

**City of Cannon Beach
Monthly Status Report**

To: Mayor and City Council

From: City Manager Bruce St. Denis

Date: April 5, 2022

Planning Commission: The Planning Commission met on March 24th, to consider the following items:

- Continuation and Consideration of AA# 22-01, Greg Hathaway request, on behalf of Jeff & Jennifer Harrison for an Appeal of an Administrative Decision to approve a building/development permit for Harding-Bouvet at 534 N. Laurel Street.
- Public Hearing and Consideration of CU# 22-01, Keith and Christine Amo request, for a Conditional Use Permit for shoreline stabilization at 3863 Ocean Ave.

Design Review Board: The Design Review Board met on March 17th, to consider the following items:

- Public Hearing and Consideration of DRB 22-03, Karen La Bonte application on behalf of the City of Cannon Beach for improvements at the intersection of Warren Way and S. Hemlock.

The Chair of the DRB, approved minor modifications for the following addresses:

DRB #22-05 – 964 S Hemlock / 148 W Harrison, new hedge to replace fence

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

Program	Number of permits
14-day permit	127
Lifetime Unlimited permit	46
5-year Unlimited permit	27
Total permits	200
New short-term rentals this month	5
Pending short-term rentals	3

Building Permits: Staff processed a total of 9 building, 10 mechanical and 14 plumbing permits in February:

Permit Type	# of permits	Permit Fees	Value	Affordable Housing Surcharge, Current Month	Affordable Housing Surcharge, Fiscal Year to date	Affordable Housing Surcharge, Total to Date
Building	9	\$26,790.86	\$ 3,091,500.00	\$ 30,915.00	\$ 87,905.88	\$ 265,655.88
Mechanical	10	\$2,690.84				
Plumbing	14	\$3,183.00				
Monthly Total	33	\$32,664.70				

Other Planning/Building Matters:

- The CD Staff supported the City Manager’ Office completing 1 Public Record(s) Request(s) for the month, accounting for approximately .5 hours;
- The CD Director, City Planner and Assistant PW Director met with TSP PMT to discuss the PAC & Open House #4 Draft TSP and set the date for the fourth TSP Online Open House for March;
- The CD Director spoke before the Seaside Housing Taskforce, discussing regional workforce and affordable housing, March 7, 2022;
- The CD Department hosted the quarterly STR Taskforce Meeting;
- The CD Staff continued Accela 101 Training, hosted by Oregon State Building Department;
- The CD Director drafted FY 22/23 budget;
- The CD Director attended Clatsop County Emergency Management Training, March 1, 2022;
- The CD Director and City Planner met with Tracy Huezenga, of CREST, regarding the Ecola North Bank Stabilization project;
- The CD Director and City Planner met with Public Works and Finance to review application materials for the Ecola Park Road Reimbursement District;
- The Plan Review team met with RV Park representatives regarding upcoming improvement projects;
- The CD Director served on the consultant selection committee for the Cannon Beach Elementary School revitalization project;
- The CD Director continues to work with Code Audit PMT to prepare for the April 19th Joint Work Session #3;
- The CD Director drafted strategies for Next Steps for Emergency Zoning Provisions, regarding the proposed roll-back of COVID restrictions for April Council consideration;

Tree Report – February

Date	Name	Location	# Removed	Removed Dead/Dying	Required to Replant
2/8/2022	Smith, Jeffery	2887 S Hemlock	2		2
2/9/2022	Berg / Long	172 E Dawes	6		0
2/18/2022	Gay	3740 W Chinook	2		2
2/8/2022	Prentice	140 E Jackson	1		1
Number of Native Trees Planted by City Staff: 0 Number of Native Trees Planted by City Staff same time last year: 0 Replanting of Trees occurs during the appropriate tree planting season					

Public Works Department Report – March

Water

- Installed new water service at 515 N Hemlock.
- Installed new three-inch meters with pressure sensors at Stephanie Inn, Inn at CB, and Tolovana Sands.
- Vactored and exposed customer leak near water meter at 148 W Jackson.
- Installed new meter valve at 238 W Sitka.
- Conducted Tok Lane survey utility locate.
- Raised meter box and customer valve box at 648 Ecola Park Road.
- Replaced 10 HP motor and pump at Sunset pump station.
- Assisted Cindy Olson with annual testing of City backflow devices.
- Replaced broken meter box at 3632 Pacific.
- Educated customers on Eye on Water (Total: 600 signed up).
- Installed 2 new cellular meters and LTE endpoints (Total: 1820 installed).
- Entered LTE data into Beacon and Caselle.
- Conducted monthly meter reads.
- Serviced water tank at Coaster Properties Building (designated Red Cross emergency resource).
- Completed daily reads and checks at PW yard, filter plant and City Hall.
- Notified multiple users of water leaks and high use; educated them on Eye on Water capabilities available to them.

Wastewater

- Wired in rental generator at Pacific pump station while the stationary generator is being repaired.
- Installed three new sewer service taps.
- Repaired sewer service on Ash Street.
- Greased aeration blowers at treatment plant.

- Changed out UV bulb for effluent disinfection.
- Conducted pump station maintenance.
- Replaced air filters in variable frequency drives in the electrical room.
- Attended continuing education classes online.

