

City of Cannon Beach Monthly Status Report

To: Mayor and City Council
From: Brant Kucera, City Manager
Date: July 5, 2016

Planning Director Report

Design Review Board: June 16 — The Design Review Board (DRB) conducted public hearings on the following requests:

- Installation of bollards with emergency evacuation signage at the foot of beach access stairs at Center Street, and at the Haystack stairs. The DRB approved the requests (DRB 16-07).
- Major exterior alterations at the east elevation of City Hall. The DRB approved the request (DRB 16-08).
- Installation of fencing and sidewalk on the east side of Spruce, between 1st and 2nd Streets. The DRB approved the request, subject to conditions (DRB 16-09).
- Construction of informational kiosks at three locations: Tolovana Wayside, the midtown public restrooms, and the Second Street public restrooms. The DRB approved the requests (DRB 16-10).
- Alteration of an existing free-standing sign requested by the Farmers Market at the corner of Gower and Hemlock. The DRB approved this request, subject to conditions.

Planning Commission: The Planning Commission's regular meeting scheduled for June 23 was cancelled for lack of any agenda items.

Short-term Rentals: Staff continued to process short-term rental permits in June:

program	number of permits
Vacation Home Rental	110
Transient Rental Program	58
5-year Transient Rental Program	22
Total permits:	190
New short-term rentals this month (through 6/23)	0
Short-term rental code enforcement actions this month (through 6/23)	0

Short-term rental permit renewal and business license renewal applications have been mailed for the 2016-17 fiscal year.

The 2015 audit is nearing completion. Sixty-two letters were mailed on June 17, 2016 notifying permit holders of violations of the 14-day vacation home rental occupancy requirement. Permit holders were informed that a secondary audit will take place for rentals between July 1, 2016 through September 30, 2016 to assure compliance.

Other Planning Matters:

- Attended the City Council's strategic planning retreat (5/25 and 5/26).
- Met with representatives of Vacasa and Cannon Beach Vacation Rentals to discuss concerns related to the 2014 and 2015 short-term rental audits (6/1).
- Participated in the Cascadia Rising exercise (6/7).
- Met with the City Attorney and Police Chief to review possible changes to the short-term rental ordinance (6/7).
- The Affordable Housing Taskforce met (6/8).
- Attended Office of Emergency Management meeting in Cannon Beach to discuss tsunami evacuation mapping issues (6/13).
- Met with FEMA staff in Seaside to discuss the status of draft flood maps for Cannon Beach (6/15).
- Met with adjoining property owner Andra George to discuss possible improvements at the end of West Second Street (6/20).
- Represented the City at a meeting of the CREST Council (6/22).

Public Works Director Report

PW Admin:

- Phase one of the City Hall parking lot landscaping plan is complete. Bark chips have been placed on top of the water retention compost material in the planting beds and the parking bumpers have been installed. This will provide 10 additional (delineated) parking spots for City Hall staff to help alleviate the parking challenges on Gower Street during the tourist season.
- Staff presented the architect's proposed exterior elevation improvements for the east wall to the DRB last week. There were no significant design change recommendations from DRB - however staff needs to return in July to bring the exterior door colors and window trim colors for them to review as well as a perspective of the north wall where 3 replacement windows will be installed.
- DRB also approved the 3 EPREP informational kiosks and 2 beach stair locations for installation of protective bollards and stairway identification posts. These will be installed sometime over the summer months. Staff meets with an Oregon State Parks agency representative next week to discuss continued beach access for maintenance, trash pickup and installation of the bollards at the stairways.

Wastewater:

- Landscaping for the Main lift station at the corner of 2nd and Spruce is completed. The new bench and planter boxes have been placed on top of the new stone work plaza. Visitors have already been using the site to rest and wait for folks using the adjacent restrooms. Electrical work to connect the

- new motor starters to the new pumps at the station is nearly complete. Staff estimates the system should be completely operational the first week in July
- Staff met with Civil West engineering consultant to review their 35% work effort on the wastewater facility masterplan update. After conducting night time flow analysis during a recent rain event in the Tolovana area of the collection system, the engineers have found a limited amount of inflow and infiltration that will need remediation work as part of the long range maintenance plan. Smoke testing is scheduled for the month of July in the same area to confirm potential direct stormwater and roof connections to the collection system. There may need to be supplemental dye testing of suspect areas where smoke testing does not identify any connections. The next review meeting will likely be in early to mid August.
- Staff has met with the brewmaster at the Public Coast Brewing restaurant and microbrewery to discuss wastewater discharges. The brewmaster has offered to have staff tour the facility to see how the batch brewing process works and what the actual wastewater discharges are and how they might affect the treatment plant. Staff will be working with the consultants to discuss potential changes to the wastewater rate fee structure to accommodate the additional expense of treating microbrewery waste at the treatment plant (if any additional expenses are identified).

