

# City of Cannon Beach Monthly Status Report

**To:** Mayor and City Council  
**From:** Brant Kucera, City Manager  
**Date:** October 4, 2016

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## **Planning Director Report**

**Design Review Board:** No items were scheduled before the Design Review Board in September.

**Planning Commission:** The Planning Commission heard the following requests at its September 22 meeting:

- Oregon Coast Alliance (ORCA) appealed an administrative decision to approve remedial sand removal from the irrigation system at Breakers Point. The Planning Commission denied the appeal, upholding the permit.
- The Lodges at Cannon Beach requested approval for 18 hotel units adjacent to West Surfcrest. This was the re-authorization of a permit previously approved by the Planning Commission in 2006. The Planning Commission denied the request.
- The Planning Commission closed the public hearing and made recommendations for the City Council on changes to the tree removal ordinance.

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

<b>program</b>	<b>number of permits</b>
Vacation Home Rental	113
Transient Rental Program	58
5-year Transient Rental Program	28
Total permits:	199
New short-term rentals this month (through 9/26)	7
Short-term rental code enforcement actions this month (through 9/26)	1

## ***Other Planning Matters:***

- Building official candidates were interviewed (8/29, 8/30, and 9/1).

- Planning staff, City attorney Tammy Herdener, and Police Chief Jason Schermerhorn met with representatives of short-term rental management companies to discuss the City's short-term rental permit program (9/6).
- Planning Commissioners and Design Review Board members attended a training session (9/17).

### **Building Department Report**

<b>August 2016 Building Department</b>						
<b>Permit Type</b>	<b># of Permits</b>	<b>Permit Fees</b>	<b>Plan Review</b>	<b>FLS</b>	<b>Inspections</b>	<b>Total</b>
Building	9	\$6,561.26	\$8,876.77	\$0.00		\$15,438.03
Mechanical	6	\$1,492.45				\$1,492.45
Plumbing	2	\$156.60				\$156.60
Vacation Home Rental	4				\$400.00	\$400.00
<b>Monthly Total</b>						<b>\$17,487.08</b>
				<b>Seaside</b>	<b>75% of Total</b>	<b>\$13,115.31</b>
				<b>Cannon Beach</b>	<b>25% of Total</b>	<b>\$4,371.77</b>

### **Emergency Management Report**

**DATE RANGE: September 2016**

OVERVIEW:

- Conducted a Mass Care Sheltering work session with Public Works to include:
  - Reviewing the South Wind Site acreage to begin Mass Care Shelter design
- Conducted emergency management website design work session with City Staff.
- The Tsunami Kiosk and Evacuation Route Project funded by the state is progressing. The following is a progress overview:
  - Kiosk built and waiting to be placed in October in three locations (North, mid town, and South).
  - Kiosk and Beach locators placed in their respective locations.
- City of Cannon Beach CERT Training first training session was September 17<sup>th</sup>. 8 people registered for the class.

- CERT Training Schedule:

<b>Saturday, September 17</b>	<b>Activity</b>
9:00 AM	CERT Organization
10:00 AM	Disaster Preparedness/Hazards
11:30 AM	Lunch
12:00 PM	Disaster Psychology
1:30 PM	Break
2:00 - 3:00 PM	NW Natural
3:00 -4:00 PM	Pacific Power
4:00 - 4:30 PM	Radio/Communication
4:30 PM	Adjourn
<b>Saturday, September 24</b>	<b>Activity</b>
9:00 AM	Fire Safety
10:15 AM	Break
10:30 AM	Disaster Medical I
12:00 PM	Lunch
12:30 PM	Disaster Medical II
2:00 PM	Break
2:15 PM	Disaster Medical II (cont)
4:30 PM	Adjourn
<b>Thursday, September 29</b>	<b>Activity</b>
5:30 PM	Medical Review
6:00 PM	Light Search and Rescue
7:45 PM	Adjourn
<b>Saturday, October 1</b>	<b>Activity</b>
8:00 AM	Drill Preparation for students
8:45 AM	Assemble to the exercise field
9:00 AM	Start Exercise
11:00 PM	End Exercise

11:00 PM	After Action
12:00 PM	Graduation
12:30 PM	Adjourn

- Incident Command Training 700 has been scheduled for the Cannon Beach Medical Reserve Corps (MRC) and CERT for November.
- Cannon Beach additional medical supplies have been transport to the South Wind cache site.
- Monthly Tsunami evacuation walks with the public conducted by Jenee Pearce- Mushen and Les Wierson.

**Haystack Rock Awareness Program Report**

***General:***

- Frances Holtman is officially leaving the Volunteer Coordinator position September 30<sup>th</sup>.
- Katie Corliss and Jesse Trott left mid-September to head back to college
  - We have 6 total seasonal staff remaining
- Our last day on the beach for the season is Thursday, October 27<sup>th</sup>
  - Friday, the 28<sup>th</sup>, will be spent cleaning out our truck and trailer
- Puffins have officially left the rock, along with USFW volunteers Tim Halloran and Carlene Hopkins
- All Discover Haystack Rock events have been completed for the season
  - Events, which include an hour long talk or activity followed by a guided tour of the tide pools, take place once a month and are aimed to increase awareness for the program as well as recruit volunteers
  - All events have had excellent turnout with 30-100 participants
- In the past month staff and volunteers have talked with over **15,000** visitors on the beach! Since the beginning of the beach season in February, HRAP staff and volunteers have made over **80,000** personal contacts, both on and off the beach!
- Melissa will propose to the Northwest Aquatic Marine Educators Organization, that the 2018 Oregon NAME Conference take place in Cannon Beach
- Lisa and Melissa have begun season planning for next year

