

1. 2:00 P.M. Agenda

Documents:

[2024-11-12 Public Works And Streets Agenda.pdf](#)

2. Meeting Material

[2024-09--Financial-Report-Public-Works](#)

Documents:

[2024 October Public Works Report.pdf](#)

[Water Report October 2024.Pdf](#)

[2024-10-08 PWS Minute Summary.pdf](#)

3. Additional Documents Added After Meeting

Documents:

[5-Year Water With Out Finance Commity Review.pdf](#)



CITY OF YACHATS
PUBLIC WORKS & STREETS COMMISSION MEETING
Tuesday, November 12, 2024 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. Commissioners Seats: To Renew or not – Seats C, E & F expire 12/24
- III. Citizen's Concerns**
- IV. Reports**
 - a. Meeting Summary (Information only)
 - b. Fire Dept Report
 - c. Emergency Preparedness Committee Report (Linn)
 - d. Public Works Report (Rick & Dave)
 - e. Finance Report (Don G)
- V. Current Business**
 - a. Review 5yr CIP Projects for 2025-2026 as presented to Council (Rick)
 - b. 1M Gal. Reservoir Site on Diversity Drive (Rick)
 - c. Adopt -A-Hydrant Project – update (Linn)
- VI. New Business**
 - a. County Request for City to take over a portion of Yachats River Road (Rick)
- VII. Other Business**
 - a. From Commission
 - b. From Staff
- VIII. Next Meeting**
 - a. December 10, 2024
 - i. Review CIP projects 2025-2026 (Don G)

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 11/05/2024 By: Kimmie Jackson, Recorder



Date: November 8, 2024

To: Bobbi Price, City Manager

From: Public Works Department

Re: October 2024 Public Works Report

Rainfall at Yachats Public Works:

	2024	<u>Inches</u> 2023	2022	2021
October	6.71	3.82	2.35	6.74
Rain year to date:	56.04	41.47	38.83	39.25

Total water produced: **3,791,600** gallons

Total water accounted for: **3,433,969** gallons Water loss efficiency: **91.0 %**

Total wastewater treated: **3.656,000** gallons

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

Streets:

- Side arm mowing and brush cutting.
- Potholes filled at the LLCM, street cut on Beach Street and 9th Street.
- Installed asphalt berm on Loma Ave.

Storm Drainage:

- Storm drain repair on Greenhill.
- Riverside lift station area drainage repair.

Water Treatment Plant:

- Water systems operations.
- Water plant maintc.
- Reedy Creek headworks Inspection.

- Repairing the road to the Raw Reservoir.
- Meter replacement at Smelt Sands Park.

Distribution Sys:

- Meter reading and rereads.
- Meter maintc.
- Leak investigations.
- Water pump station maintc.
- Water service installation on Saki.
- Fire hydrant inventory.
- Public Works and South Lincoln training on the water system connection.
- Installed new water services on E. 9th Street, Hwy 101 N.,
- Completed Lead & Copper investigations required by OHA.
- New lid placed on the Blackstone reservoir.
- Repaired a major water main break on King Street.
- Brush cut around the Raw water reservoir.

Wastewater Treatment Plant:

- Wastewater systems operations.
- Plant maintc. & clean-up.
- Biosolids operations.
- Digester deck repair.

Collection Sys:

- Lift station inspections.
- Degreased lift stations.
- Repaired pump #3 at Main lift station.

Public Works:

- Shop maintc. and clean up.
- Fleet maintc. & repair.
- Equipment maintc. & repair and fueling.
- Multiple locates.
- Brush box handling.
- PW administration.
- Piles picked up for Trails crew.
- Garbage removal at the Commons.
- Samples to Newport.
- City Hall and Commons work.
- PW yard organizing.
- Added a third concrete block to the intersection of Beach Street and 1st Street.
- Work on the Commons bathroom door.

- GIS mapping of city assets.
- City Hall surplus assist.
- Installed Community Events banners.
- Work on the Pallet Shelter sewer service.
- Returned rented mini excavator to Florence.
- Installed two new benches at the Pavillion.
- Event banners hung and removed at the Pavillion.
- Brush cut escallonia at city right-of-way East of the WWTP.



