1. Agenda

   Documents:

   2017-08-08 Public Works And Streets Agenda.pdf

2. Meeting Materials

   Documents:

   2017-7-31 Financial Report.pdf
   2017-08-08 Public Works Department Report.pdf

CITY OF YACHATS

PUBLIC WORKS & STREETS COMMISSION MEETING

441 Hwy 101 N., Yachats Commons, Room 1

Tuesday, August 8, 2017 at 3:00pm

AGENDA

I. Meeting called to order

II. Minutes of July 11, 2017

III. Reports
- A. South Tank Project
- B. Public Works Department
- D. Solid Waste District Advisory Council

IV. Business

A.	Clean Sweep	DISCUSSION
B.	Eclipse – trash cleanup?	DISCUSSION
C.	Traffic flow and E 2nd & Prospect	DISCUSSION / VOTE
D.	Paving E 2nd and maybe Prospect	DISCUSSION / VOTE

V. Other Business
- A. From the Commission
- B. From the Floor

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 at City Hall, or 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: 08/07/17

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
		R E V E N U E S				
3-01-0101	CASH CARRY FORWARD	--	--	--	--	0
	REVENUE					0
3-30-1500		--	--	--	--	0
3-30-4650	STATE HIGHWAY ALLOCATION	44,000	3,807.06	3,807.06	40,192.94	9
3-30-4852	TEMP INVEST EARNINGS	--	--	--	--	0
3-30-4861	OPS TRANS FROM GEN FUND	--	--	--	--	0
	REVENUE	44,000	3,807.06	3,807.06	40,192.94	9
3-60-4861	OP TRANSFER GENERAL FUND	16,600	--	--	16,600.00	0
	OPERATING TRANSFERS	16,600			16,600.00	0
T O T A L DEPT 121 R E V E N U E		60,600	3,807.06	3,807.06	56,792.94	6
		E X P E N S E S				
5-10-5160	ALLOCATED LABOR	27,000	5,849.28	5,849.28	21,150.72	22
	PERSONNEL SERVICES	27,000	5,849.28	5,849.28	21,150.72	22
5-20-5222	INSURANCE	1,400	--	--	1,400.00	0
5-20-5311	EQUIPMENT LEASE	--	--	--	--	0
5-20-5312	EQUIP-FUEL/TIRES/PARTS	4,000	142.41	142.41	3,857.59	4
5-20-5313	EQUIPMENT REPAIR	1,500	142.33	142.33	1,357.67	9
5-20-5317	TOOLS & SMALL EQUIPMENT	200	79.52	79.52	120.48	40
5-20-5341	PLANT/SYSTEM OPERATIONS	500	4.56	4.56	495.44	1
5-20-5353	MOWING/OTHER SERVICES	22,000	2,142.00	2,142.00	19,858.00	10
	MATERIALS AND SERVICES	29,600	2,510.82	2,510.82	27,089.18	8
5-40-7921	STREET IMPROVEMENTS	--	--	--	--	0
	CAPITAL OUTLAY					0
5-60-7126	INTERFUND TRANS: CAP RSRV	4,000	--	--	4,000.00	0
	INTERFUND TRANSFERS	4,000			4,000.00	0
	TOTAL PERSONAL SERVICES	27,000	5,849.28	5,849.28	21,150.72	22
	TOTAL MATERIAL & SERV	29,600	2,510.82	2,510.82	27,089.18	8
	TOTAL CAPITAL OUTLAY					0
	TOTAL ALL OTHER	4,000			4,000.00	0
T O T A L DEPT 121 E X P E N D I T U R E		60,600	8,360.10	8,360.10	52,239.90	14

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
		R E V E N U E S				
3-01-0101	CASH CARRY FORWARD	--	--	--	--	0
	REVENUE					0
3-30-4342	STORM DRAIN IMPROVEMENTS	--	--	--	--	0
	REVENUE					0
3-60-4861	OP TRANSFER FROM GENERAL	12,800	--	--	12,800.00	0
	OPERATING TRANSFERS	12,800			12,800.00	0
T O T A L DEPT 130 R E V E N U E		12,800			12,800.00	0
		E X P E N S E S				
5-10-5160	ALLOCATED LABOR	4,800	1,393.60	1,393.60	3,406.40	29
	PERSONNEL SERVICES	4,800	1,393.60	1,393.60	3,406.40	29
5-20-5317	TOOLS & SMALL EQUIPMENT	500	--	--	500.00	0
5-20-5341	PLANT/SYSTEM OPERATIONS	7,500	--	--	7,500.00	0
	MATERIALS AND SERVICES	8,000			8,000.00	0
	TOTAL PERSONAL SERVICES	4,800	1,393.60	1,393.60	3,406.40	29
	TOTAL MATERIAL & SERV	8,000			8,000.00	0
	TOTAL CAPITAL OUTLAY					0
	TOTAL ALL OTHER					0
T O T A L DEPT 130 E X P E N D I T U R E		12,800	1,393.60	1,393.60	11,406.40	11

