

1. 2:00 P.M. Agenda

Documents:

[2021-02-08 Public Works And Streets Agenda.pdf](#)

2. 2:00 P.M. Meeting Materials

Documents:

[Pages From Yachats_Drinking Water Protection Plan_Sept-2021_Approved.pdf](#)

[WSC Proposal PWS Com 1.Pdf](#)

[2022 January Public Works Department Report.pdf](#)

[CIP Master List January 2022.Pdf](#)

[Jan 2022 Water Report.pdf](#)

[Storm Water Master Plan Memo From Engineer January 2022.Pdf](#)



CITY OF YACHATS
PUBLIC WORKS & STREETS COMMISSION MEETING
Tuesday, February 8, 2022 at 2:00pm
Meeting Conducted Using Zoom

Join Zoom Meeting

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

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AGENDA

AGENDA

I. Meeting called to order

A. Attendance of Commissioners

II. Reports

A. Public Works Report (Rick & Dave)

B. Finance Report

C. Emergency Preparedness Report (Bob)

III. Current Business

A. CIP Projects 2021-2022 Status

B. Property adjacent to Water Treatment Plant Update (Rick)

C. Public Works Tasks

a. Storm Water Study Status

b. Street Conditions & Trees in ROW

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 2/4/2022

IV. New Business

- A. Proposal to create a Water Sustainability Committee in this Commission, see attachments.
- B. Update of Public Works Engineering Standards

V. Other Business

- A. From the Commission
- B. From the Floor

Next Meeting: Tuesday, March 8, 2022 at 2:00 pm

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

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POSTED 2/4/2022

Exhibit 3-1. Strategies Addressed by Program

Category	Risk Addressed	Risk Level ¹	Public Education and Technical Assistance	Communications and Advocacy	Critical Area Protection Programs (acquisitions, easements)	City Policies: Regulations, Infrastructure	Contamination Prevention Programs	Monitoring	Watershed Restoration Support	Plan/Program Development and Enhancement
Natural Disasters	Drought/low flows	High (5,5)	•	•		•			•	•
	Climate change	High (5,5)	•	•	•	•		•	•	•
	Wildfire	High (4,5)	•	•					•	•
	Earthquakes	High (4,5)	•	•						•
	Severe weather events	High (5,4)	•	•	•			•	•	
	Tsunamis	High (2,5)	•			•				
	Insect outbreak	Medium (2,4)						•		
Forestry Management	Timber harvest	High (4,4)	•	•	•			•		
	Forestry pesticides	High (4,4)	•	•			•	•		
	Access roads	High (4,4)		•					•	•
Municipal, Commercial, and Residential (Urban and Rural) Property Management	Development	High (4,4)	•	•	•	•				
	Property management	High (4,4)	•						•	
	Aging municipal infrastructure	High (4,4)				•				•
	Landscape care	Medium (3,4)	•				•			
	Saltwater intrusion	Low (1,2)				•				
	Sabotage or vandalism of municipal infrastructure	Low (1,1)				•				

Note
¹ Numbers in parentheses refer to the probability and consequence of each risk, with 1 being the lowest probability or consequence and 5 being the highest probability or consequence

