

1. 2:00 P.M. Agenda

Documents:

[2024-04-09 Public Works And Streets Agenda.pdf](#)

2. Meeting Material

Documents:

[2024-03-12 PWS Summary.pdf](#)

[2024 March Public Works Department Report.pdf](#)

[2024 March Water Report.pdf](#)

[2024-02 Financial Report Public Works.pdf](#)

[Email Re Restrooms.pdf](#)

[CIP Updates Five Year Plan 2024-03-25.Pdf](#)



CITY OF YACHATS
PUBLIC WORKS & STREETS COMMISSION MEETING
Tuesday April 9, at 2:00pm

To Be Held Via Zoom & In Person Located at:
Commons Bldg., Civic Meeting Room 1
441 Hwy 101 N., Yachats OR 97498

Join Zoom Meeting

<https://us02web.zoom.us/j/87044929816>

Meeting ID: 870 4492 9816

AGENDA

I. Call to Order

II. Announcements & Correspondence

- a. SWL Update for Supplemental Water

III. Citizens Concerns

IV. Reports

- a. Public Works Report (McClung & Buckwald) [Link](#)
- b. February Finance Review (Groth) [Link](#)
- c. Emergency Preparedness Report (West/Groth)
- d. Meeting Summary [Link](#)

V. Current Business

- a. HWY 101 Delineators-Status [Link](#)
- b. PW Standards Review
- c. Public Restroom research (Phipps)
 - i. [Link to email regarding restrooms](#)

VI. New Business

- a. Sign at Windy Way & 101
- b. Approach to Vacation of Property
- c. Newsletter Articles

VII. Other Business

- a. From Commission
- b. From Staff

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 01/07/23 By: Kimmie Jackson, Deputy City Recorder

ACTION SUMMARY

Date:	March 12, 2024
Time:	2:00 p.m.
Place:	441 Hwy 101 N., Civic Meeting Room 1
Attending:	Chair Linn West, Co-Chair Don Groth, Commissioner Bob Bennett, Commissioner Kevin Erdahl, , and Commissioner Don Phipps; Staff: Dave Buckwald, Wastewater Lead, Rick McClung, Water Lead and Kimmie Jackson, Deputy City Recorder
Absent	Commissioner James Welch

CALL MEETING TO ORDER:

1. Agenda Item - Announcements or Correspondence	
Topic	Discussion
	The Sea Air facility has been changed from a 4" to 2" meter 2/22/2024.
	Be aware of a water testing scam solicitation for money.
2. Agenda Item Citizens Concerns	
	None
3. Agenda Item Reports	
	Public Works Dept. attached to the online packet.
	Finance Report attached to the online packet
	The Cedar Street Vacation is on hold at this time It was also indicated that OSHA has put out an update on the regulation; Staff is working with South Lincoln Water are still in progress; there will be a survey of all four creeks to determine how much water they have. The clarifier rebuild is moving slow; the seismic is a the million & 200 gallon reservoir, and will need a small change order; the boardwalk application will be submitted at the end of the month; there was a site

CITY OF YACHATS PUBLIC WORKS & STREETS COMMISSION

	of shellmiddens found at the site on top of a water line, it was stated it may be just fill when the line was put in back in the 70's. Property purchase is proceeding, and Geotech will happen tomorrow.
Action Item	
4. Agenda Item Finance Report	
	Only January is still available at this time. Nothing to report
Action Items:	The work group needs to schedule a meeting soon.
	Need SDC evaluation & clarification what the study is for.
5. Agenda Item Emergency Report	
	Have received four applications to volunteer for the Emergency Preparedness Committee. Interview candidates.
Action Items:	Motion was made to forward to council to accept the following volunteers to said committeeZ;
6. Agenda Item	
Action Item	

CITY OF YACHATS PUBLIC WORKS & STREETS COMMISSION

3. Agenda Item

Action Item	

Adjournment:	4:13p.m.
Prepared By:	Kimmie Jackson, Deputy City Recorder



Date: April 2, 2024
To: Bobbi Price, City Manager
From: Public Works Department
Re: March 2024 Public Works Report

Rainfall at Yachats Public Works:

	2024	<u>Inches</u> 2023	2022	2021
March	9.25	9.50	5.21	4.56
Rain year to date:	34.73	24.57	15.12	24.53

Total water produced: **2,838,100 gallons**

Total water accounted for: **2,574,929 gallons** Water loss efficiency: **90.0 %**

Total wastewater treated: **9.450,000 gallons**

The following is a list of what was done by Public Works staff in March 2024.

Streets:

- Filled potholes at multiple locations.
- Contractor work on cross walk flashers.
- Sink hole repair at intersection of 2nd and Pontiac.

Storm Drainage:

- Storm drain inspections.
- Culvert installed at Public Works yard.

Water Treatment Plant:

- Water systems operations.
- Plant Maintc.

Distribution Sys:

- Meter reading and rereads.
- Meter replacement and radio-reader installation.
- Meter maintc.
- Relocated water service on Horizon Hill.
- Cleared brush from utility services in Black Stone.
- Door hangers.
- Assisted the Geotech at the million-gallon reservoir again.

Wastewater Treatment Plant:

- Wastewater systems operations.
- Plant maintc. & clean-up.
- Biosolids operations.
- Truck of biosolids sent to Heard Farms.

Collection Sys:

- Lift station inspections.
- Degrease lift stations.
- Installed two clean-out covers.
- Jetted and CCTV'd 258 feet of sewer main on Cedar Ave.

Public Works:

- Shop maintc. and clean up.
- Fleet maintc. & repair.
- Equipment maintc. and repair.
- Multiple locates.
- Brush box handling.
- PW administration.
- Piles picked up for Trails crew.
- Garbage removal at the Commons.
- Replaced lightbulbs at the Commons.
- Sample run to Eugene.
- Samples to Newport.
- Installed video monitor for training Public Works and City Hall break room.
- Assisted electricians with equipment at City Hall.
- Safety meeting.



