

City of Cannon Beach Monthly Status Report

To: Mayor and City Council
From: City Manager Bruce St. Denis
Date: March 6, 2018

Executive Department

The March scheduled work session has been moved to Wednesday, March 14th at 5:30pm from the normal Tuesday. Another work session has been added to the March calendar: Tuesday, March 20th to discuss South Wind.

Planning Department Report

- Fore-dune Management Plan update. The Commission took testimony and continued to the hearing to March 22.
- Affordable/Workforce Housing amendments. The Commission concluded the hearing, discussed the proposed amendments, and voted to recommend that the City Council not adopt the proposed amendments.
- V18-01. The Planning Commission approved a variance requested by James Adams and Kerry Burg to allow an addition to a non-conforming single-family residence at 264 W Kenai.

Design Review Board: The Design Review Board met on February 15 and considered the following:

- DRB17-10. The DRB conducted a public hearing and approved the design of an eight-unit multi-family residence to be constructed at 124 N Larch. The proposal from Coaster Properties would replace a four-unit multi-family building destroyed by fire in February 2017.
- Staff asked the DRB for guidance concerning temporary event signage. DRB members were generally opposed to banners strung across the street right-of-way, but not opposed to temporary signage fastened to existing approved permanent signs.
- Staff asked the Board for guidance concerning possible DRB review of marijuana shops; specifically, of design modifications needed to meet the screening requirement. Board members generally supported DRB review of these modifications.

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

Program	Number of permits
14-day permit	123
Lifetime Unlimited permit	55
5-year Unlimited permit	32
Total permits	210
New short-term rentals this month	4
Pending short-term rentals	1
Short-term code enforcement actions this month	3

Building Permits: Staff processed the following building permits in January:

Permit Type	# of permits	Permit Fees	Value
Building	10	\$2,250.93	\$96,908.00
Mechanical	9	\$1,613.15	
Plumbing	6	\$1,484.25	
Monthly Total	25	\$5,348.33	

Other Planning/Building Matters:

- Planning and finance staff participated in a conference call (1/29) with staff from Host Compliance, a firm that provides short-term rental monitoring and enforcement assistance to local governments.
- Planning staff met (2/8) with Meg Reed of the Oregon Department of Land Conservation and Development, and Laura Gabel, Oregon Department of Geology and Mineral Industries about tsunami mapping, evacuation route mapping, and resilience planning.
- Planning and finance staff participated in a meeting (2/20) with staff from STR Helper, a firm that provides short-term rental monitoring and enforcement assistance to local governments.
- Planning staff began the process for Community Rating System (CRS) re-authorization. This program evaluates the City’s flood hazard mitigation programs, and provides a rating that is tied to the premiums pad on flood insurance.

Public Works Department Report

Water/Wastewater

- The Pacific Force Main project is scheduled to begin March 23, 2018 with a completion date of May 14, 2018.
- The Ash Street water line project is currently in the design phase. Selection of the successful contractor is scheduled for May 2, 2018. Construction will begin in late June, with completion estimated by July 31,2018.
- Crews completed the installation of a new fire hydrant at the RV Park on Elk Creek Road.
- The water crew worked with a leak detection company to locate and repair leaks in the north zone area of our water system resulting in a water recovery of approximately 50 gallons per minute of water.

Roads/Parks

- Storm drain improvement work is almost complete on Evergreen and Forest Lawn streets. This is in preparation for paving of these streets that was delayed last fall due to weather. Notifications of the paving schedule will be forth coming.
- Sewer work and connection are being done on 6th Street off of Beech over the coming weeks. This is in preparation of paving in this area as a result of delays due to weather last fall.

Emergency Management Report

Date Range: February 1, 2018 – February 28, 2018

Overview:

1. Conducted South Presidential Community Forum.
2. CBEMT reviewed South Wind Mass Care conceptual design to give recommendations in preparation for the City Council March Work Session.
3. Oregon Emergency Management Althea Rizzo discussed Tsunami preparedness during a community outreach event.
4. Winter CERT Academy started February 27th.
5. Finance, Police, and Public Works Directors assessed their public records boxes and/or equipment that can be moved from the attic to decrease the weight.
6. The second Business Preparedness and Continuity training was conducted.
7. The 2018 Cannon Beach Hospitality Disaster Tabletop Exercise was conducted.
8. Conducted a work session with the Red Cross regarding enhancing sheltering capabilities in Cannon Beach.
9. Work continues on the 2018 Coastal Community Festival May 12th.

Haystack Rock Awareness Program Report

General:

- Grant in partnership with CBAA awarded \$4400 to cover costs of joint CBAA/HRAP classes.
- “We Speak Puffin” initiative to launch after February 28th.
 - Will provide stickers, pins and window clings to local businesses and hoteliers trained in “We Speak Puffin”.
- First day of 2018 season was February 9th.
- New ‘Do Not Enter’ replacement sign will go soon with the help of Public Works and potentially USFWS.
- Staff and volunteers attended 4 outreach events in February.
- The Rocky Shores Working Group, through OPAC, is updating the Oregon Rocky Shore Territorial Plan.
 - HRAP is assisting with Staff representative on committee.
- Sharing the Coast Conference, will take place in Cannon Beach March 2nd-4th, as a partnership between Oregon Shores, NAME, and HRAP with any corresponding revenue being split three ways.
- The 2018 NAME (Northwest Aquatic and Marine Educators) Conference is in the final planning stages.
 - The conference will take place in Portland OR, with field trips to Haystack Rock, from July 29th-August 2nd.
 - HRAP is participating in the planning process.



