

**City of Cannon Beach
Monthly Status Report**

To: Mayor and City Council
From: City Manager Bruce St. Denis
Date: October 2, 2018

Planning Department Report

Planning Commission: The Planning Commission will meet on September 27 to consider the following:

- Fore-dune Management Plan update: The public hearing on this item was closed in May. The Planning Commission will continue its discussion of the CREST report, comprehensive plan amendments, and zoning ordinance changes.
- Tree removal ordinance amendments. The Planning Commission will continue its discussion of proposed tree removal ordinance amendments.
- SR18-05. The Planning Commission will consider a proposed setback reduction at 148 N Larch to accommodate roof-line modifications to an existing non-conforming single-family dwelling.

Design Review Board: The Design Review Board met on September 20. The DRB considered a request by Cannon Beach Community Church for landscape modification and parking lot lighting at 132 E Washington. The request was approved with modifications.

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

Program	Number of permits
14-day permit	120
Lifetime Unlimited permit	52
5-year Unlimited permit	34
Total permits	206
New short-term rentals this month	1
Pending short-term rentals	3
Five-year lottery draws this month	1
Short-term code enforcement actions this month	1

Building Permits: Staff processed a total of 34 building, mechanical and plumbing permits in August:

Permit Type	# of permits	Permit Fees	Value
Building	10	\$13,662	\$1,283,436
Mechanical	16	\$3,406	
Plumbing	8	\$1,256	
Monthly Total	34	\$18,324	1,283,436

The building official spent approximately 15 hours per week providing building inspection and plan review services to the City of Manzanita under an Intergovernmental Agreement.

Other Planning/Building Matters:

- The Planning Director participated in interviews with Community Development Director finalists (9/4 and 9/6).
- The City’s Building Official attended a meeting (9/12) in Warrenton with other city and county building officials in the region, and with representatives of the State Building Codes Divisions, to discuss recent code interpretations and related matters.
- The Planning Director attended a meeting of the Ecola Creek Watershed Council (9/17). The Council discussed update of the City’s Ecola Creek Forest Reserve Stewardship Plan.
- The Building Official and Planning Director met (9/19) with Jeff Carlson, director of the Cannon Beach Conference Center, to discuss phase 2 of their dining hall renovation project.
- As part of the ECFR Stewardship Plan update, the Planning Director and the Parks & Community Services Committee took a field trip to the Ecola Creek Forest Reserve (9/20) with Barry Sims of Trout Mountain Forestry, and Mark Morgans and Dave Dogherty of Greenwood Resources.

Public Works Department Report

Water/Wastewater

- The Ash Street water line replacement project is approximately 80% complete. Total completion is anticipated to be no later than the first week in October.
- We received approval from DEQ (Department of Environmental Quality) on our Wastewater Masterplans. Approval from OHA (Oregon Health Authority) is pending for our Water Masterplans once our seismic assessment has been completed and submitted for their review. We anticipate approximately 6 weeks for this process to be completed.

Roads/Parks

- Both downtown parking lots, behind Mariner Market and across from the Chamber office, have completed the resurfacing process. A much-needed improvement!
- Patches on the areas where the asphalt had to be cut to repair water leaks will be done by September 24th, as will any pot-hole repairs.

Haystack Rock Awareness Program Report

General

- Annual totals (since 1/1/18):
 - Direct visitor contacts: 85,000+
 - Education Programs (field-trip, classroom, etc.): 68
 - Number of volunteers: 163
 - Bird Rescues: 35
 - Beach wheelchair checkouts: 265
 - Partnering events (attended and/or co-hosted): 113
 - Drone disturbances: 99
- HRAP Director and Coordinators attended meetings for various partnering organizations including Wildlife Center of the North Coast, Friends of Haystack Rock, Oregon Ocean Policy Advisory Committee, Travel Oregon, Friends of Cape Falcon Marine Reserve, Lower Columbia Hispanic Council, and Northwest Aquatic and Marine Educators.



Education & Volunteers

- Education:
 - Guided a group of 40 Sea Grant educators from all over the US.
 - Guided the Tico's from Costa Rica – this has been the 7th year participating with them.
 - Assisted with the release of 33 Common Murres at the Rock.
 - Waiting on 2019 Tidal information to begin scheduling the current school groups in the queue.
 - Guiding a chartered group of fisher's out of Garibaldi about our Haystack Rock and Cape Falcon Marine Reserve.
- Volunteer:
 - Planning and prepping for end of season celebration.
 - Added 2 new beach volunteers this month!