	1.2024	2.2024	3.2024
Gallons of Water Produced			
Water Plant	3,261,300	2,901,000	2,838,100
Total	3,261,300	2,901,000	2,838,100
Gallons of Accounted for Water			
Reservoir Level Feet	28.5	28.5	28.6
Reservoir +/- Gallons 41,666 per Foot	0	0	0
Waterline Flushing Gallons	0	0	0
Gallons Sold	3,140,312	3,258,736	2,574,929
Total Water Accounted for	3,140,312	3,258,736	2,574,929
Final Water Report			
Water Loss Efficiency	96%		90%
Unaccounted Gallons per Month	120,988		263,171
Unaccounted Gallons per Minute	2.8		6.1

Streets Operating 100-1040
Monthly Financial Detail Report
FEBRUARY 2024

Printed: 03/08/2024
Period 08
Fiscal Year 2024

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
100	1040	300101	Beginning Balance	\$ 71,612.93	\$ 65,580.85	\$ -	\$ 65,580.85	91.58%	Beginning Balance - Unaudited
100	1040	304650	Tax - State Highway	\$ 80,000.00	\$ 41,405.19	\$ 6,839.78	\$ 48,244.97	60.31%	
			REVENUE	\$ 151,612.93	\$ 106,986.04	\$ 6,839.78	\$ 113,825.82	75.08%	
100	1040	105110	Water Lead	\$ 3,000.00	\$ 1,167.81	\$ 201.90	\$ 1,369.71	45.66%	Annual Property/Liability Renewal FY21
100	1040	105111	Wastewater Lead	\$ 4,000.00	\$ 2,902.04	\$ 500.14	\$ 3,402.18	85.05%	
100	1040	105112	Field Utility 2	\$ 3,000.00	\$ -	\$ -	\$ -	0.00%	
100	1040	105113	Field Utility 1	\$ 1,500.00	\$ 1,435.87	\$ -	\$ 1,435.87	95.72%	
100	1040	105114	Field Utility A	\$ -	\$ 751.67	\$ 152.00	\$ 903.67	0.00%	
100	1040	105121	Field Utility Journeyman	\$ -	\$ 1,933.84	\$ 346.34	\$ 2,280.18	0.00%	
100	1040	105122	Field Utility B	\$ -	\$ 770.40	\$ 6.41	\$ 776.81	0.00%	
100	1040	105140	Fringe Benefits	\$ 1,200.00	\$ 657.95	\$ 88.60	\$ 746.55	62.21%	
100	1040	105141	Insurance Benefits	\$ 3,800.00	\$ 2,048.13	\$ 171.03	\$ 2,219.16	58.40%	
100	1040	105142	Regular PERS System	\$ 1,800.00	\$ 1,169.11	\$ 166.81	\$ 1,335.92	74.22%	
100	1040		PERSONNEL	\$ 18,300.00	\$ 12,836.82	\$ 1,633.23	\$ 14,470.05	79.07%	
100	1040	205222	Insurance	\$ 3,000.00	\$ 3,678.14	\$ -	\$ 3,678.14	122.60%	
100	1040	205312	Equipment Fuel/Tires/Parts	\$ 1,000.00	\$ 223.98	\$ -	\$ 223.98	22.40%	
100	1040	205313	Equipment Repair	\$ 2,500.00	\$ 2,533.41	\$ -	\$ 2,533.41	101.34%	
100	1040	205317	Tools and Small Equipment	\$ 500.00	\$ -	\$ -	\$ -	0.00%	
100	1040	205361	Parts	\$ 2,500.00	\$ 5,409.80	\$ 0.66	\$ 5,410.46	216.42%	
100	1040	205362	Consumables	\$ 1,000.00	\$ 1,000.43	\$ -	\$ 1,000.43	100.04%	
100	1040	205363	Outside Services	\$ 1,500.00	\$ 2,840.00	\$ -	\$ 2,840.00	189.33%	
100	1040	205411	Street Lighting	\$ 18,000.00	\$ 9,793.19	\$ 1,639.33	\$ 11,432.52	63.51%	
100	1040	205474	Mowing	\$ 10,000.00	\$ 6,238.00	\$ -	\$ 6,238.00	62.38%	
100	1040	205475	Tree Removal/Trimming	\$ 15,000.00	\$ 350.00	\$ -	\$ 350.00	2.33%	

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
			MATERIALS AND SERVICES	\$ 55,000.00	\$ 32,066.95	\$ 1,639.99	\$ 33,706.94	61.29%	
			EXPENSE	\$ 73,300.00	\$ 44,903.77	\$ 3,273.22	\$ 48,176.99	65.73%	
			Revenue Total	\$ 151,612.93	\$ 106,986.04	\$ 6,839.78	\$ 113,825.82	75.08%	
			Expense Total	\$ 73,300.00	\$ 44,903.77	\$ 3,273.22	\$ 48,176.99	65.73%	
			NET GAIN/(LOSS)	\$ 78,312.93	\$ 62,082.27	\$ 3,566.56	\$ 65,648.83	83.83%	