Exhibit 4-1. Implementation Plan Summary: Fiscal Year 2021–2022

Activity	Strategy Category	Risk addressed	Responsible Party	Partnerships to Pursue	Funding Sources and Opportunities
<ul style="list-style-type: none"> ▪ Complete Water System Master Plan (WSMP) ▪ Capital improvement plan for infrastructure ▪ Strategy for meeting future water demand 	Plan/Program Development and Enhancement	<ul style="list-style-type: none"> ▪ Aging infrastructure ▪ Drought/low flows ▪ Climate change ▪ Development 	City Manager, Public Works Director		Secured
<ul style="list-style-type: none"> ▪ Complete Water Management and Conservation Plan (WMCP) ▪ Water conservation measures ▪ Strategy for meeting future water demand 	Plan/Program Development and Enhancement	<ul style="list-style-type: none"> ▪ Aging infrastructure ▪ Drought/low flows ▪ Climate change ▪ Development 	City Manager, Public Works Director		Secured
<ul style="list-style-type: none"> ▪ Long-term water supply strategy ▪ Form a citizens committee with city staff participation to: <ul style="list-style-type: none"> ▪ provide City Council with long-term water supply recommendations, utilizing information from the WSMP and WMCP ▪ encourage City Council to pursue responsible growth plans/policies 	Plan/Program Development and Enhancement	<ul style="list-style-type: none"> ▪ Aging infrastructure ▪ Drought/low flows ▪ Climate change ▪ Development 	City Manager, Public Works Director		Annual budget
<ul style="list-style-type: none"> ▪ Begin addressing infrastructure issues identified in the WSMP ▪ Pursue long-term funding for infrastructure projects and rate studies ▪ Regularly communicate with City Council about infrastructure needs and capital improvement plans 	Plan/Program Development and Enhancement	<ul style="list-style-type: none"> ▪ Aging infrastructure ▪ Drought/low flows ▪ Climate change ▪ Development 	City Manager, Public Works Director		Annual budget Infrastructure loans
<ul style="list-style-type: none"> ▪ Develop communications protocols and schedules to address serious risks, including developing materials to explain concerns, and begin communications to the extent possible ▪ For government entities: land use/development concerns and heavy precipitation, forestry management, climate change ▪ For regional water providers: natural disasters, forestry management, and property management ▪ For other stakeholders (e.g., MidCoast Watersheds Council, regional nonprofits, Oregon legislators, Oregon League of Cities, and landowners): forestry management, climate change 	Communications and Advocacy	<ul style="list-style-type: none"> ▪ Drought/low flows ▪ Climate change ▪ Wildfire ▪ Earthquakes ▪ Severe weather events ▪ Tsunamis ▪ Timber harvest ▪ Forestry pesticides ▪ Access roads ▪ Development 	City Manager, Public Works Director	Lincoln County, ODF, USFS, BLM, DEQ, MidCoast Watersheds Council, commercial timber companies, regional nonprofits, landowners	Annual budget State and Federal agencies,
<ul style="list-style-type: none"> ▪ Develop public education materials and begin disseminating them to the extent possible. Materials will include: <ul style="list-style-type: none"> ▪ The value of water ▪ City’s drinking water supply source area ▪ Risks to the water supply (natural disasters, development and property management, forestry management) ▪ Strategies to address risks and what the public can do 	Public Education	<ul style="list-style-type: none"> ▪ Drought/low flows ▪ Climate change ▪ Wildfire ▪ Earthquakes ▪ Severe weather events ▪ Tsunamis ▪ Timber harvest ▪ Forestry pesticides ▪ Development ▪ Property management ▪ Landscape Care 	City Manager, Public Works Director	City of Yachats Emergency Preparedness Committee, Lincoln County, ODF, USFS, BLM, DEQ, commercial timber companies, FEMA, ODOT, EPA, Oregon Emergency Management (OEM), State Fire Marshal’s Office, DEQ, OHA, MidCoast Watersheds Council, The Beaver Coalition, Lincoln SWCD	Annual budget In-kind from volunteer time State and Federal agencies

