	
Shop Doors	45,000	41,500	-	-	-	-	
Vehicle Replacement	35,000	35,000	-	-	-	-	
Water Plant Upgrades	80,000	-	20,000	20,000	20,000	20,000	
3rd Street waterline	110,000	-	-	55,000	55,000	-	
Enclose Booster Stations	20,000	-	10,000	10,000	-	-	
Meter Replacement system wide	60,000	-	60,000	-	-	-	
Radar & 7th Waterline	275,500	-	-	275,500	-	-	
King Street Waterline	418,000	-	-	-	418,000	-	
Gender Waterlines	50,000	-	50,000	-	-	-	
Windy Way Waterlines	50,000	-	50,000	-	-	-	
2nd Steet - Prospect Waterline	250,000	14,000	100,000	136,000	-	-	
URD Looping	131,560	-	131,560	-	-	-	
Upgrade Line size - URD	131,560	-	131,560	-	-	-	
Pontiac Waterline	40,000	-	-	40,000	-	-	
Hanley-Blackstone Connection	50,000	-	-	50,000	-	-	
Earthquake Valve	70,000	50,000	-	-	-	-	
Water Plant Move	750,000	-	-	-	-	750,000	
Multi-Agency Water Consortium	2,500,000	-	-	500,000	500,000	500,000	
Raw Water Storage	2,000,000	-	-	-	1,000,000	1,000,000	
Watershed/Protection Purchase	500,000	-	-	-	250,000	250,000	
	7,833,620	317,500	553,120	1,086,500	2,243,000	2,520,000	
Wastewater Projects							
Master Plan	90,000	30,000	-	-	-	-	
Submersible Pumps	30,000	30,000	-	-	-	-	
Collection Line I&I	120,000	-	40,000	40,000	40,000	-	
Sewer Line Extension	500,000	-	-	250,000	250,000	-	
125KW Generator	45,000	45,000	-	-	-	-	
E 2nd Street	50,000	13,000	37,000	-	-	-	
I&I Camera	95,000	95,000	-	-	-	-	
Electric Gate	7,500	7,500	-	-	-	-	
Tractor	60,000	60,000	-	-	-	-	
Pole Building	60,000	55,000	-	-	-	-	
Shop Doors	45,000	66,000	-	-	-	-	
	1,102,500	401,500	77,000	290,000	290,000	0	
Storm Drains Projects							
Storm Drain Build-Out	400,000	-	40,000	40,000	40,000	40,000	
Storm Drain - Gender Drive	90,000	35,000	-	-	-	-	
	490,000	35,000	40,000	40,000	40,000	40,000	
Streets Projects							
Horizon Hill Stabilization	50,000	-	-	-	-	-	
Oceanview Drive	50,000	50,000	-	-	-	-	
E 2nd Street (Prospect - Loma)	165,000	13,000	0	152,000	-	-	
Gender Drive	50,000	-	50,000	-	-	-	

Windy Way Drive	50,000	-	-	-	50,000	-
W 3rd Street	100,000	-	-	-	100,000	-
Gimlet Gates	30,000	30,000	-	-	-	-
W 2nd Street	100,000	-	-	-	100,000	-
	595,000	93,000	50,000	152,000	250,000	-
Total Annual Expenditures	11,070,120	1,211,000	720,120	1,568,500	2,823,000	2,560,000

FIVE YEAR CAPITAL IMPROVEMENT PLAN

Projects	Estimated Cost	Budget 21/22	Budget 22/23	Budget 23/24	Budget 24/25	Budget 25/26
Library Projects						
Library Expansion	375,000	10,000	-	-	-	-
Total	375,000	10,000	-	-	-	-
LLCM Prpjects						
LLCM Rebuild	300,000	-	-	-	-	-
	300,000	-	-	-	-	-
City Hall Projects						
Emergency containers	20,000	20,000	-	-	-	-
	20,000	20,000	-	-	-	-
Commons Projects						
Gutters	50,000	30,000	-	-	-	-
Landscape	20,000	20,000	-	-	-	-
North Entrance	10,000	10,000	-	-	-	-
	80,000	60,000	-	-	-	-
Parks & Trails Projects						
Boardwalk Engineering	125,000	125,000	-	-	-	-
	125,000	125,000	-	-	-	-
Water Projects						
Plans: Master/Conservation/Mgmt	65,000	5,000	-	-	-	-
Backwash Recycle Lines	142,000	142,000	-	-	-	-
SCADA Upgrade	60,000	30,000	-	-	-	-
Shop Doors	45,000	41,500	-	-	-	-
Vehicle Replacement	25,000	35,000	-	-	-	-
Water Plant Upgrades	50,000	-	20,000	20,000	20,000	20,000
3rd Street waterline	110,000	-	-	55,000	55,000	-
Enclose Booster Stations	20,000	-	10,000	10,000	-	-
Meter Replacement system wide	60,000	-	60,000	-	-	-
Radar & 7th Waterline	275,500	-	-	275,500	-	-
King Street Waterline	418,000	-	-	-	418,000	-
Gender Waterlines	50,000	-	50,000	-	-	-
Windy Way Waterlines	50,000	-	50,000	-	-	-
2nd Steet - Prospect Waterline	250,000	14,000	100,000	136,000	-	-
URD Looping	131,560	-	131,560	-	-	-
Upgrade Line size - URD	131,560	-	131,560	-	-	-
Pontiac Waterline	40,000	-	-	40,000	-	-
Hanley-Blackstone Connection	50,000	-	-	50,000	-	-
Earthquake Valve	70,000	50,000	-	-	-	-
Water Plant Move	750,000	-	-	-	-	750,000
Multi-Agency Water Consortium	2,500,000	-	-	500,000	500,000	500,000
Raw Water Storage	2,000,000	-	-	-	1,000,000	1,000,000
Watershed/Protection Purchase	500,000	-	-	-	250,000	250,000
	7,793,620	317,500	553,120	1,086,500	2,243,000	2,520,000
Wastewater Projects						
Master Plan	90,000	30,000	-	-	-	-
Submersible Pumps	30,000	30,000	-	-	-	-
Collection Line I&I	120,000	-	40,000	40,000	40,000	-
Sewer Line Extension	500,000	-	-	250,000	250,000	-
125KW Generator	45,000	45,000	-	-	-	-
E 2nd Street	50,000	13,000	37,000	-	-	-
I&I Camera	95,000	95,000	-	-	-	-
Electric Gate	7,500	7,500	-	-	-	-
Tractor	60,000	60,000	-	-	-	-
Pole Building	60,000	20,000	-	-	-	-

Shop Doors	45,000	66,000	-	-	-	-
	1,102,500	366,500	77,000	290,000	290,000	0
Storm Drains Projects						
Storm Drain Build-Out	400,000	-	40,000	40,000	40,000	40,000
Storm Drain - Gender Drive	90,000	35,000	-	-	-	-
	490,000	35,000	40,000	40,000	40,000	40,000
Streets Projects						
Horizon Hill Stabilization	50,000	-	-	-	-	-
Oceanview Drive	50,000	50,000	-	-	-	-
E 2nd Street (Prospect - Loma)	165,000	13,000	0	152,000	-	-
Gender Drive	50,000	-	50,000	-	-	-
Windy Way Drive	50,000	-	-	-	50,000	-
W 3rd Street	100,000	-	-	-	100,000	-
Gimlet Gates	30,000	30,000	-	-	-	-
W 2nd Street	100,000	-	-	-	100,000	-
	595,000	93,000	50,000	152,000	250,000	-
Total Annual Expenditures	10,881,120	1,027,000	720,120	1,568,500	2,823,000	2,560,000