

**City of Cannon Beach  
Monthly Status Report**

**To:** Mayor and City Council  
**From:** City Manager Bruce St. Denis  
**Date:** November, 2023

**Community Development Monthly Report, September 2023**

**Planning Commission: The Planning Commission did not meet in September**

**Design Review Board: The Design Review Board met on September 19, 2023, to consider the following items:**

- DRB 23-09 CIDA CBES Rejuvenation Project. Continued until October 19, 2023

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

None

**Short-term Rentals**

Program	Number of permits
14-day permit	151
Lifetime Unlimited permit	45
5-year Unlimited permit	5
Total permits	201
New short-term rentals this month	2
Pending short-term rentals	2

**Tree Report**

Date	Location	Hazard	Dead	Const.	Health other	Solar	Replant Req.
9/18/23	3947 S Hemlock			16			

**Other Planning/Building Matters:**

- CD Staff continues to support and work with Urbswork on the Wetlands Amendments and Code Audit.

*City Manager Report November 7, 2023*

- CD Staff participated with CREST and regional planning partners for the Ecola Creek Design project.
- CD Staff participated with CREST and regional planning partners for Clatsop Regional Housing Task Force.
- CD Staff continues to participate in the Cannon Beach Elementary School, Police Station, and City Hall projects.
- CD Staff continues working with the attorney preparing for the Roberts and Burton LUBA appeals.

**Building Department Permit Fees: September 1-30, 2023**

<b>Building</b>	<b>Issued</b>	<b>Permit Fees</b>	<b>Value</b>	<b>Affordable Housing Tax Fund*</b>
New SFR	1	\$17,274.69	\$489,000.00	\$4,890.00
Addition		0	0	
Alteration	1	340.94	\$4,000.00	0
Repair	1	260.30	\$1,500.00	0
Replacement	1	0	0	0
Tenant Improvements	0	0	0	0
Commercial	3	\$21,013.38	\$1,765,700.48	Fire Station Repair / 2 Pump Stations (Public Improvement not subject to tax)
<b>Total</b>	<b>5</b>	<b>\$38,889.31</b>	<b>\$2,260,200.48</b>	<b>\$4,890.00</b>

\*Affordable Housing Tax Collection is 1% of the value of the building permit and is distributed as follows:

Four percent as an administrative fee to recoup the expenses of the city. After deducting the administrative fee, Fifteen percent is distributed to the Housing and Community Services Department to fund home ownership programs that provide down payment assistance (paid to the state). Fifty percent to fund developer incentives allowed or offered and Thirty-five percent for programs and incentives of the city related to affordable housing. This eighty-five percent goes into the City's Affordable Housing Fund.

<b>Affordable Housing Summary</b>	Month to Date	Year to Date	Total to Date
Residential	\$4,890.00	\$11,618.68	\$327,321.25
Commercial	\$0	\$0	\$64,823.42
<b>Total</b>	<b>\$4,890.00</b>	<b>\$11,618.68</b>	<b>\$392,144.67</b>

<b>Other Permits</b>	Issued	Permit Fees
Mechanical	5	\$820.00
Plumbing	4	\$885.00
<b>Total</b>	<b>9</b>	<b>\$1,705.00</b>

### **Public Works Department Report – October**

#### Parks:

- Continued installing replacement playground equipment in Main City Park;
- Received new shore pines to plant in Whale Park;
- Planted 2 new pines in City right-of-way between Harrison and Gower

#### Water:

- Downed tree removed at gate to ECFR.
- Ordered transfer switch controller for Sunset Station.
- Leak detection conducted with OAWU.
- Collecting data for water audit report.
- Educated customers on Eye on Water (Total: 834 signed up).
- Conducted monthly meter reads.
- Updated meter data in Caselle.
- Daily reads and checks completed at PW yard, Filter plant and City Hall.
- Completed weekly locates and work orders.
- Performed standby and callout duties.
- Notified multiple users of water leaks and high use.
- Updated meter data and sent to GeoMoose.
- Entered LTE data into Beacon and Caselle.
- Weather data collected and posted.

#### Wastewater:

- New generator start-up at Main PS.
- Mowing around the dike around the wetland cells.
- End of summer season main line cleaning cont.
- Construction of the Midway & Siuslaw generator building continued.
- Add Hazard Lighting & Night Lighting on the PW fleet trucks.

- Power wash facility buildings around the treatment plant.
- Peterson CAT technician in Cannon Beach performing the yearly service maintenance.