Activity	Strategy Category	Risk addressed	Responsible Party	Partnerships to Pursue	Funding Sources and Opportunities
<ul style="list-style-type: none"> ▪ Begin implementing a water conservation program ▪ Water conservation program components may include: <ul style="list-style-type: none"> ▪ Public education for water customers and students ▪ Ordinances on indoor and outdoor water efficiency ▪ Offer free water-efficient fixtures <ul style="list-style-type: none"> ▪ Examples: Faucet aerators and showerheads ▪ Install water-efficient fixtures in municipal buildings and implement water-efficient landscaping practices ▪ Develop a tiered water rate tied to water curtailment phases and potentially to water source ▪ Conduct outreach to landscaping companies to promote water-efficient landscaping (e.g., plants with low water needs and water-efficient irrigation systems and practices) ▪ Conduct outreach to realtors to encourage them to promote water conservation when interacting with clients and contractors 	Plan/Program Development and Enhancement	<ul style="list-style-type: none"> ▪ Drought/low flows ▪ Climate change 	Public Works Director	Regional water providers, EPA, OWRD,	Annual budget State and Federal agencies
<ul style="list-style-type: none"> ▪ Identify land acquisition and conservation easement opportunities in the City's drinking water source areas, begin outreach to landowners, and pursue funding for viable opportunities 	Critical Areas Protection Programs	<ul style="list-style-type: none"> ▪ Drought/low flows Climate change ▪ Severe weather events ▪ Timber harvest ▪ Development 	City Manager	MidCoast Watersheds Council	Annual budget State and Federal agencies
<ul style="list-style-type: none"> ▪ Request elimination or minimization of pesticide application in certain locations 	Communications and Advocacy	<ul style="list-style-type: none"> ▪ Forestry pesticides 	City Manager	DEQ, OHA, OSU Extension, regional water providers	Annual budget
<ul style="list-style-type: none"> ▪ Contribute resources to watershed restoration projects as opportunities arise 	Watershed Restoration Support	<ul style="list-style-type: none"> ▪ Drought/low flows ▪ Climate change ▪ Wildfires ▪ Severe weather events ▪ Access roads ▪ Property management 	City Manager	MidCoast Watersheds Council, USFS, BLM, ODF	Annual budget State and Federal agencies

Notes

BLM U.S. Bureau of Land Management
 DEQ Oregon Department of Environmental Quality
 EPA U.S. Environmental Protection Agency
 FEMA Federal Emergency Management Agency
 ODF Oregon Department of Forestry
 ODOT Oregon Department of Transportation

OEM Oregon Emergency Management
 OHA Oregon Health Authority
 SWCD Soil and Water Conservation District
 USFS U.S. Forestry Service
 WMCP Water Management and Conservation Plan
 WSMP Water System Master Plan

MEMORANDUM

TO: Yachats Public Works and Streets Commission
Rick McClung, Water Plan Lead

FROM: John Theilacker, Joanne Kittel, John Purcell

DATE: January 31, 2022

SUBJECT: Proposal – City Water Sustainability Committee

A proposal to establish a Water Sustainability Committee under the general oversight of the Public Works & Streets Commission is offered for your consideration. This Committee would be responsible for helping the Council and Commission implement:

- 2021 Drinking Water Protection Plan;
- 2021 Water Master Plan; and
- (Future) Water Management and Conservation Plan.

This Committee could also:

- Represent the City's interests in the recently formed regional collaboration (City of Waldport, City of Yachats, SWLCWPUD, and Siuslaw National Forest) for municipal watershed protection in SW Lincoln County;
- Represent the City's interests in the Mid-Coast Water Planning Partnership (Mid-Coast Water Partners) and its (draft) MCWPP Water Action Plan;
- Help City staff identify and prepare government and other grant applications that help to achieve water sustainability goals; and
- Perform other key tasks requested by the Council, Commission or City staff.

Water is the City's most critical natural resource, requiring careful long-term management, conservation, and protection to sustain our community. The Council's 2021 Goal of "Prioritize and demonstrate environmental responsibility in all actions and decisions" includes "Identify priorities relative to water sustainability."

We see the Water Sustainability Committee as a working group of your Commission, composed of Yachats area residents, City staff, and technical experts in water resource issues. For example, the Committee might consist of members from View the Future, the Public Works & Streets Commission, the Yachats Public Works staff, and, ideally, a hydrogeologist with experience in coastal and uplands forest environments. Others that have some stake and expertise in this area could also be part of the working group.

We will be attending your February 8th Commission meeting to discuss our proposed water sustainability committee, answer your questions, and hopefully gain your Commission's support. See attached pages from the Drinking Water Protection Plan that focus on implementation activities to be completed in FY 2021-22.