Streets Capital Reserve 150-1040
Monthly Financial Detail Report
FEBRUARY 2024

Printed: 03/08/2024
Period 08
Fiscal Year 2023

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
150	1040	300101	Beginning Balance	\$ 255.68	\$ 104,557.17	\$ -	\$ 104,557.17	40893.76%	Beginning Balance - Unaudited
150	1040	304481	Grants	\$ 250,000.00	\$ 250,000.00	\$ -	\$ 250,000.00	100.00%	
			REVENUE	\$ 250,255.68	\$ 354,557.17	\$ -	\$ 354,557.17	141.68%	
150	1040	105110	Water Lead	\$ 6,000.00	\$ 2,458.50	\$ 134.10	\$ 2,592.60	43.21%	Personnel costs for capital projects
150	1040	105111	Wastewater Lead	\$ -	\$ -	\$ 22.23	\$ 22.23	0.00%	
150	1040	105114	Field Utility A	\$ -	\$ 109.06	\$ -	\$ 109.06	0.00%	
150	1040	105140	Fringe Benefits	\$ 600.00	\$ 186.60	\$ 11.38	\$ 197.98	33.00%	
150	1040	105141	Insurance Benefits	\$ 2,000.00	\$ 719.89	\$ 33.75	\$ 753.64	37.68%	
150	1040	105142	Regular PERS System	\$ 1,000.00	\$ 530.19	\$ 31.02	\$ 561.21	56.12%	
			PERSONNEL	\$ 9,600.00	\$ 4,004.24	\$ 232.48	\$ 4,236.72	44.13%	
150	1040	407947	Capital Outlay-Street Projects	\$ 220,281.00	\$ 287,846.29	\$ -	\$ 287,846.29	130.67%	
			CAPITAL OUTLAY	\$ 220,281.00	\$ 287,846.29	\$ -	\$ 287,846.29	130.67%	
			EXPENSE	\$ 229,881.00	\$ 291,850.53	\$ 232.48	\$ 292,083.01	127.06%	
			Revenue Total	\$ 250,255.68	\$ 354,557.17	\$ -	\$ 354,557.17	141.68%	
			Expense Total	\$ 229,881.00	\$ 291,850.53	\$ 232.48	\$ 292,083.01	127.06%	
			NET GAIN/(LOSS)	\$ 20,374.68	\$ 62,706.64	\$ (232.48)	\$ 62,474.16	306.63%	

Storm Drains Operating 100-1050

Monthly Financial Detail Report

FEBRUARY 2024

Printed: 03/08/2024

Period 08

Fiscal Year 2023

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
100	1050	300101	Beginning Balance	\$ 13,975.59	\$ 19,874.43	\$ -	\$ 19,874.43	142.21%	Beginning Balance - Unaudited
100	1050	314861	Transfer in General Fund	\$ 10,000.00	\$ 5,000.00	\$ -	\$ 5,000.00	50.00%	Quarterly Transfer from 100-1010
			RESOURCES	\$ 23,975.59	\$ 24,874.43	\$ -	\$ 24,874.43	103.75%	
100	1050	105110	Water Lead	\$ -	\$ 189.14	\$ 143.77	\$ 332.91	0.00%	
100	1050	105111	Wastewater Lead	\$ 2,000.00	\$ 3,524.47	\$ 344.53	\$ 3,869.00	193.45%	
100	1050	105112	Field Utility 2	\$ 2,800.00	\$ -	\$ -	\$ -	0.00%	
100	1050	105113	Field Utility 1	\$ 2,400.00	\$ 152.86	\$ -	\$ 152.86	6.37%	
100	1050	105114	Field Utility A	\$ 1,600.00	\$ 1,211.35	\$ 147.57	\$ 1,358.92	84.93%	
100	1050	105121	Field Utility Journeyman	\$ -	\$ 2,237.60	\$ 123.26	\$ 2,360.86	0.00%	
100	1050	105122	Field Utility B	\$ -	\$ 687.29	\$ 2.56	\$ 689.85	0.00%	
100	1050	105140	Fringe Benefits	\$ 900.00	\$ 589.18	\$ 56.10	\$ 645.28	71.70%	
100	1050	105141	Insurance Benefits	\$ 2,900.00	\$ 1,295.66	\$ 118.19	\$ 1,413.85	48.75%	
100	1050	105142	Regular PERS System	\$ 1,400.00	\$ 976.33	\$ 98.05	\$ 1,074.38	76.74%	
			PERSONNEL	\$ 14,000.00	\$ 10,863.88	\$ 1,034.03	\$ 11,897.91	84.99%	
100	1050	205313	Equipment Repair	\$ 5,000.00	\$ 4,999.53	\$ -	\$ 4,999.53	99.99%	
100	1050	205317	Tools and Small Equipment	\$ 500.00	\$ -	\$ -	\$ -	0.00%	
100	1050	205367	Storm Drain Parts	\$ 300.00	\$ -	\$ -	\$ -	0.00%	
			MATERIALS AND SERVICES	\$ 5,800.00	\$ 4,999.53	\$ -	\$ 4,999.53	86.20%	
			EXPENSE	\$ 19,800.00	\$ 15,863.41	\$ 1,034.03	\$ 16,897.44	85.34%	
			Resource Total	\$ 23,975.59	\$ 24,874.43	\$ -	\$ 24,874.43	103.75%	
			Expense Total	\$ 19,800.00	\$ 15,863.41	\$ 1,034.03	\$ 16,897.44	85.34%	
			NET GAIN/(LOSS)	\$ 4,175.59	\$ 9,011.02	\$ (1,034.03)	\$ 7,976.99	191.04%	

Storm Drains Capital Reserve 150-1050

Monthly Financial Detail Report

FEBRUARY 2024

Printed: 03/08/2024

Period 08

Fiscal Year 2023

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
150	1050	300101	Beginning Balance	\$ 96,920.01	\$ 113,811.49	\$ -	\$ 113,811.49	117.43%	Beginning Balance - Unaudited
			RESOURCES	\$ 96,920.01	\$ 113,811.49	\$ -	\$ 113,811.49	117.43%	
150	1050	105110	Water Lead	\$ 4,200.00	\$ 447.00	\$ -	\$ 447.00	10.64%	
150	1050	105140	Fringe Benefits	\$ -	\$ 200.07	\$ -	\$ 200.07	0.00%	
150	1050	105141	Insurance Benefits	\$ 420.00	\$ 47.09	\$ -	\$ 47.09	11.21%	
150	1050	105142	Regular PERS System	\$ 1,400.00	\$ 151.72	\$ -	\$ 151.72	10.84%	
			PERSONNEL	\$ 700.00	\$ 119.73	\$ -	\$ 119.73	17.10%	
				\$ 6,720.00	\$ 965.61	\$ -	\$ 965.61	14.37%	
150	1050	407942	Capital Outlay-Infrastructure	\$ 59,371.00	\$ 37,145.00	\$ 5,500.00	\$ 42,645.00	71.83%	FEB: Westech Engineering \$5500
150	1050	407947	Capital Outlay-Street Projects	\$ -	\$ 8,250.00	\$ -	\$ 8,250.00	0.00%	
			CAPITAL OUTLAY	\$ 59,371.00	\$ 45,395.00	\$ 5,500.00	\$ 50,895.00	85.72%	
			EXPENSE	\$ 66,091.00	\$ 46,360.61	\$ 5,500.00	\$ 51,860.61	78.47%	
			Resource Total	\$ 96,920.01	\$ 113,811.49	\$ -	\$ 113,811.49	117.43%	
			Expense Total	\$ 66,091.00	\$ 46,360.61	\$ 5,500.00	\$ 51,860.61	78.47%	
			NET GAIN/(LOSS)	\$ 30,829.01	\$ 67,450.88	\$ (5,500.00)	\$ 61,950.88	200.95%	