Water:

- Staff continues to locate and repair service leaks within the system. One commercial leak was found mid block on Hemlock downtown - in front of George Vetter's complex. Staff did an early morning shutdown and attempted to have the water service restored by 0800 hours - but ran into complications with the existing adjacent underground utilities as well as the location of the leak right under the curb line at the street. Water was restored by 0845 after being shut off for about one and half hours.
- The third raw water intake pump for the water treatment plant is pending delivery in early August from the vendor in Portland. Staff feels the water plant capacity should be okay through the end of August with the 2 existing intake pumps - and could work through the entire season if needed with just the 2 pumps (but would prefer to have the 3rd installed as a backup during operations).
- Water from the springs is now being pumped through the water treatment plant clear well - when all three springs are brought on line the system requires pumping from the wtp clear well to push the water to the first reservoir. Depending on the weather, staff estimates the water treatment plant may need to be activated sometime in August this year to supplement demand.
- Rainfall to date through June 22 has been 2.5 inches - a bit below the below the long term monthly average total of 3.21 inches. Return of the milder weather has mitigated average daily demand somewhat.

Streets & Storm:

- Roadway vegetation management (tree and shrub trimming) is ongoing along various street rights-of-way. This continues to take a large amount of staff time this season as tree limbs and other vegetation appear to have had a growth spurt into numerous street rights of way.

- Spruce St sidewalk project has been placed on a temporary hold pending review of our fill/removal permit application with the Department of State Lands. This may take as long as 120 days to obtain - however staff is optimistic that with the nominal level of bank stabilization work inside the adjacent drainage ditch (less than 19 cubic yards of removal and fill material), that DSL will approve a general permit well before the 120 day average.

Parks:

- The first parks master plan public input meeting was held at City Hall last week. Thank you all to the councilors who attended. There was limited attendance and staff has requested the consultant add additional public input activities to their contract to obtain additional input prior the second City Hall public input meeting in September. This will likely include a Farmers Market day and perhaps setting up at a local restaurant for an evening. Consultants will also do a brief presentation and discussion with the entire public works staff to gather their input and ideas from the front line workers perspective.
- Staff will be taking proposals for two new city park bench locations to DRB for approval in July - one at the beach access at Susitna and one at the beach access at Brailier. Sites would include a concrete pad for the bench as well as a trash can.

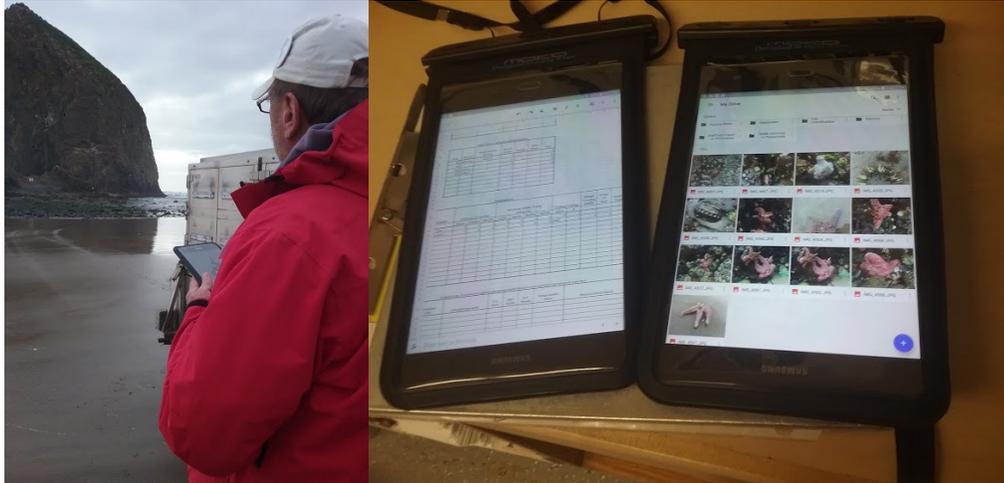
Building Department Report

May 2016 Building Department						
Permit Type	# of Permits	Permit Fees	Plan Review	FLS	Inspections	Total
Building	9	\$6,327.20	\$1,055.79	\$0.00		\$7,382.99
Mechanical	14	\$1,411.95				\$1,411.95
Plumbing	10	\$1,319.00				\$1,319.00
Vacation Home Rental	9				\$500.00	\$500.00
Monthly Total						\$10,613.94
				Seaside	75% of Total	\$7,960.46
				Cannon Beach	25% of Total	\$2,653.49

