

City of Cannon Beach Monthly Status Report

To: Mayor and City Council
From: Brant Kucera, City Manager
Date: December 1, 2015

City Hall will be closed:

Thursday & Friday December 24th & 25th for the Christmas Holiday.

Planning Commission: November 23 — The Planning Commission will conduct a hearing on a proposed variance to the lot coverage standard for a residential deck expansion at 188 Fernwood Street. The Planning Commission will also continue a work session on possible changes to the City’s tree removal ordinance.

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

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

program	number of permits
Vacation Home Rental	110
Transient Rental Program	58
5-year Transient Rental Program	27
Total permits:	195
New short-term rentals this month (11/15)	1
Short-term rental code enforcement actions this month (11/15)	10

Other Planning Matters:

- Staff attended a steering committee meeting for the County-wide Natural Hazard Mitigation Plan.
- Staff from Cannon Beach and Seaside continued working with the Oregon Department of Land Conservation and Development (DLCD) and the Federal Emergency Management Agency (FEMA) on update of the flood plain maps.
- Staff attended a workplace health workshop.

Public Works Director Report

PW Admin:

- Tolovana Architects have completed a preliminary design for the city hall parking lot on the east side of City Hall. Refinements to the plan are still being input to the design. Staff is waiting for the draft plan.
- The interior master plan for City Hall will be the next phase for Tolovana Architects.
- The RV upgrade project will get underway within the next month. Cannon Beach Electric has been selected to complete the electrical upgrades. McEwan Construction will be installing the new water lines and making modifications to the sewer connections. Cannon Beach Construction will be completing minor updates to the restroom facility.

Wastewater:

- Work is set to begin on the pump replacement project at the Main sewage lift station adjacent to the downtown restroom facilities. Landscaping to the north of the station has been removed in preparation for installation of a new control valve. Staff and the mechanical contractor will be working on site over the next 4 to 6 weeks to complete the project.
- Recent rainfall events have highlighted the impact of inflow and infiltration of rainwater into the treatment system. This will be one of the items evaluated during the wastewater facility master plan update over the next year.
- Master plan proposals have been received from 3 consultants. Staff are reviewing their submissions prior to making a selection.

Water:

- Crews have repaired 4 water leaks this month - all residential service line leaks.
- Rainfall to date through 19 October has been 17.18 inches - well above the long term monthly average. The high single-day total was 4.65 inches on 14 November, with nearly 8 inches received over a 48 hour period between 13-15 November.
- The springs have fully recovered to seasonal flow rates as a result of the rainfall that began the last week of October.
- A new fire hydrant is now operational on Hemlock near the bottom of the S-Curves above Gogona Street.
- Water master plan update proposals have been received from 3 consultants. Staff are reviewing their submissions prior to making a selection.

Streets & Storm:

- 8th Street new paving and the overlay of Oak Street north of 8th has been completed. Storm drainage improvements were completed just ahead of the major storm event and performed as designed. The lower segment of Center Street has been paved down to the intersection with Pacific. The short segment of Pacific between Vista Del Mar and Hemlock has also been paved.
- A drainage problem on Ecola Park Road between 7th and 8th Streets, just north of the intersection with North Hemlock, has created some pavement issues. The ground under and around that area appears to have become saturated and is slowly moving downhill. To pre-empt a complete failure, staff has done an interim repair/maintenance to correct the drainage and try to slow the ground movement and eliminate the water in the asphalt base. This road is a State Parks access road but is also a primary city street - the decision was made to move forward with corrective efforts rather than wait for the availability of State resources given the immediate concerns for the viability of the roadway. There is a long history of prior issues with the roadway at this location.
- No major drainage events or issues occurred during the recent rainfall. A couple of local neighborhood problems occurred from clogged drainage grates (6th and N Hemlock), and a couple of private property issues were noted in the Logan Creek drainage basins. Advance work efforts of staff paid off during the rain event.

- Crews will be conducting tree limbing on various streets throughout the City to bring the clearance up above 14 feet from the street level. This will help provide access for delivery and service vehicles as well as clearance for the various fire apparatus. This task has been delayed because of the weather and is now programmed for December.

Parks:

- Parks has been busy with regular landscape maintenance activities all month.
- Turf rehabilitation continues at NeCus to re-establish the grass that was planted in 2014.
- Several new trees were planted along the right-of-way as part of the 8th Street paving project.
- The pocket park adjacent to the wastewater treatment plant admin building has been graded to help level the area around the picnic table.
- OTAK, Inc. Consulting Engineers have been selected to assist the city with preparation of a Parks and Trails master plan. Staff will begin the fee negotiation the first week of December. The master plan process is projected to last through calendar year 2016 and be completed in early 2017. Staff will work with the consultant and the various committees to develop a broad citizen input and presentation process as part of the overall project.

Building Department Report

October 2015 Building Department						
Permit Type	# of Permits	Permit Fees	Plan Review	FLS	Inspections	Total
Building	4	\$1,976.68	\$961.48	\$57.72		\$2,995.88
Mechanical	1	\$84.70				\$84.70
Plumbing	2	\$320.75				\$320.75
Vacation Home Rental	1				\$100.00	\$100.00
Monthly Total						\$3,501.33
				Seaside	75% of Total	\$2,626.00
				Cannon Beach	25% of Total	\$875.33

Parks and Community Services Committee NeCus' Report

Draft Minutes from October 19, 2015

NECUS' VISIONING PROCESS

Knop reported they are working on the interpretive signs and welcoming pole. Doug Deur prepared text to for the signs. The work group will meet today at 11 am. In response to Anderson's question for an update on the welcoming pole, Knop replied it's within the timeline, Risley added they found seasoned cedar to use for the pole. Anderson noted concerns regarding the installation of the pole, Grassick and Paul Phillips will coordinate.

End Draft Minutes

Public Safety Report - October 1 through October 31, 2015

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

Station Activity:

CBPD Walk-in	118
CBPD Incoming Phone	314
SPD Dispatched Calls	54

Overnight Camping	104
Warnings	
Local Security Checks	1737
Traffic Warnings	121
Traffic Citations	35
DUII Arrests	3
Alarm Responses	7
Other Agency Assists	36
Citizen Assists	22

Total Case File Reports 203

Cases of Significance: DUII x 3, Burg I x 1, Hit & Run x 1, Fugitive Arrest x 1, Interfering w/ a Peace Officer x 1, Resisting Arrest x 1, PCS Methamphetamine x 1, Possession Oxycodone x 1, DWS Felony, Aggravated Animal Abuse I

Code Enforcement Activities: During this period, 2 alleged municipal code violations were addressed and resolved or pending resolution.