Water Operating 660-1700
Monthly Financial Detail Report
FEBRUARY 2024

Printed: 03/08/2024
Period 08
Fiscal Year 2023

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
660	1700	300101	Beginning Balance	\$ 209,763.63	\$ 186,781.55	\$ -	\$ 186,781.55	89.04%	Beginning Balance - Unaudited
660	1700	304310	Water/Wastewater Services	\$ 890,000.00	\$ 532,369.90	\$ 73,260.20	\$ 605,630.10	68.05%	
660	1700	304320	Installation Charges	\$ 4,000.00	\$ 3,857.68	\$ -	\$ 3,857.68	96.44%	
660	1700	304335	Rents or Fees	\$ 700.00	\$ 813.00	\$ 10.00	\$ 823.00	117.57%	
			REVENUE	\$ 1,104,463.63	\$ 723,822.13	\$ 73,270.20	\$ 797,092.33	72.17%	
660	1700	105101	City Manager	\$ 26,300.00	\$ 16,240.97	\$ 2,396.00	\$ 18,636.97	70.86%	
660	1700	105102	Deputy Recorder	\$ 12,900.00	\$ 8,778.79	\$ 1,480.63	\$ 10,259.42	79.53%	
660	1700	105103	Bookkeeping/Accounting	\$ 19,000.00	\$ 2,720.38	\$ 891.09	\$ 3,611.47	19.01%	
660	1700	105104	CIP Coordinator	\$ 23,300.00	\$ 6,218.06	\$ 1,284.36	\$ 7,502.42	32.20%	
660	1700	105108	Planner	\$ 2,700.00	\$ 747.92	\$ 251.88	\$ 999.80	37.03%	
660	1700	105109	Administrative Assistant	\$ -	\$ -	\$ -	\$ -	0.00%	
660	1700	105110	Water Lead	\$ 51,000.00	\$ 33,016.51	\$ 4,364.96	\$ 37,381.47	73.30%	
660	1700	105111	Wastewater Lead	\$ 6,000.00	\$ 12,660.54	\$ 1,670.34	\$ 14,330.88	238.85%	
660	1700	105112	Field Utility 2	\$ -	\$ -	\$ -	\$ -	0.00%	
660	1700	105113	Field Utility 1	\$ 7,000.00	\$ 4,737.47	\$ -	\$ 4,737.47	67.68%	
660	1700	105114	Field Utility A	\$ 51,800.00	\$ 16,882.75	\$ 2,978.99	\$ 19,861.74	38.34%	
660	1700	105121	Field Utility Journeyman	\$ 47,700.00	\$ 12,037.33	\$ 3,301.47	\$ 15,338.80	32.16%	
660	1700	105122	Field Utility B	\$ -	\$ 6,163.90	\$ 37.22	\$ 6,201.12	0.00%	
660	1700	105140	Fringe Benefits	\$ 26,400.00	\$ 8,891.74	\$ 1,385.66	\$ 10,277.40	38.93%	
660	1700	105141	Insurance Benefits	\$ 81,700.00	\$ 24,119.64	\$ 2,541.53	\$ 26,661.17	32.63%	
660	1700	105142	Regular PERS System	\$ 39,600.00	\$ 15,129.32	\$ 2,243.64	\$ 17,372.96	43.87%	
			PERSONNEL	\$ 395,400.00	\$ 168,345.32	\$ 24,827.77	\$ 193,173.09	48.86%	
660	1700	205210	Dues & Memberships	\$ 1,500.00	\$ 331.00	\$ -	\$ 331.00	22.07%	
660	1700	205211	State Fees	\$ 14,000.00	\$ 13,268.14	\$ -	\$ 13,268.14	94.77%	
660	1700	205212	Fee Expense	\$ 7,000.00	\$ 7,699.22	\$ 705.25	\$ 8,404.47	120.06%	
660	1700	205222	Insurance	\$ 20,000.00	\$ 24,520.94	\$ -	\$ 24,520.94	122.60%	Annual Property/Liability Renewal FY23
660	1700	205240	Office Materials & Supplies	\$ 4,000.00	\$ 4,320.51	\$ 1,443.41	\$ 5,763.92	144.10%	

