

City of Cannon Beach Monthly Status Report

To: Mayor and City Council
From: Brant Kucera, City Manager
Date: December 6, 2016

Planning Director Report

Planning Commission: The Planning Commission considered the following items at its November 22 meeting:

V16-06. This is a front-yard setback variance to accommodate a wheelchair ramp at 524 North Ash Street. The Planning Commission approved the variance.

P16-02. This was a continuation from the October hearing for a proposed two-lot partition involving the Pelican Pub property. The Planning Commission approved the preliminary partition.

Annual Parking Management Plan. This item is an opportunity for the Planning Commission to make recommendations concerning possible changes to public parking. The Planning Commission continued its discussion to December 22.

Design Review Board: The Design Review Board did not meet in November.

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

Program	Number of permits
Vacation home rental	113
Transient rental	57
5-year transient rental	28
Total permits	202
New short-term rentals this month	3
Short-term code enforcement actions this month	3

Other Planning Matters:

- The Affordable Housing Taskforce held their final meeting (10/26) and recommended Council adoption of their draft plan.
- Planning staff attended the Oregon/Washington American Planning Association's conference in Portland (10/28), and gave a presentation on Cannon Beach's short-term rental program.
- Planning staff attended a meeting of the Natural Hazard Mitigation Plan advisory committee in Astoria (11/17).
- Planning staff attended a meeting of the Ecola Creek Watershed Council (11/21).
- Staff is in the process of conducting a mid-year audit of short-term rental permit holders with multiple prior violations.

Public Works Director Report**PW Admin:**

- City Hall remodel design documents have a few minor revisions from the permit review process. When those items are resolved the project will be put out for bid.
- Phase 2 of the RV park upgrade is well underway. Trenching for electrical and water utilities makes the area a bit hazardous to walk through. Crews have met with Northwest Natural Gas representatives to develop plans to relocate the gas line between the two restroom facilities. The project is still on schedule for the end of April 2017 completion.

Wastewater:

- High rainfall totals during November have created challenges for the treatment plant operations. Excessive inflow and infiltration flows required the operators to modify normal treatment processes three times this month. There has been no risk to public health or water quality of the discharge line to the creek.

Water:

- A new water filtration pump at the water treatment plant was replaced as an emergency requirement. The unit is one of three in the water treatment plant and failed late this fall. It is an un-budgeted purchase that likely can be absorbed within the current fiscal year budget.
- The river monitoring equipment installation as been delayed now into December and will be dependent on weather and river levels. The field technician for Oregon Water Resources Department is assembling the equipment and will install the new devices in December, weather permitting.
- Staff have been monitoring the distribution system in the south half of town for a low level leak. The system that monitors consumption within the distribution pipelines has shown an indicator that there is above average flow in the southern area. Staff is working on isolating specific lines to locate an area to focus on searching for a potential leak.
- November rainfall totals have continued from the October deluge. Annual rainfall totals have exceeded the 30 year average already with the month of December yet to be added. November totals are right at 22 inches against an average of 14.3 inches. If December is similar to last year the annual total will be very healthy.

Streets & Storm:

- General Utilities construction has started work on the Spruce Street sidewalk project. They are placing sidewalk in-between rain events and feel confident they can complete the concrete work over the next 2 months. Once the sidewalk is constructed the railing contractor will begin installation of the hand rail along the wetland side of the sidewalk.
- The contractor for the Ecola Bridge rehab project has mobilized their on site storage container and site fencing to the area adjacent to the sewer lift station at 5th and Fir streets. They plan to start work on the underside of the bridge during the first week of December.
- Recent storm events continue to create erosion issues on various gravel streets. Crews will do what they can to redirect runoff and fill holes until there is an extended dry period to do surface restoration.

Parks:

- Crews have been mowing and performing turf management activities in-between rain events - the warm wet weather has encouraged turf growth throughout the park areas.
- Soccer goals have been put in storage for the winter season and the baseball field has been closed down for the season.
- Parks master plan consultant held the final public community input session at City Hall with approximately 30 people attending.
- Crews planted daffodil bulbs at various locations around the city that will bloom early next spring benches, trash receptacle pads and other specific site improvements at each location.

