

**City of Cannon Beach
Monthly Status Report**

To: Mayor and City Council
From: City Manager Bruce St. Denis
Date: February 5, 2019

Community Development

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

- Public Hearing and Consideration of SR18-07, Request by Vito Cerelli for a Setback Reduction to allow the construction of a new Single Family Residence on Ash Street off 7th and 8th Streets.
- Continuation of the Consideration of ZO 18-03, Tree Removal Ordinance Amendments
- Work Session on Zoning Ordinance Amendments Related to Short-Term Rentals

Design Review Board: The Design Review Board met on December 20 to consider the following:

- Public Hearing and Consideration of DRB 18-08, SR Lodging, modifications to the exterior of an existing commercial building. The property is located at 632 S Hemlock. Minor modification approved for roof replacement of Blue Gull. Re-noticed for exterior modifications of Blue Gull and Inn at Haystack Rock for the next regularly scheduled meeting.
- Public Hearing and Consideration of DRB 18-09, Vito Cerelli, modifications to the exterior of an existing commercial building. The property is located at 3115 S Hemlock. Denied upon review of Findings at the next regularly scheduled meeting.

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

Program	Number of permits
14-day permit	114
Lifetime Unlimited permit	52
5-year Unlimited permit	36
Total permits	202
New short-term rentals this month	2
Pending short-term rentals	6
Five-year lottery draws this month	1
Short-term code enforcement actions this month	0

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

Permit Type	# of permits	Permit Fees	Value	Affordable Housing Surcharge, Current Month	Affordable Housing Surcharge, Fiscal Year to date
Building	8	3852.25	281,750	2817.50	\$51,831.59
Mechanical	12	936.50		0	
Plumbing	5	900.75			
Monthly Total	25		\$281,750		

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 CD Director recorded the Workforce Housing Deed Restriction, with Coaster Construction, LLC, for the Sea Lark Apartments on January 8th.
- The CD Director met with State Officials for the Preliminary On-Stop Meeting on, January 16th.
- The CD Director staffed a Parks & Community Services Committee held a Work Session on December 20th.
- The CD Department and Cannon Beach Police Department hired a new Code Enforcement Official.
- The CD Director attended the CREST quarterly meeting, in Astoria, on January 24th.
- The CD Department and Cannon Beach Police Department continued to work with newly received analysis from STR Helper to bring STR violators into compliance.
- The CD Director welcomed two new appointed members to the Planning Commission on January 23rd.

Public Works Department Report

Roads/Storm

- The revised street standard policy will be reviewed at the February Council Work Session.
- With the return of rain, crews have been diligently watching for and maintaining locations with potential drainage issues.
- Staff is preparing for the 2019-2020 fiscal budget year.

Wastewater

- As part of routine maintenance, the painting of Pacific and Main Pump Stations have been completed.
- Staff is preparing for the 2019-2020 fiscal budget year.

Water

- A bladder tank at the Sunset Booster Pump station has been installed. This tank will ensure uninterrupted water flows to the residents on Sunset.
- Fire flow testing will occur 2/4-15.
- Bob McEwan Construction was awarded the S-Curves Water Line project. The kickoff meeting for this project was held the end of January.
- Staff is preparing for the 2019-2020 fiscal budget year.

Parks

- Work at Whale Park continues. The project has encountered numerous delays due to weather.
- As identified in our Park Master Plan, new benches will be installed at the end of Coos and Nelchena.
- Staff is preparing for the 2019-2020 fiscal budget year.

Haystack Rock Awareness Program Report

General

- Annual totals (since 11/1/18):
 - Direct visitor contacts: 2,600
 - Education Programs (field-trip, classroom, etc.): 6
 - Number of volunteers: 12
 - Bird Rescues: 2
 - Beach wheelchair checkouts: 11
 - Partnering events (attended and/or co-hosted): 21
 - Reported Drone disturbances: 3
- HRAP Director and Coordinators attended meetings for various partnering organizations including Wildlife Center of the North Coast, Cannon Beach Arts Association, Northwest Aquatic and Marine Educators, Oregon Ocean Policy Advisory Committee, Travel Oregon and Friends of Cape Falcon Marine Reserve.
- The 2019 HRAP Beach Program begins February 1st, with staff on the beach February 8th!
 - 9/10 returning seasonal staff, with one fantastic new addition
- Participated in a podcast for The American Shoreline.



Education & Volunteers

- Education:
 - Puffin Welcome is set for April 10 from 9:00am-11:30a.
 - Seaside Heights Kinders have already confirmed their attendance (90)!
 - Scheduled Sea Week for our local and not very far away schools - set from May 6th-10th
 - Seaside Heights 4th graders have confirmed their field trip for May 10th (95)
 - Scheduling classes for Field Trips – May and June booking fast!
 - Coordinating with Pooka and local area teachers - promoting plastic awareness for in-class STEAM education.
 - Compiled a NEED List to present to Friends of Haystack Rock.
- Volunteer:
 - We have gained 3 new volunteers since the start of the new year!

Outreach

- Worked out Membership Program details and estimated financial returns.