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
660	1700	205241	Computer Equipment and Maint.	\$ -	\$ 179.00	\$ 288.85	\$ 467.85	0.00%	
660	1700	205251	Telephones/Cell Phones/DSL	\$ 10,000.00	\$ 6,737.06	\$ 937.61	\$ 7,674.67	76.75%	
660	1700	205253	Postage	\$ -	\$ 162.99	\$ -	\$ 162.99	0.00%	
660	1700	205255	Education and Training	\$ 4,000.00	\$ 733.00	\$ 500.00	\$ 1,233.00	30.83%	
660	1700	205260	Contract Expense (all Professional, IGA & Personal Svcs)	\$ 33,000.00	\$ 8,815.92	\$ 670.00	\$ 9,485.92	28.75%	FEB: Finance Jcline \$670
660	1700	205261	Auditor	\$ 5,000.00	\$ 1,000.00	\$ -	\$ 1,000.00	20.00%	
660	1700	205262	Legal Expense	\$ 5,000.00	\$ 4,564.00	\$ 705.00	\$ 5,269.00	105.38%	
660	1700	205270	Travel	\$ 1,000.00	\$ -	\$ -	\$ -	0.00%	
660	1700	205282	Software	\$ 12,000.00	\$ 6,720.89	\$ 7,981.03	\$ 14,701.92	122.52%	
660	1700	205311	Equipment Lease and Rental	\$ 3,000.00	\$ 1,536.31	\$ 142.33	\$ 1,678.64	55.95%	
660	1700	205312	Equipment Fuel/Tires/Parts	\$ 5,000.00	\$ 2,510.89	\$ 875.08	\$ 3,385.97	67.72%	
660	1700	205313	Equipment Repair	\$ -	\$ 6,404.76	\$ 61.99	\$ 6,466.75	0.00%	
660	1700	205317	Tools and Small Equipment	\$ 2,000.00	\$ 3,449.25	\$ 369.27	\$ 3,818.52	190.93%	
660	1700	205330	Building and Land Maintenance	\$ 7,500.00	\$ 1,822.00	\$ -	\$ 1,822.00	24.29%	
660	1700	205335	Custodial Support/Supplies	\$ 2,000.00	\$ 1,328.57	\$ 350.00	\$ 1,678.57	83.93%	
660	1700	205342	Plant Utilities	\$ 25,000.00	\$ 11,261.92	\$ 1,913.34	\$ 13,175.26	52.70%	
660	1700	205351	Main Plant Parts	\$ 10,000.00	\$ 2,038.73	\$ 184.00	\$ 2,222.73	22.23%	
660	1700	205352	Main Plant Consumables	\$ 10,000.00	\$ 9,044.27	\$ 1,349.83	\$ 10,394.10	103.94%	
660	1700	205353	Main Plant Outside Services	\$ 45,000.00	\$ 12,623.95	\$ 466.50	\$ 13,090.45	29.09%	
660	1700	205361	Parts	\$ 42,000.00	\$ 20,474.12	\$ 1,274.57	\$ 21,748.69	51.78%	
660	1700	205362	Consumables	\$ -	\$ 1,137.94	\$ -	\$ 1,137.94	0.00%	
660	1700	205363	Outside Services	\$ 15,000.00	\$ 2,880.30	\$ 400.00	\$ 3,280.30	21.87%	
660	1700	205470	Equipment Repair/Maintenance	\$ -	\$ 110.59	\$ -	\$ 110.59	0.00%	
660	1700	205474	Mowing	\$ 6,000.00	\$ 5,430.00	\$ -	\$ 5,430.00	90.50%	
660	1700	205475	Tree Removal/Trimming	\$ 10,000.00	\$ 3,706.57	\$ -	\$ 3,706.57	37.07%	
660	1700	208000	Operating Contingency	\$ 30,000.00	\$ -	\$ -	\$ -	0.00%	
			MATERIALS AND SERVICES	\$ 329,000.00	\$ 164,812.84	\$ 20,618.06	\$ 185,430.90	56.36%	
660	1700	217126	Transfer out Cap Res	\$ 250,000.00	\$ 125,000.00	\$ -	\$ 125,000.00	50.00%	Quarterly Transfer to 660-1705
660	1700	217136	Transfer Out Debt Services	\$ 43,000.00	\$ 21,500.00	\$ -	\$ 21,500.00	50.00%	Quarterly Transfer to 155-1200
			TRANSFERS	\$ 293,000.00	\$ 146,500.00	\$ -	\$ 146,500.00	50.00%	
			EXPENSE	\$ 1,017,400.00	\$ 479,658.16	\$ 45,445.83	\$ 525,103.99	51.61%	
			Revenue Total	\$ 1,104,463.63	\$ 723,822.13	\$ 73,270.20	\$ 797,092.33	72.17%	
			Expense Total	\$ 1,017,400.00	\$ 479,658.16	\$ 45,445.83	\$ 525,103.99	51.61%	
			NET GAIN/(LOSS)	\$ 87,063.63	\$ 244,163.97	\$ 27,824.37	\$ 271,988.34	312.40%	