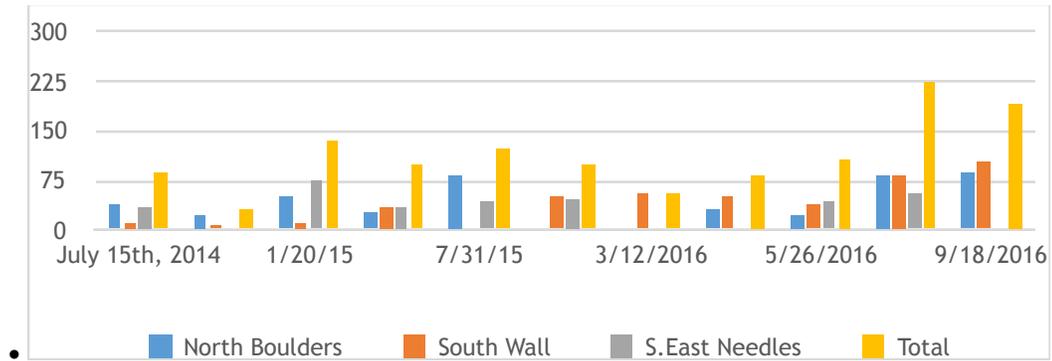
- We will be handing out rack cards advertising “beach talks” – one scheduled every Saturday with a \$10 suggested donation
- We will continue Discover Haystack Rock events with more activity based events in mind
- Farmers Market outreach has been excellent
  - We have made quite a bit in donations and spoken to hundreds of individuals interested in our program
- New USFW signs going up at various locations around the rock soon
  - The new “No Climbing” signs have a small foot print, but now include a phone number to call if a visitor sees someone climbing the rock
- Since the beginning of the beach season, we have hosted **53** educational programs on the beach encompassing students and visitors from all age ranges and backgrounds
- For September, we have hosted two local area schools and one private tour for the visiting Costa Rica Tico’s
- Reached out to Suzanna Kruger, a biology teacher with Seaside High School to assist with our Sea Star Survey on September 18th with members of her class
- Currently working on obtaining a \$28k grant for providing STEM extended learning to underprivileged youth
- Busy planning for the upcoming season and impatiently waiting for 2017 Tidal information

***Volunteers:***

- From February 1st, 2016 through mid-August we have 80+ volunteers and over 2,000+ volunteer hours.
- We are actively looking for volunteers to have more specific roles in the office, including but not limited to, updating the white board, assisting Lisa with Educational prep work, entering various data, and coordinating citizen science

***Citizen Science:***

- Volunteers (as well as some staff) continue to conduct monthly COASST seabird surveys on the beach as well as sea star surveys and marine debris surveys
  - During the last bird survey, on September 19<sup>th</sup>, we found 13 dead birds – a nice, low number for this time of year
- In August we began partnering with Sleepy Monk Coffee Rosters and Sea Turtles Forever to conduct monthly microplastic cleanups
- Sea Star Survey results (total animals found with and without the disease):



***Upcoming Events:***

- Marine Debris Survey: Tuesday, September 27<sup>th</sup>
- Microplastic Removal: Wednesday, September 28<sup>th</sup>
- COASST Bird Survey: Thursday, October 6<sup>th</sup>
- Marine Debris Survey: Tuesday, October 25<sup>th</sup>
- End of Season truck & equipment cleaning: October 26<sup>th</sup>-28<sup>th</sup>
- End of Season Celebration: Saturday, November 12<sup>th</sup>, 3-5pm

**Cannon Beach Food Pantry Report : Nancy Littel**

As of September 21, 2016, the Cannon Beach Food Pantry (CBFP) served 154 customers in 40 households: 98 adults and 56 children.

On this day last year, Cannon Beach Food Pantry served 74 customers in 22 households.

**\*\*Today, CBFP served 80 more customers and 18 more households than last year!\*\***  
 Since 7-11-2012, the highest number of customers served in one day is 180 (04-20-2016) and lowest number of customers served in one day is 30 (12-31-2013).

The highest number of households served in one day is 47 (11-18-2015) and lowest number of households served in one day is 08 (12-31-2013).

**Public Safety Report - August 1 through August 31, 2016**

Staffing:	Authorized	Assigned
Sworn	8	8
Admin/Support	2	2
Parking/Information	5	5
Lifeguards	10	9
Reserve Officers		1

Station Activity:

CBPD Walk-in	217
CBPD Incoming Phone	515
SPD Dispatched Calls	73

Overnight Camping Warnings	152
Local Security Checks	1201
Traffic Warnings	169
Traffic Citations	21
DUII Arrests	4
Alarm Responses	10
Other Agency Assists	47
Citizen Assists	30

Total Case File Reports            392

Cases of Significance: Theft II x 6, Theft III x 1, MIP Alcohol x 1, Burglary I x 1, Criminal Mischief I x 1, PCS Methamphetamine x 1, PCS Other x 1, Disorderly Conduct II x 1, Restraining Order Violation x 1, Assault IV Domestic x 1

Code Enforcement Activities: During this period, 4 alleged municipal code violations were addressed and resolved or pending resolution.