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
		R E V E N U E S				
3-01-0101	CCF WATER FUND	--	--	--	--	0
	REVENUE					0
3-30-1500	INTEREST EARNED	--	--	--	--	0
3-30-4310	WATER/SEWER SERVICE	590,000	48,159.81	48,159.81	541,840.19	8
3-30-4312	CAPITAL RESERVE FEES	40,000	3,092.70	3,092.70	36,907.30	8
3-30-4320	INSTALLATION CHARGES	2,000	--	--	2,000.00	0
3-30-4342	WATER IMPROVEMENTS	--	--	--	--	0
3-30-4450	FEES: CREDIT CARDS	3,000-	--	--	3,000.00-	0
3-30-4852	EARNINGS FROM TEMP INVEST	--	--	--	--	0
	REVENUE	629,000	51,252.51	51,252.51	577,747.49	8
T O T A L DEPT 160 R E V E N U E		629,000	51,252.51	51,252.51	577,747.49	8
		E X P E N S E S				
5-10-5160	ALLOCATED LABOR	338,500	19,117.67	19,117.67	319,382.33	6
	PERSONNEL SERVICES	338,500	19,117.67	19,117.67	319,382.33	6
5-20-5210	DUES/MEMBERSHIPS/FEES	1,200	557.00	557.00	643.00	46
5-20-5222	INSURANCE	10,000	--	--	10,000.00	0
5-20-5240	OFFICE MATERIALS/SUPPLIES	4,800	--	--	4,800.00	0
5-20-5251	OFFICE PHONE/CELL/DSL	9,000	930.03	930.03	8,069.97	10
5-20-5253	POSTAGE	5,000	29.95	29.95	4,970.05	1
5-20-5255	EDUCATION & TRAINING	1,500	97.50	97.50	1,402.50	7
5-20-5258	ENGINEERING SERVICES	1,000	--	--	1,000.00	0
5-20-5259	IT VENDOR SUPPORT	3,500	216.67	216.67	3,283.33	6
5-20-5260	PROFESSIONAL SERVICES	5,000	3,613.67	3,613.67	1,386.33	72
5-20-5261	AUDITOR	6,000	--	--	6,000.00	0
5-20-5270	TRAVEL	1,000	535.60	535.60	464.40	54
5-20-5311	EQUIPMENT LEASE	1,500	207.65	207.65	1,292.35	14
5-20-5312	EQUIP-FUEL/TIRES/PARTS	2,000	142.41	142.41	1,857.59	7
5-20-5313	EQUIPMENT REPAIR	3,500	209.50	209.50	3,290.50	6
5-20-5317	TOOLS & SMALL EQUIPMENT	1,000	--	--	1,000.00	0
5-20-5330	BUILDING OR LAND MAINTEN	5,000	64.77	64.77	4,935.23	1
5-20-5335	CUSTODIAL SUPPORT/SUPPLY	500	--	--	500.00	0
5-20-5341	PLANT/SYSTEM OPERATIONS	--	--	--	--	0
5-20-5342	PLANT UTILITIES	21,000	1,706.97	1,706.97	19,293.03	8
5-20-5344	PLANT & SYSTEM MAINT	--	--	--	--	0
5-20-5351	MAIN PLANT PARTS	3,000	--	--	3,000.00	0
5-20-5352	MAIN PLANT CONSUMABLES	9,000	2,039.16	2,039.16	6,960.84	23
5-20-5353	MAIN PLANT OUTSIDE SVCS	37,000	462.70	462.70	36,537.30	1
5-20-5361	DISTRIBUTION SYSTEM PARTS	10,000	905.39	905.39	9,094.61	9
5-20-5362	DISTRIBUTION SYS CONSUMAB	1,500	100.00	100.00	1,400.00	7
5-20-5363	COLL/DIST SYS OUTSIDE SVC	1,000	1,095.37	1,095.37	95.37-	110
5-20-5440	OFFICE EXPENSES - OTHER	3,000	177.67	177.67	2,822.33	6
5-20-5470	EQUIPMENT REPAIR/MTC	--	362.50	362.50	362.50-	0
	MATERIALS AND SERVICES	147,000	13,454.51	13,454.51	133,545.49	9
5-50-5800	CONTINGENCIES	17,500	--	--	17,500.00	0