Water Capital Reserve 660-1705

Monthly Financial Detail Report

FEBRUARY 2024

Printed: 03/08/2024

Period 08

Fiscal Year 2023

Fund	Dept	Account	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
660	1705	300101	Beginning Balance	\$ 1,811,654.02	\$ 1,854,322.94	\$ -	\$ 1,854,322.94	102.36%	Beginning Balance - Unaudited
660	1705	301500	Interest Earned	\$ 18,000.00	\$ 24,190.37	\$ 4,040.12	\$ 28,230.49	156.84%	LGIP Interest Earned
660	1705	304481	Grants	\$ -	\$ 26,425.00	\$ -	\$ 26,425.00	0.00%	
660	1705	314861	Transfer in General Reserve	\$ 174,000.00	\$ 87,000.00	\$ -	\$ 87,000.00	50.00%	Quarterly transfer from 100-1010
660	1705	314864	Transfer in General Fund	\$ 200,000.00	\$ 100,000.00	\$ -	\$ 100,000.00	50.00%	Quarterly transfer from 100-1010
660	1705	314875	Transfer in Water Operations	\$ 250,000.00	\$ 125,000.00	\$ -	\$ 125,000.00	50.00%	Quarterly transfer from 660-1700
660	1705	314879	Transfer in SDC	\$ 49,000.00	\$ 24,500.00	\$ -	\$ 24,500.00	50.00%	Quarterly transfer from 160-1605
			REVENUE	\$ 2,502,654.02	\$ 2,241,438.31	\$ 4,040.12	\$ 2,245,478.43	89.72%	
660	1705	105110	Water Lead	\$ 5,000.00	\$ 10,593.90	\$ 1,877.40	\$ 12,471.30	249.43%	
660	1705	105111	Wastewater Lead	\$ 3,000.00	\$ 911.41	\$ 155.61	\$ 1,067.02	35.57%	
660	1705	105114	Field Utility A	\$ -	\$ -	\$ -	\$ -	0.00%	
660	1705	105121	Field Utility Journeyman	\$ -	\$ 272.08	\$ -	\$ 272.08	0.00%	
660	1705	105122	Field Utility B	\$ -	\$ 153.97	\$ -	\$ 153.97	0.00%	
660	1705	105140	Fringe Benefits	\$ 800.00	\$ 868.17	\$ 147.71	\$ 1,015.88	126.99%	
660	1705	105141	Insurance Benefits	\$ 2,600.00	\$ 2,980.07	\$ 449.20	\$ 3,429.27	131.90%	
660	1705	105142	Regular PERS System	\$ 1,300.00	\$ 2,383.90	\$ 414.24	\$ 2,798.14	215.24%	
660	1705		PERSONNEL	\$ 12,700.00	\$ 18,163.50	\$ 3,044.16	\$ 21,207.66	166.99%	
660	1705	407921	Capital Outlay-Infrastructure	\$ -	\$ -	\$ -	\$ -	0.00%	
660	1705	407941	Capital Outlay - Equipment	\$ 138,000.00	\$ 108,087.39	\$ -	\$ 108,087.39	78.32%	
660	1705	407948	Capital Outlay - Water systems	\$ 943,400.00	\$ 302,146.74	\$ 7,394.45	\$ 309,541.19	32.81%	FEB: Westech Engineering \$780, Automation Group \$6614.45
			CAPITAL OUTLAY	\$ 1,081,400.00	\$ 410,234.13	\$ 7,394.45	\$ 417,628.58	38.62%	
			EXPENSE	\$ 1,094,100.00	\$ 428,397.63	\$ 10,438.61	\$ 438,836.24	40.11%	
			Revenue Total	\$ 2,502,654.02	\$ 2,241,438.31	\$ 4,040.12	\$ 2,245,478.43	89.72%	
			Expense Total	\$ 1,094,100.00	\$ 428,397.63	\$ 10,438.61	\$ 438,836.24	40.11%	
			NET GAIN/(LOSS)	\$ 1,408,554.02	\$ 1,813,040.68	\$ (6,398.49)	\$ 1,806,642.19	128.26%	

Wastewater Operating 670-1800
Monthly Financial Detail Report
FEBRUARY 2024

Printed: 03/08/2024
Period 08
Fiscal Year 2023

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
670	1800	300101	Beginning Balance	\$ 234,739.55	\$ 210,850.05	\$ -	\$ 210,850.05	89.82%	Beginning Balance - Unaudited
670	1800	304310	Water/Wastewater Services	\$ 840,000.00	\$ 495,319.74	\$ 68,553.43	\$ 563,873.17	67.13%	
670	1800	304320	Installation Charges	\$ 2,500.00	\$ 10,058.47	\$ -	\$ 10,058.47	402.34%	
			REVENUE	\$ 1,077,239.55	\$ 716,228.26	\$ 68,553.43	\$ 784,781.69	72.85%	
670	1800	105101	City Manager	\$ 26,300.00	\$ 16,240.92	\$ 2,395.99	\$ 18,636.91	70.86%	
670	1800	105102	Deputy Recorder	\$ 12,900.00	\$ 8,778.78	\$ 1,480.61	\$ 10,259.39	79.53%	
670	1800	105103	Bookkeeping/Accounting	\$ 19,000.00	\$ 2,720.42	\$ 891.09	\$ 3,611.51	19.01%	
670	1800	105104	CIP Coordinator	\$ 23,300.00	\$ 6,218.11	\$ 1,284.36	\$ 7,502.47	32.20%	
670	1800	105108	Planner	\$ 2,700.00	\$ 747.92	\$ 251.88	\$ 999.80	37.03%	
670	1800	105109	Administrative Assistant	\$ -	\$ -	\$ -	\$ -	0.00%	
670	1800	105110	Water Lead	\$ 500.00	\$ -	\$ -	\$ -	0.00%	
670	1800	105111	Wastewater Lead	\$ 57,000.00	\$ 43,566.40	\$ 5,625.45	\$ 49,191.85	86.30%	
670	1800	105112	Field Utility 2	\$ -	\$ -	\$ -	\$ -	0.00%	
670	1800	105113	Field Utility 1	\$ 28,700.00	\$ 3,671.03	\$ -	\$ 3,671.03	12.79%	
670	1800	105114	Field Utility A	\$ 71,100.00	\$ 26,443.02	\$ 4,557.21	\$ 31,000.23	43.60%	
670	1800	105121	Field Utility Journeyman	\$ 26,200.00	\$ 4,934.89	\$ 675.15	\$ 5,610.04	21.41%	
670	1800	105122	Field Utility B	\$ -	\$ 5,598.64	\$ 207.88	\$ 5,806.52	0.00%	
670	1800	105140	Fringe Benefits	\$ 31,300.00	\$ 8,794.45	\$ 1,288.27	\$ 10,082.72	32.21%	
670	1800	105141	Insurance Benefits	\$ 96,900.00	\$ 23,883.52	\$ 2,984.45	\$ 26,867.97	27.73%	
670	1800	105142	Regular PERS System	\$ 47,000.00	\$ 12,270.78	\$ 1,710.15	\$ 13,980.93	29.75%	
670	1800		PERSONNEL	\$ 442,900.00	\$ 163,868.88	\$ 23,352.49	\$ 187,221.37	42.27%	
670	1800	205210	Dues & Memberships	\$ 1,000.00	\$ 956.00	\$ -	\$ 956.00	95.60%	
670	1800	205211	State Fees	\$ 18,600.00	\$ 3,581.00	\$ -	\$ 3,581.00	19.25%	
670	1800	205212	Fee Expense	\$ 6,600.00	\$ 5,339.88	\$ 705.25	\$ 6,045.13	91.59%	
670	1800	205222	Insurance	\$ 15,000.00	\$ 18,390.70	\$ -	\$ 18,390.70	122.60%	
670	1800	205240	Office Materials & Supplies	\$ 4,200.00	\$ 4,539.34	\$ 1,443.39	\$ 5,982.73	142.45%	

