

City of Cannon Beach Monthly Status Report

To: Mayor and City Council
From: Brant Kucera, City Manager
Date: March 1, 2016

City Planner Report

Planning Commission:

January 28 — The Planning Commission took the following actions: (1) recommended denial of a four-unit residential planned development at 532 North Laurel Street; (2) approved an after-the-fact permit request for active restoration of an eroding shoreline on the north bank of Ecola Creek, near the end of Larch Street. The Planning Commission also re-elected Bob Lundy as Chairman, and Hank Johnson as Vice Chairman for 2016.

February 25 — The Planning Commission's February agenda includes (1) a setback reduction to accommodate a garage at 159 Center Street; (2) variances to the maximum floor area ratio and side yard setbacks for a four-unit residential development at 587/595 Antler Street.

Design Review Board: February 18 — the Design Review Board conditionally approved the design and location of a welcoming pole for NeCus' park.

Short-term Rentals: Staff continued to process new and renewal short-term rental permits in January:

program	number of permits
Vacation Home Rental	109
Transient Rental Program	58
5-year Transient Rental Program	25
Total permits:	192
New short-term rentals this month (2/23)	1
Short-term rental code enforcement actions this month (2/23)	0

- Three 5-year transient rental permits expiring 3/1/16.

Other Planning Matters:

- Attended a meeting of the Ecola Creek Watershed Council (1/25).
- Attended a meeting of the CREST Council (1/28) as the City's alternate representative.
- Attended a Sunset Empire Transit District workshop to discuss their draft Transportation System Plan (1/29).
- Planning and Public Works staff met with Jay Raskin to discuss disaster resilience planning and design services offered by his firm (2/2).
- Gave a brief presentation to the Tolovana Inn Homeowners' Association about recent and upcoming development in Cannon Beach (2/6).
- Planning staff and other City staff met with representatives of Greenwood Resources to discuss forest lands management issues (2/9).
- Met with Oregon State Parks and Recreation Coastal Regional Manager Dennis Comfort, and Parks Commissioner Robin Risley to discuss lands adjoining Ecola State Park (2/9).
- The Affordable Housing Taskforce met on 2/10.
- Met with land use attorney Bill Kabeiseman to discuss ongoing issues (2/11).
- Met with Mike Selberg, Cannon Beach Distillery, to discuss regulatory and code compliance issues (2/17).
- Planning staff continued work on issues related to the update of Cannon Beach's flood plain maps.

Public Works Director Report

PW Admin:

- Staff will be taking the City Hall parking lot landscaping plan to the Design Review Board's March 2016 meeting for review. The east section of the parking area will be constructed shortly thereafter with the landscaping along the south and east property lines. The surfacing will be crushed rock until the remainder of the parking lot is constructed in the future. When completed this will provide space for approximately 12 staff vehicles that are now parked on Gower Street.
- Phase 1 of the RV upgrade project is nearing completion. Nearly all trenching has been completed with water and power lines to be installed in the southeast loop. New power distribution equipment will be installed over the next 2 weeks. The restroom project is nearly complete with painting the final item remaining.

Wastewater:

- Main lift station pump replacement has been completed. Landscaping the exterior and roof repair of the building will take place over the next month.
- The initial facility master plan meeting was held on Wednesday 10 February, 2016. Civil West Engineering, the City's consultant will be evaluating all the information obtained at that meeting and beginning their assessment of the City's treatment plant and collection system.

Water:

- Staff have received numerous calls from water customers with on-premises leak issues - to assist with locating and determining the extent of water system leaks on customer side of the meter. This is consistent with the City's water conservation plans to minimize operational expenses for treating and distributing non-used water.
- Rainfall to date through February 21 has been nearly 8.16 inches - nearly equal to the long-term monthly average with over a week remaining in the month. While the temperatures may have been mild this winter so far, the rainfall appears to be back on track with historical trends.
- Staff met with Civil West on Tuesday 9 February for the initial water system facility master plan update. The consultant will be evaluating the information obtained during that meeting to determine their next steps for assessing the water distribution, storage and treatment systems.

Streets & Storm:

- Staff have completed the alder tree removal along a short segment of Ecola Park Road. As part of the tree removal approximately 50 new trees were planted in the general area in a zone further back from the travel lanes.
- Staff is assessing the streets that will receive overlays during the spring paving program. Delta Street west of Hemlock is one street that is currently on the list. No specific date has been set for the project.

Parks:

- Staff has repaired the tennis court fencing that was damaged during a windstorm last fall. The cleaning and restoration of the surfaces of the courts and the basketball court will be done later this spring.
- New signs have been installed on the east side of the Lagoon trail system that allow bicycles to use that part of the trail. Staff will monitor feedback from residents and users to determine the impact of the change.
- Several handrail sets at the bottom of beach access stairs have been repaired - a couple have had to be repaired twice since January as a result of storm tossed driftwood impacting the bottom of the stairways. Staff is developing a standard protective bollard post design that incorporates the Tsunami evacuation signage and name of the access point for Design Review Board consideration. If approved at least 4 locations will receive protective bollards later this spring.
- The City's parks master plan consultant will be sending out two proposed dates for the plan project kickoff meeting with the full citizen's advisory group - tentative dates are the first or second week in March.