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
	OTHER USES	17,500			17,500.00	0
5-60-7126	INTERFUND TRANS: CAP RSRV	78,000	--	--	78,000.00	0
5-60-7129	INT TRANS -RESTRICT RESER	43,000	--	--	43,000.00	0
5-60-7131	INT FUND -STREET CAPITAL	5,000	--	--	5,000.00	0
	INTERFUND TRANSFERS	126,000			126,000.00	0
5-70-5720	INTEREST PAYMENTS	--	--	--	--	0
5-70-7630	PRINCIPAL PAYMENTS	--	--	--	--	0
5-70-7635	FEE: DEBT SERVICE	--	--	--	--	0
	DEBT SERVICE					0
	TOTAL PERSONAL SERVICES	338,500	19,117.67	19,117.67	319,382.33	6
	TOTAL MATERIAL & SERV	147,000	13,454.51	13,454.51	133,545.49	9
	TOTAL CAPITAL OUTLAY					0
	TOTAL ALL OTHER	143,500			143,500.00	0
T O T A L DEPT 160 E X P E N D I T U R E		629,000	32,572.18	32,572.18	596,427.82	5

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
			R E V E N U E S			
3-01-0101	CASH CARRY FORWARD	--	--	--	--	0
	REVENUE					0
3-30-1500	INTEREST EARNED	--	--	--	--	0
3-30-4310	SEWER SERVICE	569,000	46,234.48	46,234.48	522,765.52	8
3-30-4312	CAPITAL RESERVE FEE	40,000	2,928.13	2,928.13	37,071.87	7
3-30-4320	INSTALLATION CHARGES	500	27.75	27.75	472.25	6
3-30-4450	FEES: CREDIT CARDS	3,000-	--	--	3,000.00-	0
3-30-4852	TEMP INVEST EARNINGS	--	--	--	--	0
3-30-4869	FINANCIAL SOURCES - OTHER	--	--	--	--	0
	REVENUE	606,500	49,190.36	49,190.36	557,309.64	8
T O T A L DEPT 170 R E V E N U E		606,500	49,190.36	49,190.36	557,309.64	8
			E X P E N S E S			
5-10-5160	ALLOCATED LABOR	295,800	24,966.95	24,966.95	270,833.05	8
	PERSONNEL SERVICES	295,800	24,966.95	24,966.95	270,833.05	8
5-20-5210	DUES/MEMBERSHIPS/FEES	300	--	--	300.00	0
5-20-5211	DEQ FEES	2,200	--	--	2,200.00	0
5-20-5222	INSURANCE	14,000	--	--	14,000.00	0
5-20-5240	OFFICE MATERIALS/SUPPLIES	7,200	--	--	7,200.00	0
5-20-5251	OFFICE PHONE/CELL/DSL	6,000	604.92	604.92	5,395.08	10
5-20-5253	POSTAGE	5,000	40.46	40.46	4,959.54	1
5-20-5255	EDUCATION & TRAINING	500	97.50	97.50	402.50	20
5-20-5258	ENGINEERING SERVICES	5,000	--	--	5,000.00	0
5-20-5259	IT VENDOR SUPPORT	5,500	216.66	216.66	5,283.34	4
5-20-5260	PROFESSIONAL SERVICES	--	3,613.68	3,613.68	3,613.68-	0
5-20-5261	AUDITOR	6,000	--	--	6,000.00	0
5-20-5270	TRAVEL	100	54.84	54.84	45.16	55
5-20-5311	EQUIPMENT LEASE	1,500	155.31	155.31	1,344.69	10
5-20-5312	EQUIP-FUEL/TIRES/PARTS	2,500	194.74	194.74	2,305.26	8
5-20-5313	EQUIPMENT REPAIR	9,000	268.32	268.32	8,731.68	3
5-20-5317	TOOLS & SMALL EQUIPMENT	1,000	--	--	1,000.00	0
5-20-5330	BUILDING OR LAND MAINTEN	1,500	64.77	64.77	1,435.23	4
5-20-5335	CUSTODIAL SUPPORT/SUPPLY	500	--	--	500.00	0
5-20-5341	PLANT/SYSTEM OPERATIONS	--	--	--	--	0
5-20-5342	PLANT UTILITIES	30,000	2,107.58	2,107.58	27,892.42	7
5-20-5351	MAIN PLANT PARTS	20,000	--	--	20,000.00	0
5-20-5352	MAIN PLANT CONSUMABLES	5,000	2,785.19	2,785.19	2,214.81	56
5-20-5353	MAIN PLANT OUTSIDE SVCS	10,000	2,053.84	2,053.84	7,946.16	21
5-20-5361	COLLECTION SYSTEM PARTS	5,000	635.68	635.68	4,364.32	13
5-20-5362	COLL/DIST SYS CONSUMABLES	2,500	103.87	103.87	2,396.13	4
5-20-5363	COLL SYSTEM OUTSIDE SERVI	15,000	11.49	11.49	14,988.51	0
5-20-5470	EQUIPMENT REPAIR/MTC	--	362.50	362.50	362.50-	0
	MATERIALS AND SERVICES	155,300	13,371.35	13,371.35	141,928.65	9
5-40-5641	CAP OUT: EQUIPMENT	--	--	--	--	0
	CAPITAL OUTLAY					0