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
670	1800	205241	Computer Equipment and Maint.	\$ 2,000.00	\$ -	\$ 288.85	\$ 288.85	14.44%	
670	1800	205251	Telephones/Cell Phones/DSL	\$ 7,000.00	\$ 4,242.98	\$ 571.41	\$ 4,814.39	68.78%	
670	1800	205253	Postage	\$ -	\$ 162.98	\$ -	\$ 162.98	0.00%	
670	1800	205255	Education and Training	\$ 4,000.00	\$ 378.00	\$ 220.00	\$ 598.00	14.95%	
670	1800	205260	Contract Expense (all Professional, IGA & Personal Svcs)	\$ 28,000.00	\$ 8,815.91	\$ 670.00	\$ 9,485.91	33.88%	FEB: Finance Jcline \$670
670	1800	205261	Auditor	\$ 3,000.00	\$ 1,000.00	\$ -	\$ 1,000.00	33.33%	
670	1800	205262	Legal	\$ 5,000.00	\$ 4,563.98	\$ 705.00	\$ 5,268.98	105.38%	
670	1800	205270	Travel	\$ 1,000.00	\$ -	\$ -	\$ -	0.00%	
670	1800	205282	Software	\$ 12,000.00	\$ 6,720.79	\$ 8,000.02	\$ 14,720.81	122.67%	
670	1800	205311	Equipment Lease and Rental	\$ 3,000.00	\$ 996.31	\$ 142.33	\$ 1,138.64	37.95%	
670	1800	205312	Equipment Fuel/Tires/Parts	\$ 5,000.00	\$ 2,880.69	\$ 2,471.19	\$ 5,351.88	107.04%	
670	1800	205313	Equipment Repair	\$ -	\$ 4,208.59	\$ 292.62	\$ 4,501.21	0.00%	
670	1800	205317	Tools and Small Equipment	\$ 3,000.00	\$ 941.27	\$ 622.31	\$ 1,563.58	52.12%	
670	1800	205330	Building and Land Maintenance	\$ 4,000.00	\$ 295.00	\$ -	\$ 295.00	7.38%	
670	1800	205335	Custodial Support/Supplies	\$ 4,000.00	\$ 1,769.71	\$ 353.27	\$ 2,122.98	53.07%	
670	1800	205342	Plant Utilities	\$ 25,000.00	\$ 13,708.56	\$ 2,791.39	\$ 16,499.95	66.00%	
670	1800	205351	Main Plant Parts	\$ 7,000.00	\$ 3,776.06	\$ 4.85	\$ 3,780.91	54.01%	
670	1800	205352	Main Plant Consumables	\$ 37,000.00	\$ 12,765.76	\$ 2,050.65	\$ 14,816.41	40.04%	
670	1800	205353	Main Plant Outside Services	\$ 20,000.00	\$ 27,882.68	\$ 445.77	\$ 28,328.45	141.64%	
670	1800	205361	Parts	\$ 20,000.00	\$ 4,790.43	\$ 372.92	\$ 5,163.35	25.82%	
670	1800	205362	Consumables	\$ 1,000.00	\$ 2,433.61	\$ 5.25	\$ 2,438.86	243.89%	
670	1800	205363	Outside Services	\$ 25,000.00	\$ 7,936.43	\$ 1,536.00	\$ 9,472.43	37.89%	
670	1800	205470	Equipment Repair/Maintenance	\$ -	\$ 110.59	\$ -	\$ 110.59	0.00%	
670	1800	205474	Mowing	\$ 1,500.00	\$ 1,619.00	\$ -	\$ 1,619.00	107.93%	
670	1800	205475	Tree Removal/Trimming	\$ 10,000.00	\$ 106.56	\$ -	\$ 106.56	1.07%	
670	1800	208000	Operating Contingency	\$ 25,000.00	\$ -	\$ -	\$ -	0.00%	
			MATERIALS AND SERVICES	\$ 297,900.00	\$ 144,912.81	\$ 23,692.47	\$ 168,605.28	56.60%	
670	1800	217126	Transfer out Cap Res	\$ 200,000.00	\$ 100,000.00	\$ -	\$ 100,000.00	50.00%	Quarterly transfer to 670-1805
			TRANSFERS	\$ 200,000.00	\$ 100,000.00	\$ -	\$ 100,000.00	50.00%	
			EXPENSE	\$ 940,800.00	\$ 408,781.69	\$ 47,044.96	\$ 455,826.65	48.45%	
			Revenue Total	\$ 1,077,239.55	\$ 716,228.26	\$ 68,553.43	\$ 784,781.69	72.85%	
			Expense Total	\$ 940,800.00	\$ 408,781.69	\$ 47,044.96	\$ 455,826.65	48.45%	
			NET GAIN/(LOSS)	\$ 136,439.55	\$ 307,446.57	\$ 21,508.47	\$ 328,955.04	241.10%	