Building Department Report

October 2016 Building Department						
Permit Type	# of Permits	Permit Fees	Plan Review	FLS	Inspections	Total
Building	9	\$15,122.17	\$4,126.64	\$0.00		\$19,248.81
Mechanical	10	\$618.10				\$618.10
Plumbing	6	\$432.00				\$432.00
Vacation Home Rental	2				\$200.00	\$200.00
Monthly Total						\$20,498.91
				Seaside	75% of Total	\$15,374.18
				Cannon Beach	25% of Total	\$5,124.73

Emergency Management Report

DATE RANGE: November 2016

OVERVIEW:

- Conducted a Mass Care Sheltering work session with Police, Fire, Red Cross
- Developed agreement with Red Cross to provide mass care services (shelter, food, water, first aid) to the population when requested by the City.
- Conducted emergency management website design work session with City Staff.
- The Tsunami Kiosk and Evacuation Route Project funded by the state is progressing. The following is a progress overview:
 - Kiosks and beach ballards are in the process of construction.
- Conducted a planning meeting to develop a countywide CERT Drill and Training Day at Camp Rilea in the spring.
- Conducted two (2) Incident Command System (ICS) 700 training for City staff and volunteers. ICS 700 is required for all City staff. An additional training will be held Feb 23rd for staff members that were unable to attend in November.
- Work sessions were conducted with Public Works to create procedures for their Field Operating Guide sections.
- Mandatory exercise/training for all City Staff that focused on command and response scheduled for March 30th.

Haystack Rock Awareness Program Report

General:

- HRAP End of Season Celebration on November 12th was wonderful – good turnout of volunteers and staff
 - A fantastic time was had praising our dedicated volunteers – our volunteer of the year, this season, was Carlene Hopkins
- Our last day on the beach for the 2015/2016 season was October 27th
 - Next season will begin on February 13th
- Melissa & Lisa met with Court Carrier and Matthew Weintraub from the CB Chamber of commerce to discuss ecotourism in Cannon Beach
 - We will be moving forward with an online survey for the citizens of Cannon Beach in January to gather feedback about ecotourism
- New USFW signs will be installed in January
- State of the Coast conference, attended by Melissa Keyser and Melissa Cadwallader was highly informative and provided an opportunity for networking
- A high number of Phalaropes have been found along the coast injured and/or ill which is extremely unusual – these small, shore birds are usually found out at sea, far from land the majority of the year

- Melissa & Lisa have been working over the past few weeks to organize the HRAP section of the City server
- Planning is underway for the next beach season
- Friends of Haystack Rock (FOHR) Winter speaker series began in November, with Wayne Hoffman detailing Peregrines nesting at Yaquina Head
 - The next FOHR talk is on Wednesday, December 14th at 7pm – Guest Speaker: Neil Maine
- FOHR has three new Board members: Craig Davidson, Nadine Nordquist, and Angela Benton

Education:

- Since the beginning of the beach season, we have hosted **52** educational programs on the beach encompassing students and visitors from all age ranges and backgrounds
 - **\$479.25** donated to HRAP by school groups
 - **2,161** students educated in the 2015/2016 season
- 4 groups booked for 2017 beach season, totaling 350 students
- Lisa and FOHR Board member, Craig Davidson, went into Astoria High School on October 27th, for their annual Activity Fair – many students signed up to receive more information about the program
- Melissa visited a Beaverton alternative High School to discuss Sea Star Wasting and current survey methods
 - Students were highly interested in the causes of the 2013 die-off

Volunteers:

- Since the beginning of the year we have had over **92** volunteers donate over **2,876** hours both on and off the beach
- HRAP has raised over **\$7,000** in beach donations since Februarys
- Volunteers continue helping with “behind the scenes” projects, such as writing the HRAP Blog, throughout the winter months

Citizen Science:

- Volunteers (as well as some staff) continue to conduct monthly COASST seabird surveys on the beach as well as sea star surveys, marine debris surveys, and microplastic removal
 - COASST: 5 dead birds found in ½ mile span on November 10th
 - Marine Debris: Lots of smaller marine debris mixed into the high tide line
 - Microplastic: will resume cleanup efforts in February
 - Sea Star Survey: We were able to survey one full plot (of three at Haystack Rock) on November 14th – still low number if animals, very few adults, and many animals with signs of the disease present

Upcoming Events:

- Marine Debris Survey: Tuesday, December 27th @ 2pm
- COASST Bird Survey: Thursday, December 8th @ 11am



Public Safety Report - October 1 through October 31, 2016

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

Station Activity:

CBPD Walk-in	129
CBPD Incoming Phone	337
SPD Dispatched Calls	22

Overnight Camping Warnings	37
Local Security Checks	1704
Traffic Warnings	109
Traffic Citations	20
DUII Arrests	2
Alarm Responses	9
Other Agency Assists	51
Citizen Assists	24

Total Case File Reports 181

Cases of Significance: Theft III x 1, Telephonic Harassment x 1, Restraining Order Violation x 1, Eluding a Police Officer x 1, Reckless Driving x1, Burglary x 2, Hit & Run x1, Trespassing within Closed Area of Haystack Rock x 1, Disorderly Conduct x 1, Resisting Arrest x 1

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