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
5-50-5800	CONTINGENCIES	10,000	--	--	10,000.00	0
	OTHER USES	10,000			10,000.00	0
5-60-7126	INTERFUND TRANS: CAP RSRV	80,400	--	--	80,400.00	0
5-60-7129	INTERFUND TRANS-DEBT SERV	60,000	--	--	60,000.00	0
5-60-7131	INT FUND -STREET CAPITAL	5,000	--	--	5,000.00	0
	INTERFUND TRANSFERS	145,400			145,400.00	0
	TOTAL PERSONAL SERVICES	295,800	24,966.95	24,966.95	270,833.05	8
	TOTAL MATERIAL & SERV	155,300	13,371.35	13,371.35	141,928.65	9
	TOTAL CAPITAL OUTLAY					0
	TOTAL ALL OTHER	155,400			155,400.00	0
T O T A L DEPT 170 E X P E N D I T U R E		606,500	38,338.30	38,338.30	568,161.70	6

Date: August 6, 2017

To: Joan Davies City Manager
From: Public Works
Re: July 2017 Public Works Report

Total Rain fall for the month of July 2017: **0.11** inches
Wastewater treated for the month of July 2017: **4,045,000** gallons
Water production for the month of July 2017: **4,650,000** gallons

Streets:

- Flail (side-arm) mowed King St., Radar Rd., Crestview Dr., Cedar Ave., Driftwood Lane, working on Horizon Hill Rd.
- US flags taken down and banners replaced; 3 man hours.
- Repaired and reinstalled "Dead End" sign on Spruce St.
- Removed grindings from lower end of Crestview Dr. and placed on Pacific View Dr.
- Moved grindings from 4th St. to Public Works Yard.
- Cleaned parking area on 4th St.
- Painted and installed tire stops in new parking area on 4th St. next to sea lion.
- Filled pot holes on East 2nd St.
- Painted curbs on West 2nd St.

Water:

- Water plant maintenance.
- Installed V-notch weir at the Salmon Creek raw water intake.

Distribution System:

- Meter maintenance.
- Water service installed on Shell St.

Sewer:

- Wastewater Plant maintenance.
- Four loads of biosolids to Heard Farms.

Sewer CIP:

- Back-hoe is being put out for bid
- Looking at a possible used 5-yard dump truck in Boring, Oregon.

Collection System:

- Greased pump stations, 15 manhours.
- Uncovered paved-over manhole covers—two on King St. and one on Green Hill Dr.
- CCTV'd 450 feet of 8-inch sewer main on King St. and at the top of Horizon Hill.

Storm Drainage:

- No Drainage System work done in July 2017.

Parks & Commons:

- Cleaned up broken glass at the picnic shelter.
- Removed "RV Parking" signs from 5th St.
- Repaired and installed locks on cover of sink and electric panel in the picnic shelter.
- Installed doggy bag post and box at the Little Log Church.
- Hauled pickup load of recyclables to Dahls.

Public Works:

- Six 5-yard loads of yard debris sent to Dahls.
- Three 5-yard loads of dirt sent to the City fill sight.

Hwy 101 Project:

- Painted safety zones on new sidewalks on Hwy 101; five manhours.
- Watered plants along highway and new sidewalks.
- Installed Bread & Roses sign on Hwy 101 N.
- Reinstalled "Crosswalk Closed" sign at the corner of West 3rd and Hwy 101N.
- Picked up concrete debris from sidewalk repair by the planters on 5th St/101N.