Wastewater Capital Reserve 670-1805

Monthly Financial Detail Report

FEBRUARY 2024

Printed: 03/08/2024

Period 08

Fiscal Year 2023

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
670	1805	300101	Beginning Balance	\$ 983,008.52	\$ 1,056,946.44	\$ -	\$ 1,056,946.44	107.52%	Beginning Balance - Unaudited
670	1805	301500	Interest Earned	\$ 27,000.00	\$ 33,406.93	\$ 5,484.00	\$ 38,890.93	144.04%	LGIP Interest Earned
670	1805	314866	Urban Renewal Contribution	\$ 400,000.00	\$ 200,000.00	\$ -	\$ 200,000.00	50.00%	Quarterly transfer from 900-9000
670	1805	314876	Transfer in Wastewater Service	\$ 200,000.00	\$ 100,000.00	\$ -	\$ 100,000.00	50.00%	Wastewater Master Plan - Qtrly Transfer from 670-1800
REVENUE				\$ 1,610,008.52	\$ 1,390,353.37	\$ 5,484.00	\$ 1,395,837.37	86.70%	
670	1805	105110	Water Lead	\$ -	\$ 88.92	\$ -	\$ 88.92	0.00%	
670	1805	105111	Wastewater Lead	\$ 10,000.00	\$ 3,356.63	\$ 311.21	\$ 3,667.84	36.68%	
670	1805	105114	Field Utility A	\$ -	\$ -	\$ -	\$ -	0.00%	
670	1805	105121	Field Utility Journeyman	\$ -	\$ 15.12	\$ -	\$ 15.12	0.00%	
670	1805	105122	Field Utility B	\$ -	\$ 9.62	\$ -	\$ 9.62	0.00%	
670	1805	105140	Fringe Benefits	\$ 1,000.00	\$ 252.62	\$ 22.63	\$ 275.25	27.53%	
670	1805	105141	Insurance Benefits	\$ 3,300.00	\$ 805.12	\$ 72.00	\$ 877.12	26.58%	
670	1805	105142	Regular PERS System	\$ 1,600.00	\$ 448.54	\$ 40.29	\$ 488.83	30.55%	
670	1805		PERSONNEL	\$ 15,900.00	\$ 4,976.57	\$ 446.13	\$ 5,422.70	34.11%	
670	1805	407921	Capital Outlay - Infrastructure Systems	\$ 480,000.00	\$ 69,901.71	\$ 73,355.17	\$ 143,256.88	29.85%	FEB: Jack's Overhead Door \$69,912.50, Westech Engineering \$357.67, Civil West Engineering \$3085.
670	1805	407941	Capital Outlay - Equipment	\$ 210,000.00	\$ 44,121.60	\$ -	\$ 44,121.60	21.01%	
CAPITAL OUTLAY				\$ 690,000.00	\$ 114,023.31	\$ 73,355.17	\$ 187,378.48	27.16%	
EXPENSE				\$ 705,900.00	\$ 118,999.88	\$ 73,801.30	\$ 192,801.18	27.31%	
Revenue Total				\$ 1,610,008.52	\$ 1,390,353.37	\$ 5,484.00	\$ 1,395,837.37	86.70%	
Expense Total				\$ 705,900.00	\$ 118,999.88	\$ 73,801.30	\$ 192,801.18	27.31%	
NET GAIN/(LOSS)				\$ 904,108.52	\$ 1,271,353.49	\$ (68,317.30)	\$ 1,203,036.19	133.06%	

SDC-Admin 160-1605

Monthly Financial Detail Report

FEBRUARY 2024

Printed: 03/08/2024

Period 08

Fiscal Year 2023

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
160	1605	300101	Beginning Fund Balance	\$ 811,525.06	\$ 814,536.39	\$ -	\$ 814,536.39	100.37%	Beginning Balance - Unaudited
160	1605	301500	Interest Earned	\$ 18,000.00	\$ 14,634.11	\$ 2,229.60	\$ 16,863.71	93.69%	LGIP Interest
160	1605	304341	SDC Water Improvements	\$ 8,700.00	\$ 17,580.76	\$ -	\$ 17,580.76	202.08%	
160	1605	304342	SDC Water Reimbursements	\$ 5,400.00	\$ 10,761.27	\$ -	\$ 10,761.27	199.28%	
160	1605	304343	SDC Wastewater Reimbursement	\$ 14,000.00	\$ 28,448.10	\$ -	\$ 28,448.10	203.20%	
160	1605	304344	SDC Storm Drain Improvement	\$ 4,200.00	\$ 12,520.00	\$ -	\$ 12,520.00	298.10%	
160	1605	304435	LID Assessments	\$ 10,000.00	\$ 4,610.57	\$ -	\$ 4,610.57	46.11%	
			REVENUE	\$ 871,825.06	\$ 903,091.20	\$ 2,229.60	\$ 905,320.80	103.84%	
160	1605	217126	Transfer out Cap Res	\$ 49,000.00	\$ 24,500.00	\$ -	\$ 24,500.00	50.00%	Quarterly Transfer to 660-1705
			TRANSFERS	\$ 49,000.00	\$ 24,500.00	\$ -	\$ 24,500.00	50.00%	
			EXPENSE	\$ 49,000.00	\$ 24,500.00	\$ -	\$ 24,500.00	50.00%	
			Revenue Total	\$ 871,825.06	\$ 903,091.20	\$ 2,229.60	\$ 905,320.80	103.84%	
			Expense Total	\$ 49,000.00	\$ 24,500.00	\$ -	\$ 24,500.00	50.00%	
			NET GAIN/(LOSS)	\$ 822,825.06	\$ 878,591.20	\$ 2,229.60	\$ 880,820.80	107.05%	

THIS EMAIL WAS TO PARKS & COMMONS COMMISSION - PASSED ON TO PW&SC

Hello Meg,

As you are the Chairman of the Parks and Commons Commission I am reaching out to you regarding my desire to see a daytime public restroom facility to be made available at or in the vicinity of the Commons. My friend and neighbor, Don Phipps who is a member of the Public Works and Streets Commission, shared with me that he presented the need for public restrooms during a recent PESC meeting. For the last 5 years my wife and I have been vendors at the Yachats Farmers Market where at our booth, Dancing Lizard Gardens, we offer both hardy and tender container planted succulents. During our five year tenure as vendors at the market we have met hundreds of folks. While many local residents visit our booth, the vast majority of people that come to the market are non-resident tourists. During a typical Sunday at the market I get the common question, where is a restroom. The only response I have is to point to a port-a-potty behind the Commons. Often the port-a-potty has not had a recent servicing. I asked the Market Manager if the restrooms inside the commons could be made available for visitors. I was told that the City does not want to give access to those commons restrooms unless there is an event going on inside. I recommend that commission consider either building public restrooms adjacent to the commons or provide access to the existing restrooms inside during reasonable daytime hours.

I would be happy to discuss this further by phone, feel free to call me.

Thank you,

David Diamond

[955 Hanley Drive](#)

[Yachats](#)

NOTES:
* \$100,000 approved Grant