#### Roads:

- Fixed and repaved curve in front of Whale Park;
- Refreshed curb markings throughout town;
- Finished annual citywide patching project;
- Cleaned outfalls;
- Picked up trash;
- Began fall mowing and overhead tree trimming;
- Refreshed diagonal parking stripes on Larch St., between 1<sup>st</sup>/2<sup>nd</sup>.

#### **Emergency Management – October**

- Wayfinding Wednesday –October 4th
- Attend Oregon Emergency Managers Conference OEMA -October 2-6
- Assist forestry partners Nuveenn with showing value of private/public partnerships \_October 6
- Neighborhood visit to discuss building resiliency hubs in communities together -October 7
- Resiliency Hub tour with typing exercise – EOC public works -October 17-19
- Great Shake Out exercise for city hall employees -October 19
  - Emergency Volunteers radio exercise
- Cache site barrel opening for all sites - October 21
- Satellite -Starlink review for improved network at cache sites and EOC's -October 25
- Assist Seaside School district eprep team in cache site security and development -October 26

#### **Haystack Rock Awareness Program (HRAP) – October**

- September 2023 Total Contacts: 6095
- The last day of our season is scheduled for November 30<sup>th</sup>. Our program will resume operation on the beach during President's Day Weekend.
- Our Staff and Volunteer Appreciation Party will take place on December 9<sup>th</sup> at 3:00 PM in the Council Chambers.
- HRAP was awarded a \$5,000 microgrant from the Oregon Department of Transportation (ODOT) for the free wheelchair program. Our FY 2023-2024 budget was amended on October 3<sup>rd</sup> to account for the increase in funds.
- Our UTV is still being treated/detailed. Once completed, it will be stored within the old elementary school until next season.
- Mylasia Miklas attended the 2023 Peoples Coast Summit.
- Jacie Gregory, a seasonal Rocky Shore Interpreter, attended Astoria High Schools Activity fair on October 19<sup>th</sup>.

**Public Safety Report – September 2023**

<b>Staffing:</b>	<b>Authorized</b>	<b>Assigned</b>
Sworn	9	8
Code Enforcement	1	1
Admin/Support	2	2
Parking/Information	6	3
Lifeguards	10	0 (15 incl. fire personnel)

	<b>2023</b>	<b>2022</b>
<b><u>Station Activity:</u></b>		
CBPD Walk-in	145	176
CBPD Incoming Phone	156	376
SPD Dispatched Calls	181	170
Overnight Camping Warnings	76	72
Local Security Checks	2470	2628
Parking Citations	69	141
Traffic Warnings	264	202
Traffic Citations	32	37
DUII Arrests	3	0
Alarm Responses	6	13
AOA, Including FD	33	62
Citizen Assists	19	19
Transient Contacts	5	18
<b><u>Total Case File Reports</u></b>	<b>282</b>	<b>326</b>

**Cases of Significance:**

Fireworks:	1 Case	Suspicious Circumstance	8 Cases
Trespass 2:	4 Case	Crim Mis II:	2 Cases
Warrant:	1 Case	Weapons Laws:	1 Case
Domestic Disturbance:	1 Case	Child Neglect:	1 Case
Child Neglect 2 <sup>nd</sup> Degree: 1 cite issued	1 Case	Death Investigation:	1 Case
DUII: 0.14%/0.27%/Test Refusal	3 Cases	Hit & Run:	4 Cases
Interfering w/ FD:	1 Case	Fraud:	1 Case
Theft III:	1 Case	Theft of lost property:	1 Case
Suspended Misdemeanor:	1 Case	MIP Marijuana: 1 citation	1 Case
Welfare Check:	10 Cases	Suicidal:	1 Case
Unsecured Premise:	1 Case		

**Traffic Citations:**

Driving with Suspended License: (3-Violation, 1-Misdemeanor)			4 Citations
No Proof of Insurance:	1 Citations	Illegal U-turn:	1 Citation
DUII: (blood draw/0.14%/0.27%)	3 Citations	No Operator's License:	2 Citations
Cell Phone Use:	5 Citations	Fail to Display Out of State Plates:	1 Citation
Fail to Yield Pedestrian:	1 Citation	No Operator's License:	2 Citations
Violation of Basic Rule/Speeding:	12 Citations (78/55, 72/55, 71/55, 76/55, 80/55, 81/55, 84/55, 78/55, 77/55, 78/55, 77/55, 74/55)		

**Code Enforcement Activities:** During this period, **14** municipal code violations were addressed and resolved or pending resolution.