Parks

- Started clearing about 20 blowdowns off the Ecola Creek Forest Reserve path.
- Cleaned out the ADA ramp at the Tolovana Wayside for the spring/summer season.
- Installed replacement clatterbridge at Main Park playground.
- Replaced 10 of 14 interpretive signs around the lagoon loop trail and ordered additional backup signs to keep in storage until they are needed.
- Re-installed orange bench by public restrooms after it got a fresh coat of paint & powder coating.
- Patched concrete crack at skatepark.
- Ordered flower baskets for the summer season.
- Conducted seasonal landscape maintenance.
 - Placed new sod behind the bandstand.
 - Spread fertilizer on planting beds.
 - Pruned foliage as needed.
 - Removed invasive ivy from trees.
- Ordered backup benches and trash cans to keep in storage.

Roads & Storm

- Set large stones at the top of 7th Street to prevent vehicle access attempts.
- Cleaned catch basins, beach accesses and outfalls.
- Finished prepping Larch Street for spring paving overlay.
- Began road and storm improvements on Ross Lane and View Point Terrace.
- Started clearing rights-of-way around telephone poles and electrical vaults throughout town.
- Conducted pothole sweep of town.
- Commenced wall improvements at Public Works yard.

Emergency Management – March

- Assisted with Community Bulletin deployment – Improved results and feedback driving progress
- Sent out important message on city web site and social media -FB
- Wayfinding Wednesday –March 2nd
- CBEMT – Emergency Volunteer meeting
- North Tank Radio shelter building progress
 - Back up Battery – Generator progress
- Assist community members with safety barrel into cache sites
- Move forward with improving the Tsunami Evacuation maps – New training in March
- DOGAMI “Beat the Wave” signs -Spring 2022-
 - Scheduled for May 12th – Coaster Theater

- Communications and Coordination with Clatsop Plan (Clatsop County) - Cascadia Raising 2022
- Ongoing updates when significant issues arise to Staff, Council, Community (Weather, Outbreaks, State Mandates)
- Started Cascadia Raising 2022 planning – Scheduled staff training
 - Emergency Operations all -Day event for staff
- Awarded a large grant from the State/Fed for Cache Site development- Planning development for grant
 - Contract progress for Grant
- Schedule equipment drop off for Power vaults to be delivered, cache sites
 - May 2022 - TANGO
- Background research and future development of Tsunami -Costal Sirens
 - Working directly with fire district to reframe challenges
 - Scheduling inspection of system
- Provide COWS update for City Council -2022
- Safety group meeting for city employees
 - Update on actionable items –
 - Work party schedule for April 11th (Recycle Center)
- PIO- emergency messaging training for city staff, Police, Fire members
 - Updated messaging sheets for next meeting in April
- Meeting with VERIZON reps for improved cellular and emergency options
- Met with Manzanita Emergency Manager and Tillamook County Emergency Manager to improve South area coordination
- Attended an All-Hazards training with Clatsop County Emergency Management staff and other County cities
- Started grant process for a SPIRE grant
 - Emergency Communications
 - Water trailer
 - Fuel trailer
- Vaccination clinic March 30th

Haystack Rock Awareness Program (HRAP) – March

- Common Murres, Black Oystercatchers, Surf Scoters, Pigeon Guillemots, and Cormorants are all present in breeding plumage and increasing in numbers
- HRAP is currently at 85% seasonal staff capacity with one additional hire pending background check
- First event of the season was a beach clean-up in partnership with Pelican Brewery on Sunday February 27th – 12 people participated despite high wind gusts and rain
- A pilot run of a beach cleanup partnership with Surfsands is scheduled to happen at the end of this month
- Visitor counts at the beach are currently 19% higher than they were in 2017-2019.
- Welcome the Puffins event is currently in planning and set to happen April 30th and May 1st

Public Safety Report – February 2022

Staffing:	Authorized	Assigned
Sworn	8	8
Code Enforcement	1	0
Admin/Support	2	2
Parking/Information	6	0
Lifeguards	10	0

	February 2022	February 2021
Station Activity:		
CBPD Walk-in	146	101
CBPD Incoming Phone	236	272
SPD Dispatched Calls	90	39
Overnight Camping Warnings	18	20
Local Security Checks	2484	2834
Parking Citations	24	N/A
Traffic Warnings	172	145
Traffic Citations	33	30
DUII Arrests	3	1
Alarm Responses	14	10
AOA, Including FD	24	27
Citizen Assists	15	9
Transient Contacts	9	7
Total Case File Reports	173	161

Cases of Significance:

Forgery/Fraud:	1 Case	Criminal Mischief II:	3 Cases
Criminal Mischief III:	2 Case	Disturbance Domestic:	1 Case
DUII (%): .18%/ .15%/ NO BAC	3 Cases	Theft II:	1 Case
Suspicious Circumstance:	10 Cases	Theft III:	1 Case
Warrant/Fugitive Arrest:	3 Cases	Criminal Trespass/Notice:	6 Cases
Drug Laws:	2 Cases	Fail to Register as Sex Offender:	1 Case

Traffic Citations:

Driving with Suspended License:	2 Citations	Throwing Burning Material from Vehicle:	1 Citation
Oper. Veh. Using Mobile Device:	7 Citations	Reckless Endangering:	3 Citations
in a No Pass:	1 Citation	Reckless Driving:	1 Citation
Fail to Register Vehicle:	1 Citation	Fail to Obey Traffic Ctrl. Device:	1 Citation
Expired Registration:	2 Citations	DUII:	3 Citations
Driving on the Ocean Shore:	1 Citation	Careless Driving:	1 Citation
Violation of Basic Rule/Speeding:	7 Citations	No Proof of Insurance:	1 Citation
(80/55, 80/55, 80/55, 35/25, 71/55, 63/45, 74/55)		Illegal U-turn:	1 Citation

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