Outreach

- Followed up on Community Art funding to finish frame out of Whale.
- Promoting Joint CBAA and HRAP Class 9/22.
- Registered for Seaside Artisan Faire.
- Reached out regarding Rural Business Development Grants in Oregon.
- Spoke with Kit Ketchum from PUUF who requested a Trash Talk Presentation in Astoria in November.
- Followed with Surfrider regarding Surfboard Tour.
- Working with Public Works regarding Drinking Water State Revolving Fund for SRAMP.
- Followed up with Mark Ellsworth regarding One Stop meeting for RIF.
- 2018 EEAO Conference – Signed up for Tabling and presenting.

Communication

- Citizen Science:
 - Seastar Survey cancelled due to no accessibility.
 - One Cormorant nest being monitored all else have fledged.
 - Preliminary seabird data shows 12 out of 17 nests were successful this year in our plot with success ranging from 1-4 chicks per nest.
 - Also add about COMU release.
 - 51 dead birds counted during COASST survey.
- Marketing Materials:
 - Distributed new brochures to visitor center & citizen science events and have been using on beach.
 - Reprinted and stocked truck with new signs after summer wear and tear.
 - Created new offshore animal guide book.
 - Researched and drafted options/proposal for new volunteer/citizen science vehicle.
- Web Design:
 - Updated Seashore tour page with Jesse's information.
 - updated staff page adding Margaret and Jonah and removing those who have left.

Beach Wheelchairs and Bilingual Interpretations – Inclusivity

- The beach wheelchair program has had 265 reservations for beach wheelchairs since October 5, 2017, including multiple reservations where party uses chair for a few days in a row.
- Wheelchairs currently has 17 future reservations, including several for October.
- Wheelchair was reserved by one Spanish-only speaking family; they donated \$20.00.

- Wheelchairs program has earned approximately \$2500 in donations, not including initial of \$6500.
- Andrea has translated over a dozen of the beach signs used by the HRAP interpreters.
- Andrea has served as the bilingual interpreter on the beach, connecting with several Spanish-only speaking groups and educating them about the tidepools and marine life.
- Wheelchairs has gotten a lot of feedback about adding a third chair to the program, with over a dozen mentions when physically given a donation.
- The wheelchair program is currently in a position to acquire a third wheelchair, however a third wheelchair would definitely entail needing to have a full time position. Even with two beach wheelchairs, Andrea has had to be very careful when saving reservations so as to not go over her hours. Some 85 people have been placed on the cancellation list and the cancellation list has only been utilized 12 times. A full-time position would open more time for more visitors to use the beach chairs and donate to the program.
- Many people are now starting to do “walk-ins,” where they don’t make a reservation, but instead come in to City Hall to see if they can check one out. Most walk-ins were on the beach and saw the beach wheelchair being used, asked about the information from the wheelchair user and then came straight over to City Hall to take a chair, make a future reservation, and even donate.

Public Safety Report – August 2018

Staffing:	Authorized	Assigned
Sworn	8	7
Admin/Support	2	2
Parking/Information	6	5
Lifeguards	10	10
Reserve Officers		0

Station Activity:	August 2018	August 2017
CBPD Walk-in	310	297
CBPD Incoming Phone	580	646
SPD Dispatched Calls	105	65
Overnight Camping Warnings	183	216
Local Security Checks	2176	1572
Traffic Warnings	56	162
Traffic Citations	9	16
DUII Arrests	2	0
Alarm Responses	12	4
AOA, Including FD	63	48
Citizen Assists	23	53
<u>Total Case File Reports</u>	427	403

Cases of Significance:

Burglary 1:	2 Cases
Unauthorized Use of Motor Vehicle:	1 Case
Fugitive Arrest:	3 Cases
Theft I:	1 Case
Theft II:	1 Case
Theft III:	1 Case
Criminal Mischief III:	1 Case
Violation of a No Contact Order:	1 Case

Traffic Citations:

Driving with a Suspended License:	2 Citations
Violation of Basic Rule:	1 Citation (76/55)
No Operator’s License:	1 Citation
Eluding a Police Officer:	1 Citation
Fail to Drive Within Lane:	2 Citations
Reckless Driving:	1 Citation
Hit & Run:	1 Citation

Code Enforcement Activities: During this period, 5 alleged municipal code violations were addressed and resolved or pending resolution.