Haystack Rock Awareness Program Report

General:

- New Galaxy Tablets have fully replaced radios and paper datasheets previously used during beach shifts;



- The Friends of Haystack Rock have voted to increase their yearly donation to HRAP by over \$10,000 to fund a part time grant writing and fundraising position. Both programs, as well as the City Attorney and City Manager, are working out the logistics for the new position;
- Two HRAP Interpreters were hired in June:
 - Gina Palmer – An Environmental Educator with a M.S. in Outdoor and Environmental Education and a B.S. in Zoology. She worked as an Interpretive Park Ranger in Skagway, Alaska for the past three years, but has many years of environmental education and interpretation under her belt.
 - Katie Corliss – Returning to the program for her third year as staff, is a current student at OSU focusing in Marine Biology.
- Lisa, Frances, and Melissa attended a Rocky Shore interpreter Training in Newport, OR hosted by Oregon Parks and Recreation. We made some great connections and learned many new educational and outreach activities which we will be implementing in our own program.
- We have had two Discover Haystack Rock Events this year. Events, which include an hour long talk followed by a guided tour of the tide pools, take place once a month and are aimed to increase awareness for the program as well as recruit volunteers. Both events had a good turnout with over 20 participants each time
- In the past month staff and volunteers have talked with over **12,000** visitors on the beach! Since The beginning of the beach season in February, we have made over **30,000** personal contacts!

Education:

- Since the beginning of the beach season, we have hosted **41** school groups from kindergarten through college from all over the Pacific Northwest.
- Currently, there are 3 school groups scheduled to visit the rock before the end of the season (October), but we have received many calls in the past few weeks scheduling summer field trips
- Our very first week long Day Camp, for kids ages 6-12, takes place next month. The camp covers our coastal environment, connecting the land to the sea.
- We have had higher counts of puffins nesting at the rock this year. USFW Volunteer, Tim Halloran, has counted 24 puffins in a location visible on the rock. He has observed many active nests this year (compared to only one last season).
- Sea Star Wasting is still occurring at Haystack Rock. While many other locations along the Oregon coast are noticing fewer instances of the disease, we still have a high percentage of our sea stars being affected by the virus. We continue to estimate that we have lost over 90% of the entire population.

Volunteers:

- We have recruited more than **10** new volunteers in the past month! All of our new volunteers are making a HUGE impact during our beach shifts – our average beach shift now has 2-5 volunteers. Our Volunteer Training on June 18th had an excellent turnout with more than 30 participants!
 - Citizen Science:
 - Volunteers (as well as some staff) continue to conduct monthly COASST seabird surveys on the beach as well as sea star surveys and marine debris surveys. During our monthly COASST Seabird Survey, we found 7 dead seabirds on the beach in front of the Rock – a good, low number for this time of year.
 - A CoastWatch Marine Debris Survey was conducted and quite a bit of debris were found on our beach. The next marine debris survey is scheduled for Wednesday, June 29th.
 - Black Oystercatcher Surveys were conducted during May. Surveys showed one mated pair nesting at Haystack Rock – they had two eggs in a nest at the beginning of June, but the eggs were unfortunately lost a few weeks later. We will continue nest monitoring to see if the pair reproduce again this season.

Cannon Beach Farmers Market Report

The Cannon Beach Farmers Market is open for business Tuesdays now through September 27th. Music and prepared food is available from 1pm - 5pm and the vendors are open from 2pm - 5pm. We hope to see you there!



Public Safety Report - May 1 through May 31, 2016

Staffing:	Authorized	Assigned
Sworn	8	8
Admin/Support	2	2
Parking/Information	5	4
Lifeguards	10	0
Reserve Officers		1

Station Activity:

CBPD Walk-in	202
CBPD Incoming Phone	369
SPD Dispatched Calls	53

Overnight Camping Warnings 83

Local Security Checks	1328
Traffic Warnings	117
Traffic Citations	19
DUII Arrests	3
Alarm Responses	12
Other Agency Assists	40
Citizen Assists	52

Total Case File Reports **232**

Cases of Significance: Possession of a Controlled Substance x 1, Hit and Run x 3, Criminal Mischief III x 1, Assault IV Domestic x 1, Criminal Trespass I x 1, Disorderly Conduct II x 3, Fugitive Arrest x 1, Probation Violation Detention Warrant Arrest x 2

Code Enforcement Activities: During this period, 1 alleged municipal code violation was addressed and resolved or pending resolution. .