	1.2024	2.2024	3.2024	4.2024	5.2024	6.2024	7.2024	8.2024	9.2024	10.2024
Gallons of Water Produced										
Water Plant	3,261,300	2,901,000	2,838,100	3,314,600	3,387,700	4,066,000	5,269,800	4,578,900	4,401,455	3,791,600
Total	3,261,300	2,901,000	2,838,100	3,314,600	3,387,700	4,066,000	5,269,800	4,578,900	4,401,455	3,791,600
Gallons of Accounted for Water										
Reservoir Level Feet	28.5	28.5	28.6	26.2	27.5	24.2	29.9	26.4	30	30
Reservoir +/- Gallons 41,666 per Foot	0	0	0	99,998	54,165	137,497	179,163	145,831	149,997	0
Waterline Flushing Gallons	0	0	0			0	0	0	0	110,000
Gallons Sold	3,140,312	3,258,736	2,574,929	3,643,350	3,141,314	4,058,588	5,842,500	4,551,138	4,361,200	3,323,969
Total Water Accounted for	3,140,312	3,258,736	2,574,929	3,543,352	3,195,479	3,921,091	6,021,663	4,405,307	4,211,203	3,433,969
Final Water Report										
Water Loss Efficiency	96%		90%		94%	96.4	na	96.2	95.6%	91%
Unaccounted Gallons per Month	120,988		263,171		192,221	144,909	na	173,593	190,252	357,631
Unaccounted Gallons per Minute	2.8		6.1		4.4	3.4	na	4	4.4	8.2



CITY OF YACHATS
PUBLIC WORKS & STREETS COMMISSION
SUMMARY MINUTES
October 8, 2024

The regular meeting of the Public Works & Streets Commission was called to order by Chair Linn West at 2:00 p.m. in the Civic Meeting Room of the Yachats Commons. Members present: Co-Chair Don Groth, Commissioner Bob Bennett, Commissioner Kevin Erdahl, Commissioner Don Phipps, Commissioner Jim Welch, and Alex Cox; Staff: Rick McClung, Water Lead and Kimmie Jackson, Recorder
Audience: 14

Meeting Called to Order

Announcements & Correspondence –

Announced the upcoming surplus sale, mentioning the item list was online.

Citizens' Concerns - None

South Tank Annex, Fire Hydrants, and Assembly Area Access

The team decided against shifting the south tank annex due to map issues but considered establishing a road for better assembly area access. Public Works reported on successful projects like water service installations and playground equipment. Concerns were raised over fire hydrant adequacy on certain streets.

Concerns were raised about fire hydrant adequacy and forest fire risks. It was suggested deferring to the fire department for hydrant locations. The team agreed to form a committee to review the hydrant map with the fire department. It was discussed installing manholes on Hanley Road; Public Works provided an update on the road paving project, stating the contract is signed and they aim to complete it this fiscal year, focusing on areas like Radar Road and Green Hill. The team agreed to update the project list with final decisions and start a new list for the next fiscal year, carrying over unfinished projects.

Engineer of Record Selection

The commission discussed selecting an Engineer of Record to be the city's go-to company for most projects, suggesting a task force to review proposals and conduct interviews; it was mentioned retiring engineers and increasing workload, necessitating additional staff; also discussed an Oregon Health Authority project inventorying lead and copper pipes in older homes, expressing concerns about timeline and potential staffing needs.

Project Progress and Infrastructure Improvements

1 Commission discussed the progress of a project involving extra city funds and successful
2 collaboration with the city manager, council, and South Lincoln's Board; highlighted the
3 potential benefits of the project, such as eliminating phases and incorporating water from
4 hotels into the city's water supply. It was also mentioned the need for a crosswalk at a
5 specific location, which would require engineering design and additional safety features;
6 it was acknowledged the high cost of installing crosswalks and suggested discussing the
7 installation of a crosswalk at Prospect with ODOT due to expected increased pedestrian
8 traffic; and emphasized the need to focus on one issue at a time and improve current
9 processes before considering additional measures. It was pointed out the lack of proper
10 sidewalk divisions and the need for drivers to slow down before entering the commercial
11 district.

12 13 **Reservoir Project and Affordable Housing Discussion**

14 Commission discussed a potential reservoir project cost on Yachats River Road with no
15 previous landslides and rock fragments at 10 feet depth; proposed giving the community
16 a month to consider the project, which could include affordable housing to attract grants;
17 also mentioned a "shovel ready" project involving a flashing crosswalk and affordable
18 housing subdivision, aligning with the mayor's initiatives. The project is within city limits
19 and is identified in the report.

20
21 The Commission discussed the need for seismic retrofitting of current tanks costing
22 around \$10 million and a potential transmission line from the existing reservoir funded by
23 grants. Undergrounding power on Ocean View Drive and public input were also
24 mentioned.

