

# City of Cannon Beach Monthly Status Report

**To:** Mayor and City Council  
**From:** Brant Kucera, City Manager  
**Date:** August 4, 2015

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## Executive Report

- Attended the OCCMA Conference in Bend.
- Met with Isler, CPA accountants and our new Finance Director to review the audit schedule for this year.
- Attended a webinar on accommodating pregnancy in the workplace.
- Met with HRAP staff and volunteers to discuss their schedules.

## City Planner Report

**Planning Commission:** July 23 — the Planning Commission (1) approved a free-standing sign variance to allow an emergency location sign on the beach at the end of West Seventh Street; (2) denied a request for variances to the maximum building height and maximum lot coverage standards for a residential remodel at 172 West Harrison Street; and (3) took testimony and continued the hearing to August 27 for a conditional use permit requested by Breakers Point Homeowners Association for about 15,000 cubic yards of dune grading and dune habitat restoration west of the Breakers Point development.

**Design Review Board:** July 16 — the Design Review Board (1) approved a request for new construction by Pelican Pub for a 7,500 square foot brew-pub at 1371 South Hemlock Street; and (2) approved a request by Martin Hospitality for major modifications to The Lumberyard Restaurant, 264 East Third Street, to accommodate a craft brewery.

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

program	number of permits
Vacation Home Rental	105
Transient Rental Program	61
5-year Transient Rental Program	29
Total permits:	195
Incomplete renewals as of 7/27/15	33
New short-term rentals this month (7/15)	33
Short-term rental code enforcement actions this month (7/15)	2

### ***Other Planning Matters:***

- Pre-application meeting with consultant for Mike Clark regarding lot line adjustments for Coaster Properties parcels in the downtown area (6/25).
- Pre-application meeting with AT&T representative regarding permits and lease issues on the Spruce Street cell tower site (6/30).
- Ongoing discussions about floodplain map updates and the Letter of Map Revision with Chris Shirley and Steve Luker of the Oregon Department of Land Conservation and Development (7/14).
- Pre-application meeting with Cannon Beach Christian Conference Center representatives regarding proposed dining hall project (7/22).
- Columbia River Estuary Study Taskforce (CREST) Council meeting (7/23).
- Sunset Empire Transit District meeting regarding their Transportation System Plan (7/27).

### **Public Works Director Report**

#### **PW Admin:**

- Staff have selected David Vonada as the architect to guide the City Hall master planning effort. His first task will be to develop a site plan for the east parking lot. To that end, vegetation clearing along the east and south property lines has been done. A dead spruce tree was taken down and the property lines have been located.
- The repeater project for Police Department is moving forward with a cabinet to be installed at the intersection of Hemlock and Pacific. Project includes a digital repeater unit to enhance emergency communications for personnel on the beach front from Silver Point to Chapman Point. The cabinet location has been marked and the post hole will be excavated this week.
- The Library landscaping and Sroufe fountain relocation project is has been completed. The Sroufe family held a re-dedication and photo-op for the CB Gazette shortly after completion.
- Recent rains have allowed the Ecola Forest Reserve to be re-opened to normal access. Staff will continue to monitor forest conditions for potential fire danger.

#### **Wastewater:**

- Pacific lift station had a computer failure that allowed approximately 11,000 gallons of sewage to spill onto the beach through the Gower Street outfall between 0530 hours and 0800 hours on Monday 20 July. Crews immediately responded and cleaned the contaminated sand from the beach and set out warning signs and barricades. Daily samples were taken to monitor the bacteria levels. Thursday's samples were well below the level of concern and the barricades were removed Friday morning. The Department of Environmental Quality and the state's emergency warning system were notified per normal protocols.

#### **Water:**

- Crews have repaired 6 water leaks this month - all residential service line leaks. One leak was caused by tree roots growing around and under the water meter causing the service line to separate at a fitting.
- Rainfall to date through 27 July has been 0.66 inches - well below the monthly average of 1.51 inches. There was another run of 21 days from the last half of June through July 11 with no measurable rainfall - and then 0.03 inches on the 12th of July.
- July water demand (metered water) has increased significantly year over year - approximately by 20 percent. The normal trend has been around 6 to 7 percent per year for this month. The drier weather is reflected in the demand via increased irrigation.
- Crews plan to start supplementing the springs with Ecola Creek water from the water treatment plant. This will allow the reservoirs to remain at capacity through the remainder of the summer. If the dry weather continues through September, water curtailment (conservation) measures might be needed beginning in late September.
- Crews continue to replace the remaining manual-read commercial water service meters with automatic reading meters. Two manual meters remain in the system.

**Streets & Storm:**

- Preparations have begun for the new bus shelter to be located at Yukon and Hemlock Streets. A pad will be constructed for the base of the shelter. The target is late August for installation.
- Crews have been completing gravel street maintenance projects at various locations - most linked to storm water installations. The short extension of Pacific north of Hemlock up to Vista Del Mar will have a storm drain line and catch basins installed ahead of paving that short steep segment of street later this fall.