Building Department Report

January 2016 Building Departmen						
Permit Type	# of Permits	Permit Fees	Plan Review	FLS	Inspections	Total
Building	12	\$9,180.95	\$7,353.97	\$4,362.57		\$20,897.49
Mechanical	15	\$1,560.15	\$373.00			\$1,933.15
Plumbing	7	\$2,490.00				\$2,490.00
Vacation Home Rental	2				\$200.00	\$200.00
Monthly Total						\$25,520.64
				Seaside	75% of Total	\$19,140.48
				Cannon Beach	25% of Total	\$6,380.16

Parks and Community Services Committee NeCus’ Report

Draft Minutes from February 18, 2016

NECUS’ VISIONING PROCESS

Knop reported the work group will meet at 11:00 a.m. and the welcoming pole is on the DRB agenda tonight at 6:00 p.m.

End Draft Minutes

Haystack Rock Awareness Program Report

Coordinator:

- The beach season is off to a great start – all newly hired Interpreters have received training on beach protocol as well as driver and equipment training.
- Staff and volunteers continue to conduct citizen science surveys including COASST bird and marine debris surveys and MARINE sea star surveys.
 - We have recorded very few <20 bird deaths in the past month.
- Using fewer signs on the beach is working very well for the staff – we have had no one attempt to cross our newly placed ropes blocking access into the Refuge.
- Melissa, Lisa and Kelsey will be attending a training at the end of the month to learn how to construct and use sea gliders – units that travel on or just below the surface of the ocean and record data such as temperature and pH.

- Melissa will be attending the Oregon Marine Reserve Summit in Cannon beach at the end of February.
- At the beginning of March Melissa will be attending the Northwest Aquatic Marine Educators (NAME) Conference in Coos Bay and will be giving presentations about the citizen science projects that HRAP currently participates in and about marine life in the rocky intertidal environment.
- The program recently received a large donation of \$5,000 of which will help to purchase some much needed supplies and materials for the program.

Education:

- We have begun scheduling school groups for the season. Our first school group is scheduled for March 14th.
- There are currently 19 school groups scheduled and confirmed for the season.
- We have plans to visit High School classrooms in the next few months to encourage both participation in our citizen science programs and to volunteer for our program as interpreters.
- We have begun planning for Puffin Welcome, where we invite Kindergartners to the beach to kick off 12 Days of Earth day and welcome back the puffins to the rock.
- We have also started scheduling for Sea Week where we invite local 3rd and 4th grade classes to come to the beach and enjoy our educational program.
- Melissa and Lisa are working with Chrissy Smith, the Coordinator for the Friends of Cape Falcon Marine Reserve, to partner on various educational programs.

Volunteers:

- We have had many new potential volunteers express interest in the program in the past few months.
- Kelsey has been busy with volunteer outreach such as sending out a volunteer job description to various partners and media outlets.
- We have begun planning for our two annual volunteer trainings – on April 9th and June 11th.

FOCUS

on PREPAREDNESS



ARE YOU PREPARED FOR A MAJOR DISASTER?

The City of Cannon Beach and Oregon Office of Emergency Management are hosting a free event on March 3rd to help you get READY!

PRESENTERS & TOPICS

Brant Kucera,

City Manager/Emergency Manager:

***The City Emergency Management Program:
Community READY.***

Althea Rizzo,

Oregon Office of Emergency Management:

***Update on Cannon Beach Hazards and How to
be READY.***

Mayor Sam Steidel:

How to be READY with your Go-Bags.

Lila Wickham,

Medical Reserve Corps Coordinator

***Cannon Beach Medical Reserve Corps:
Response and READINESS.***

LOCATION: Chamber of Commerce
207 N Spruce Street, Cannon Beach, Oregon

TIME: 5:30 -7:00 pm

FORUM IS FREE.

**For more information or questions contact:
Colleen Riggs at riggs@ci.cannon-beach.or.us**

Public Safety Report - January 1 through January 31, 2016

Staffing:	Authorized	Assigned
Sworn	8	7
Admin/Support	2	2
Parking/Information	4	0
Lifeguards	10	0
Reserve Officers		1

Station Activity:

CBPD Walk-in	118
CBPD Incoming Phone	261
SPD Dispatched Calls	43
Overnight Camping	6
Warnings	
Local Security Checks	1761
Traffic Warnings	116
Traffic Citations	20
DUII Arrests	1
Alarm Responses	7
Other Agency Assists	34
Citizen Assists	24
<u>Total Case File Reports</u>	<u>128</u>

Cases of Significance: Theft I x 1, Burg I x 1, Burg II x 1, Criminal Trespass x 1, Criminal Mischief I x 1, Criminal Mischief II x 3, Mental Hold by Police Officer x 1, Sex Abuse I x 1, PCS/ DCS Cocaine x 1 , PCS/ DCS Methamphetamine x 1, PCS/ DCS Ecstasy x 1

Code Enforcement Activities: During this period, 3 alleged municipal code violation was addressed and resolved or pending resolution.