Education & Volunteers:

- Education:
 - Have already booked 16 school groups for the 2018 season!
 - Finishing up on HRAP’s new education initiative, ‘We Speak Puffin’.
 - Lisa will be rolling this program out to local businesses and hotels for their staff to become versed on every HRAP does, including information on our seabirds and invertebrates at Haystack Rock.
 - Secured author Jonathan White of Tides: The Science and Spirit of the Ocean for our upcoming Summer Block Party Event on July 14th
- Volunteer:
 - Attended Women’s Expo Tabling Event at the Seaside Convention Center and gave out 8 volunteer packets to very interested local women who attended this event.
 - Some of our new volunteers have already helped out on the beach!

- Gearing up for March tabling events reaching out to even more potential volunteers!

Outreach:

- Reached out to Portland Community College who plans to help SOLVE with a beach clean up in Cannon beach on April 21st.
- Sending letter from HRAP Director to TripAdvisor claiming site.
- Reached out to Cape Falcon- partnering on Charlotte Martin grant.
- We will be attending Clatsop Community Job Fair rescheduled for next Wednesday.
- Grant in partnership with CBAA awarded \$4400 to cover costs of joint CBAA/HRAP classes.
 - Classes are being booked and will be listed in the spring Catalog to be promoted through both programs.
- Tabled the Inaugural OCWE event in Seaside.
 - Turnout was lower than expected due to inclement weather.
- NAME sponsored Bioblitz has been scheduled and will be promoted by NAME.
- Scheduled SOLVE Cleanup for April 22 to conclude the 12 Days of Earth Day.
- Booked Christen Allsup for Hands Across the Sand at noon on Sunday April 15th as well as for a microplastic filtration meditation scheduled for June 30th.
- Identified contact and process for Patagonia Retail Grants program and will be submitting a proposal next cycle.
- Created Jewelry distribution list and associated invoicing for delivery to locations.
- Increased social media targeting in the past month.

Communication:

- Posted new video about the program and our mission on our website.
 - Aim is to bring in new volunteers.
- Brought 'Haystack Rocks' poster (of 2018 events) to Cannon Beach Wednesday morning meeting.
- Made recreation distances poster showing proper boating, drone, recreating distances from the Rock.
 - Distributed to CB PD, CB Visitor Center and to our volunteer and hotelier lists via email.
- Made Eventbrite events live and linked them to our website.
- Designed and made all new program signs for start of season.
- Sent out press releases for start of season and sharing the coast.
- Updated 12 days of earth day website.

Citizen Science:

- Volunteers & staff continue to conduct monthly citizen science surveys:
 - CoastWatch: An ailing sea lion was observed for several days just south of Tolavana Wayside until it finally died.
 - COASST Beached Bird Survey: no dead birds found in either section of our mile.
 - Several volunteers joined us for the southern half and helped clean up the beach as we searched for beached birds.
 - Marine Debris Survey: Lisa and Eric collected 2 large bags full of (mostly) plastic and rope debris.
 - Sea Star Survey (Jan 31st): We recorded the second highest number of sea stars (247) of any survey we've done since beginning the surveys in 2014.
 - 64 of which (26%) were observed wasting.
 - We also surveyed only one of the two established plots. The vast majority were all first-year juveniles, suggesting that they had another high reproduction event.
 - Percent wasting is consistent with the last several surveys in 2017.

Public Safety Report – January 2018

Staffing:	Authorized	Assigned
Sworn	8	7
Admin/Support	2	2
Parking/Information	6	0
Lifeguards	10	0
Reserve Officers		

	January 2018	January 2017
<u>Station Activity:</u>		
CBPD Walk-in	193	107
CBPD Incoming Phone	294	301
SPD Dispatched Calls	55	46
Overnight Camping Warnings	42	8
Local Security Checks	1959	3355
Traffic Warnings	185	286
Traffic Citations	22	37
DUII Arrests	1	3
Alarm Responses	11	11
Other Agency Assists	42	55
Citizen Assists	16	28
<u>Total Case File Reports</u>	168	168

Cases of Significance:

- Warrant Service/ Fugitive Arrest: 4 Arrests
- PCS/ DCS – Methamphetamine: 1 Arrest
- Felon in Possession Weapon CCW: 1 Arrest
- Burglary I: 1 Case
- Burglary II: 2 Cases
- Assault IV - Felony: 1 Case
- Kidnapping II: 1 Case

- Driving with a Suspended License: 4 Citations, 1 Misdemeanor Arrest
- Open Container of Alcohol: 1 Citation
- No Operators License: 2 Citations
- Driving Uninsured/ Fail to Carry Proof: 5 Citations
- Careless Driving: 1 Citation
- Blood Alcohol Content of DUII Arrests: 1 Arrest – Blood Alcohol Content .13
- Violation of Basic Rule: 1 Citation – 79/55 (79 MPH in a 55 MPH Zone)

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