25 26 **Improving Boardwalk Lighting and Pedestrian Safety**

27 The Commission discussed the need for better lighting along boardwalks and streets,
28 suggesting uniform streetlights and possibly underground power lines; the potential for
29 colored lights along pathways and the idea of underground lighting, noting the significant
30 cost of underground power lines but its potential protection during storms. also discussed
31 several ongoing projects, including the Stormwater Master Plan, Public Works Standards,
32 and the Adopt a Hydrant project; a new form will be created to reduce the city's workload
33 by having volunteers maintain fire hydrants; it needs to be finalized regarding the format
34 and decide on equipment and paint provision. Lastly, the issue of pedestrian safety,
35 mentioning a potential solution involving flashing lights, though the cost was estimated to
36 be around 30,000 for the lighting system.

37
38 the discussion continued around the goals for the pedestrian network in Yachats,
39 emphasizing the importance of providing safe and seamless pedestrian access, reducing
40 traffic congestion, and increasing property value; it was highlighted successful
41 communication with key ODOT personnel and proposed four key areas for focus,
42 including lowering speed limits to 25 mph and providing a transitional speed zone;
43 outlined the process for requesting a speed zone investigation from ODOT, which could
44 take several years, and expressed their willingness to lobby city councilors for speed limit
45 reduction. The conversation ended with the understanding that the 25 mile an hour buffer
46 zone issue was still under consideration.



1 The discussion also covered sidewalk implementation in commercial areas north of the
2 bridge, with suggesting challenges due to the mixed-use nature. The project aligns with
3 the city's 2024 goals for safe access, and parts are already in progress.

4
5 The last item discussion was around the finance reports, it was reported high street
6 project activity funded by highway tax dollars and upcoming transfers to cover previous
7 expenses; and planned to review RFP responses within an identified timeframe.

8 9 10 **Next Steps**

- McClung to submit the form to ODOT requesting a speed zone investigation for reducing speed limits to 25 mph throughout Yachats.
- McClung to contact ODOT about requirements for applying for a permit to install speed monitoring devices.
- Phipps to follow up with the City Manager on progress of submitting the 25-mph speed reduction request to ODOT.
- McClung to get cost estimates for crosswalk installation once the permit process is signed.
- McClung to look into grant opportunities for funding crosswalk and sidewalk projects.
- Finalize the format for the Adopt-a-Hydrant program.
- Commissioners to review current City Council goals and prepare recommendations for next year's goals for discussion at the November meeting.
- McClung to task the engineer for cost estimates on undergrounding power on Ocean View Drive.
- Explore options for lighting along the boardwalk area after undergrounding the power.
- McClung and Morphis to complete and resubmit grant application for Ocean View Drive project by end of year.
- Phipps to contact City Manager about moving forward with 25 mph speed limit request process.
- McClung to follow up on stormwater master plan comments with engineers.
- Coordinate with Fire Department on identifying locations for new fire hydrants.
- Phipps to obtain Phase 2 and 3 documentations from ODOT regarding sidewalk plans.

11 **Meeting adjourned at 3:45pm**

12
13 **Kimmie Jackson, Recorder**

Water

Fiscal Year

MP Priority	Year	Projects	Original Estimated							
			Cost	24-25	25-26	26-27	27-28	28-29	29-30	30+
0	24/25	SCADA Upgrade	60,000	30,000	30,000	30,000	30,000	30,000	30,000	
0	24/25	WTP Upgrade CIP Annually	30,000	30,000	30,000	30,000	30,000	30,000	30,000	
0	24/25	Public Works Slide Gate	15,000	15,000						
0	24/25	Annual Hydrant Replacements	6,000	6,000	6,000	6,000				
0	24/25	Property Acquisition, surveys, geotech	250,000	250,000						
1	24/25	E 2nd Street Loma to Yachats River Rd Construction	150,000	75,000	75,000					
1	24/25	WTP Clarifier Rehab Drives	250,000	250,000						
0	24/25	Water Treatment Plant Fence	20,000	20,000						
0	24/25	Blackstone 126 res Fence	25,000	25,000						
0	24/25	Water Booster Stations Gensets	70,000	70,000						
1	24/25	SWLCWPUD	70,000	70,000	200,000	200,000	200,000	200,000	200,000	
2	25/26	3rd Street Waterline	167,000			167,000				
2	25/26	Pontiac Water line	88,000				88,000			
1	26/27	Combs Circle PRV Rehab	40,000			40,000				
1	26/27	System PRV upgrades	50,000		50,000					
1	26/27	WTP Electrical Control Systems	814,000						814,000	
0	27/28	Raw Reservoir Development on New property	?				?			
1	28/29	Reedy Cr Raw Water Line	208,000					208,000		
1	30+	1,000,000g reservoir replacement	6,000,000							6,000,000
1	30+	200000g reservoir replacement	2,000,000							2,000,000
		Total	\$10,313,000	\$841,000	\$391,000	\$473,000	\$348,000	\$468,000	\$1,074,000	\$8,000,000