**Parks:**

- General parks maintenance has been keeping crews busy. Nearly all wood benches and older tables have received new protective coatings to help protect from moisture and improve their longevity.
- The lower level of the Logan Street beach stairs has been completed. Some minor grading will take place next week to finish the project. The Center Street beach stair reconstruction is nearly complete. Crews will be finishing the upper level block stair sets and regrading the beach area at the bottom later this week and into the first week of August. The new stairs are a bit wider and much sturdier than the previous stairs.
- The Elmwood trail project has begun with a project completion date of 1 September. It will be a connector trail segment from the south end of Elm Street around to the east end of Gower Street at the intersection with Spruce Street. The approaches at each end have been installed. The elevated wood walkway over the wetland in the middle section is beginning construction this week and will continue for the next 2 weeks.

**Building Department Report**

<b>June 2015 Building Department</b>						
<b>Permit Type</b>	<b># of Permits</b>	<b>Permit Fees</b>	<b>Plan Review</b>	<b>FLS</b>	<b>Inspections</b>	<b>Total</b>
Building	9	\$9,483.69	\$4,450.93	\$0.00		\$13,934.62
Mechanical	5	\$678.85				\$678.85
Plumbing	6	\$687.75				\$687.75
Vacation Home Rental	2				\$200.00	\$200.00
						\$0.00
						\$0.00
<b>Monthly Total</b>						<b>\$15,501.22</b>
				<b>Seaside</b>	<b>75% of Total</b>	<b>\$11,625.92</b>
				<b>Cannon Beach</b>	<b>25% of Total</b>	<b>\$3,875.31</b>

## Haystack Rock Awareness Program

- There have been frequent visitor counts of over 100 people in the Marine Garden for the month of July. We had a season record high on July 7th with 200 visitors counted in the Marine Garden.
- There are currently a plethora of chicks at the rock! Western Gull, Tufted Puffin, Pigeon Guillemot and Cormorant chicks have hatched.
- A record number (for this season) of 44 Tufted Puffins have been counted by USFW volunteer Tim Halloran.
- We are continuing our Seastar monitoring with a survey taking place on Friday, July 31st.
- Our Summer Potluck is coming up on Friday, August 8th at 6:00pm at City Hall. It is free and open to the public. The guest speakers, Amelia O'Conner and Nadia Gardner, will be discussing sea bird monitoring and marine reserves.
- We have found out this past month that our seasonal staff can only work 599 hours before receiving PERS. We had been notified, in years prior, that our seasonal employees could work 1000 hours before receiving PERS. I will need to evaluate our budget for next year to determine if we can afford PERS for our Education Coordinator, Volunteer Coordinator and three Lead Interpreters all of whom we need working over 599 hours. If PERS is too costly I will need to look into possibly cutting Seasonal Employees hours and hiring additional staff and/or choosing only a few positions to receive PERS. Currently, we have had to drastically cut back on some seasonal employees hours who are getting close to 599 hours. New Interpreters are being hired to fill this void.
- Angelique Colley was recently hired as a Rocky Shore Interpreter. She had previously volunteered for HRAP and is currently studying at OSU with a focus on Fish and Wildlife.
- Samantha Ferber's last day as Program Coordinator is July 31st. Melissa Keyser, HRAP's Education Coordinator, starts as Interim Coordinator August 1st.
- Our staff will be setting up a display table at the Oregon Coast Aquarium on Wednesday, August 5th. We hope to increase awareness about Haystack Rock, raise donations as well as spur interest in volunteerism for the program.

## Cannon Beach Farmers Market

The Cannon Beach Farmers Market Children's Passport Program will continue Tuesdays through August 25th at 3pm. Jason, Jackson and Jasmine Schermerhorn and Matt Gardner will lead the group. Participants will receive \$2 in tokens at each market they attend and keep a record of their purchases. They will have the opportunity to meet the farmers and learn more about where their food comes from. There will also be fun activities and cooking demonstrations by **Taste of Place**, operated by Oregon State University Extension Service. If you or someone you know is interested please email [cbfm.manager@gmail.com](mailto:cbfm.manager@gmail.com) or call 503-436-8044.



## Parks and Community Services Committee NeCus' Report

### *BEGIN DRAFT MINUTES*

July 16, 2015

### NECUS' VISIONING PROCESS

Knop reported they are meeting at 11:00 am. At the last meeting they talked about the process of the interpretive signs.

### *END DRAFT MINUTES*

**Public Safety Report - June 1, through June 30, 2015**

Staffing:	Authorized	Assigned
Sworn	8	9
Admin/Support	2	1
Parking/Information	4	4
Lifeguards	10	9
Reserve Officers		1

**Station Activity:**

CBPD Walk-in	68
CBPD Incoming Phone	292
SPD Dispatched Calls	101
Overnight Camping Warnings	90
Local Security Checks	1692
Traffic Warnings	129
Traffic Citations	10
DUII Arrests	1
Alarm Responses	7
Other Agency Assists	40
Citizen Assists	80
<b><u>Total Case File Reports</u></b>	<b><u>260</u></b>

Cases of Significance: Fugitive Arrest x 1, DUII x 1, Burglary I x 2, Hit and Run x 4, Felony Domestic Assault IV x 1

Code Enforcement Activities: During this period, 8 alleged municipal code violations were addressed and resolved or pending resolution.