Date: February 1, 2022
To: Katherine Guenther, Interim City Manager
From: Public Works Department
Re: January 2022 Public Works Report

Rainfall at Yachats Public Works:

	<u>Inches</u>			
	2022	2021	2020	2019
February	5.86	11.31	14.52	6.19
Rain year to date:	5.86	11.31	14.52	6.19

Total water production: **3,718,667 gallons** Water loss efficiency: 80%

Total water accounted for: **4,639,271 gallons**

Total wastewater treated: **7,108,000 gallons**

The following is a list of what was done by Public Works staff in January 2022.

Streets:

- Street sign replaced. (8th & King St.)
- Rock on Shellmidden.

Storm Drainage:

- Drainage inspections and maintc.
- Drainage repair on Gender Drive.

Water Treatment Plant:

- Water systems operations.
- Plant Maintc.
- Cleaned Reedy Creek headworks.

Distribution Sys:

- Meter reading.
- Meter maintc.
- Repaired water leak on Yachats Ocean Rd.
- Meter replacement on Aqua Vista and at local hotel.

Wastewater Treatment Plant:

- Wastewater systems operations.
- Plant maintc. & clean-up.
- Biosolids operations.

Collection Sys:

- Lift station inspections.
- Degrease lift stations.
- CCTV'd 354 ft of sewer main on E.2nd St.
- Sewer cleaned 2,000ft of sewer main, Ocean View Drive from Pontiac East and Fistera South.

Public Works:

- Shop maintc. and clean up.
- Fleet maintc. & repair.
- Equipment maintc. and repair.
- Multiple locates.
- Brush box handling.
- PW administration.
- Storm clean-up and inspections.
- Lights and banner removal.
- Gutters on the Commons cleaned.
- Safety meeting.

City Hall:

- Gutters cleaned.
- Outside building washed.
- Service window repaired.

Parks & Commons:

- Gutters cleaned.
- New trash cans placed.
- Pavilion door repair.
- Light bulb replacements.

Dec. 2021

City of Yachats CIP Master List

Water

Codes	Projects	Estimated Cost	21/22 Budget	Supplement	Grants	Current Month	Actual to Date	% of Budget	Plan	Exec	Close	Comments
WMSTRPL	Water Master Plan & WMCP	90,000	5,000	0	20,000	-	-	-	100%	100%	100%	Complete- OHA approved
SOURCEWR	#1. Water Source Plan	30,000	0	0	30,000	-	-	-	100%	100%	100%	Complete- DEQ approved
	#2. Water Source Plan	30,000	0	30,000	30,000	-	-	-	5%	0%	0%	GSI tasked to do study
	Radar Booster Station Electric	15,000	0	15,000	0	-	-	-	0%	0%	0%	PUD Mandate
	Streaming Current Monitor	10,000	0	10,000	0	-	-	-	0%	0%	0%	Starting to fail
STSEISM	South Tank Earthquake Valve	70,000	50,000	22,500	53,500 Grant?	-	-	-	100%	0%	0%	Submitted grant and its under review
WTPBKWSH	Backwash Recycle System	142,000	142,000	0	0	-	-	-	100%	0%	0%	Engineering Complete- waiting on EQ grant
WTPSCADA	SCADA Upgrade	60,000	30,000	0	0	-	-	-	50%	50%	50%	Added PH for raw and finished water
WTPTRUCK	Service Truck	35,000	35,000	0	0	-	-	-	25%	0%	0%	Posted RFP 1.17.22- no response
PWRLUPDR	Roll-up Doors for Shop Replacement	60,000	34,000	26,000	0	-	-	-	50%	0%	0%	Posted RFP -12.13.21 Awarded bid
WELECGT	Public Works Slide Gate	7,500	7,500	0	0	-	-	-	0%	0%	0%	Put off until next year
E2PHS2WL	E. 2nd St. Waterline- Prospect to Loma	155,000	14,000	0	0	-	-	-	10%	0%	0%	Surveyed -waiting on report
	Total	704,500	317,500	103,500	80,000	-	-	-				
	Wastewater											
WWMP	Wastewater Master Plan	90,000	30,000	0	20,000	-	-	-	100%	100%	75%	Council approved and submitted to DEQ
POLEBLDG	Solids Pole Building to Cover Truck	80,000	20,000	40,000	0	-	-	-	100%	100%	95%	Lights are installed
PUMPPPLGS	Submersible Pump Electric Plugs	30,000	30,000	0	0	-	-	-	50%	0%	0%	Engineering
SEWERCAM	SEWER I&I Camera	95,000	95,000	0	0	-	-	-	10%	100%	100%	Complete
WWPRTGEN	125kw Portable generator	45,000	45,000	0	0	-	-	-	10%	0%	0%	Researching
	Tractor	60,000	60,000	0	0	-	-	-	0%	0%	0%	Researching
PWRLUPDR	Roll-up Doors for Shop Replacement	90,000	66,000	24,000	0	-	-	-	50%	0%	0%	Posted RFP -12.13.21 Awarded bid
WWELECGT	Public Works Slide Gate	7,500	7,500	0	0	-	-	-	0%	0%	0%	Put off until next year
E2PHS2WW	E. 2nd Street Sewer Line Prospect to Loma	50,000	13,000	0	0	-	-	-	10%	0%	0%	Surveyed -waiting on report
	Bypass Pump	8,000	0	8,000	0	-	-	-	100%	100%	100%	Upgraded
	Multi-VFD Upgrades	51,000	0	51,000	0	-	-	-	100%	50%	0%	Multiple VFDs ordered
	Total before capitalized labor	606,500	366,500	99,000	20,000							
	Streets											
GIMLETGT	Gimlet Gates	70,000	30,000	0	0	-	-	-	25%	0%	0%	Put off until next year
OCEANVIE	Oceanview Drive	50,000	50,000	0	0	-	-	-	100%	50%	0%	Project completed - awaiting on County for adoption
E2PHS2ST	E 2nd Street (Prospect - Loma)	165,000	13,000	0	100,000	-	-	-	5%	0%	0%	Surveyed -waiting on report
	Total before capitalized labor	285,000	93,000	0	100,000	-	-	-				

	Storm Water												
E2PHS2DR	E 2nd Street (Prospect to Loma)	0	0	0	0	-	-	-	5%	0%	0%	Surveyed -waiting on report	
GENDRDRN	Storm Drain - Gender Drive	35,000	35,000	0	0	-	-	-	5%	0%	0%	Surveyed -waiting on report	
	Total before capitalized labor	35,000	35,000	0	0	-	-	-					
	City Hall												
EMRGMNGT	Conex installation	20,000	20,000	0	0	-	-	-	10%	0%	0%	Asked Emergency preparedness for help	
	501 Gutters and Facia	15,000	0	15,000	0	-	-	-	0%	0%	0%		
	Total before capitalized labor	35,000	20,000	15,000	0								
	Parks & Trails												
BOARDWLK	Boardwalk Engineering	125,000	125,000	0	0	-	-	-	10%	0%	0%	Begin engineering.	
	Oceanview Dr Pocket Parks	29,000	0	29,000	0				10%	0%	0%	Working on design	
	Total before capitalized labor	154,000	125,000	29,000	0								
	Commons												
	Gutters and Facia	50,000	50,000	0	0				75%	0%	0%	Receiving estimates	
	Landscaping	20,000	20,000	0	0				75%	50%	0%	Multiple plantings have begun	
	North Entrance	10,000	10,000	0	0				0%	0%	0%	Researching	
	Outside Painting	30,000	0	0	0				25%	0%	0%	Receiving estimates	
	Inside Painting	40,000	0	40,000	0				25%	0%	0%	Receiving estimates	
	Bike Racks	5,000	0	5,000	0				25%	0%	0%	Approved -waiting on funding	
	Park Plan - Greenspace	60,000	0	60,000	0				25%	0%	0%	Posted RFQ -1.17.22 received 5 bids	
	Concrete Steps	20,000	0	20,000	0				5%	0%	0%	Concept drawing to commission	
	Total before capitalized labor	235,000	80,000	125,000	0								
	Library												
	Library Architectural	40,000	0	35,000	0				10%	0%	0%	Posted RFQ -1.17.22 received 1 bid	
	Grant Writer	5,000	0	6,000	0				0%	0%	0%	Professional to write grants for library	
	Book Return Steel Box	5,007	0	5,007	0				100%	100%	100%	Complete	
	Total before capitalized labor	50,007	0	46,007	0								
	LLCM												
	Local Engineering Study	9,000	0	9,000	0				100%	100%	100%	Complete	
	LLCM Hardening	12,000	0	12,000	0				100%	100%	100%	Complete	
	Total before capitalized labor	21,000	0	21,000	0								



City of Yachats Water Department Water Audit- Month of January 2022

"35 day meter reading period because of holidays"

	5/1/21	6/1/21	7/1/21	8/1/21	9/1/21	10/1/21	11/1/2021	12/1/2021	1/1/2022	2/1/2022
Gallons of Water Produced										
Water Plant	4,476,300	3,339,800	4,765,800	5,166,000	5,597,000	4,481,700	3,808,800	2,540,100	3,890,100	3,718,667
Total	4,476,300	3,339,800	4,765,800	5,166,000	5,597,000	4,481,700	3,808,800	2,540,100	3,890,100	3,718,667
Gallons of Accounted for Water										
Reservoir Level Feet	29.8	19.1	21.8	28.1	29.3	28.2	28.4	27.7	29.8	24.5
Reservoir +/- Gallons 41,666 per Foot	312,495	445,826	112,498	262,495	49,999	45,832	8,333	29,166	87,498	220,829
Waterline Flushing Gallons	19,000	21,000	0	0	0	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	2,668,317	3,206,070	4,860,100
Total	4,131,395	2,930,829	4,537,853	4,835,856	5,439,855	4,159,086	3,476,352	2,639,151	3,293,568	4,639,271
Final Water Report										
Water Loss Efficiency	92%	88%	95%	93%	97%	92%	91%	96%	84%	80%
Unaccounted Gallons per Month	344,905	408,971	227,947	330,144	157,145	322,614	332,448	99,051	596,532	920,604
Unaccounted Gallons per Minute	8	9.5	5.3	7.6	3.6	7.5	7.7	3.2	13.8	18.2

Storm Water Master Plan Memo from Engineer

Rick:

Per our discussion, we performed a cursory review of the storm water master plan prepared by the Dyer Partnership in 2008. The recommendations seem well thought-out and reasonable. As such, we don't think it makes sense to completely replace the document at this time. We understand the City would like to update the SDC fees and is concerned that the storm water master plan may not be sufficient for this purpose. The cost estimates presented in chapter 7 of the plan are somewhat dated by virtue of their age. The cost estimates were prepared in 2008 and project costs have significantly increase since that time. Fortunately, the Engineering News Record (ENR) 20 Cities construction cost index is relatively simple tool that can be used to adjust cost estimates over time. For example, the mid-2008 calendar year ENR index was about 8,300. The current ENR index is about 12,600. The ratio of these numbers (1.52) can be used to adjust the estimates in the storm water master plan to current costs. For example, the 2008 estimate for project #1 was 11,200. Using the ratio of the ENR indexes, the cost for this project would be about \$17,000 in today's dollars. This same approach can be used for all of the cost estimates presented in the 2008 plan.

We understand the City intends to retain a financial consultant to assist with the preparation of the SDC fee analysis. It has been our experience, that these consultants are very experienced in adjusting costs estimates over time as described above. Therefore, as long at the City retains a competent financial consultant, they should be able to adjust the cost estimates presented in the 2008 storm water master plan and calculate the SDC fees based on the adjusted costs. Therefore, we do not believe that a formal amendment to the 2008 plan is necessarily needed at this time.

We hope this information is helpful. Feel free to contact us if you have any other questions regarding this matter.

Sincerely,

Christopher J. Brugato, P.E.
Westech Engineering, Inc.
3841 Fairview Industrial Dr. SE Suite 100
Salem, OR 97302
PH 503.585.2474
FX 503.585.3986