- Created preliminary Trash Talk Windows Project Outreach Packet.
- Interviewed by Rita Goldfarb, new Cannon Beach Gazette reporter, for a piece surrounding Plastic Pollution.
- Joined the board of Cannon Beach Arts Association.
- Applying for Oregon Humanities Grant with CBAA, funding to go through CBAA to talk about the arts and climate change.
- Applying for OWEB grant with CBAA, funding to go through CBAA to increase awareness and understanding of watersheds through our Trash Talk Project collaboration.
- Applied for NOAA Planet Stewards 2019 \$2,500 to carry out a project focused on responding to environmental challenges.
- Interviewed by Carol at Coast Community Radio discussion our Trash Talk Window Project and Environmental Art Series.
- Applied for SHRAP LOI to cover cost of Seismic Assessment. Subsequently it was decided that we would not pursue.
- Participated in the Sou' Wester Handmade Bazaar.
- Facilitated Environmental Art Trash Talk Ornament Making Workshop.
- Partnered with CBAA on Oregon Community Foundation Grant to support joint Trash Talk Project and Environmental Art Series -- Funds to go through CBAA.
- Began work on State Preparedness and Incident Response Equipment (SPIRE) Grant Program to fund bucket truck. Meeting with OEM this week to finalize grant submission details.
- Working with Chuck at Maritime Museum to host HRAP Trash Talk Series at the Barbary Center.
- Accepted invitation to speak to Teacher's group at the Seaside Heights to present HRAP Marine Debris STEM box activities and Trash Talk Windows Project.
- Accepted invitation to present to Kindergarten and 3rd graders two days in March to cover Debris STEM box activities and Trash Talk Windows Project.
- Accepted invitation to table at inaugural Oregon Northwest Merfest
- Began exploring Homeland Security Grant to cover cost of communication tower. Will need Communication Plan in place for a successful submission. Exploring options for Communications Plan.
- Invited to table at Recycle Arts Fest in Vancouver, WA
- Invited to speak on Marine Debris Panel at FOHR showing of Albatross at the Liberty Theater
- Senior Research Paper Interview from Seaside High student.
- Received invitation from Hatfield Science Center in Newport to create an interactive Marine Debris Art Installation and give a speech on the topic of Plastic Pollution
- Met with stakeholders at preliminary One Stop to gain assistance in obtaining funding for Public Works and Emergency Management grants.
- Approached by Lululemon regarding possibility of supplying bulk Trash Talk Jewelry and associated educational materials.
- Submitted proposal to present at 2019 National Science Teacher's Association Conference in Seattle.
- Reached out to Astoria Sunday Market regarding tabling during key cruise ship days.
- Reached out to Cannon Beach Visitor's center regarding hosting a Trash Talk Window Project during the Fat Bike Clean up.
- Submitted proposal (accepted) to supply a HRAP Marine Debris STEM box to both the Clatsop and the Tillamook STEM Hub Trailers for check out by area schools.

- Approached by Seaside Aquarium to have HRAP Trash Talk bin at Seaside organized beach clean-up for plastic marine debris collection for use in our Trash Talk Project series in local schools and organizations.
- Participated and helped facilitate STEM Hub's MWEE's By the Sea (Meaningful Watershed Educational Experiences) Stormwater Pathways.
- Developed HRAP membership club to support ongoing HRAP workshops, camps and educational programs.

Communication

- Prepping all print materials for upcoming beach season:
 - All Signs, Brochures, Tide charts, New Welcome Signs, Upcoming event materials.
- Connected with Astoria Warrenton Chamber for 2019 & 2020 Goonies day celebration participation.
- Updated Website.
- Created press kit for Trash Talk.
- Continued maintenance across social media sights:
 - Uplifting memes, New Haystacks Facts.
- Connected with press:
 - Sent out start of season press release to press and teacher contacts.
 - Spoke to cnn, kptv fox 12 & Oregon beach connection about moon jellies.
- Participated in season planning.
- Cleaning and prepping office for start of season.

Beach Wheelchairs and Bilingual Interpretations – Inclusivity

- Fewer wheelchair checkouts as the wet weather has moved in, but some pickup during the holidays and sunny weather.
- Working on translating outreach materials (including flyers, press releases, and informational beach signage) in Spanish for the 2019 season.
- Already have reservations for February and March 2019.
- Already have reservations for Sandcastle Day in June, with a cancellation list already being started.
- Translating our most used signs for HRAP Beach Shifts into Spanish.

Public Safety Report – December 2018

Staffing:	Authorized	Assigned
Sworn	8	7
Code Enforcement	1	0
Reserve Officers		1
Admin/Support	2	2
Parking/Information	6	0
Lifeguards	10	0

	December 2018	December 2017
<u>Station Activity:</u>		
CBPD Walk-in	156	159
CBPD Incoming Phone	216	234
SPD Dispatched Calls	62	38
Overnight Camping Warnings	16	20
Local Security Checks	2183	2244
Traffic Warnings	144	169
Traffic Citations	24	28
DUII Arrests	1	2
Alarm Responses	8	12
AOA, Including FD	35	33
Citizen Assists	13	24
<u>Total Case File Reports</u>	146	155

Cases of Significance:

Fugitive Arrest:	1 Case
Disorderly Conduct:	2 Cases
Burglary II:	1 Case
Harassment:	1Case
Offensive Littering:	1 Case

Traffic Citations:

Driving with a Suspended License:	5 Citations
Violation of Basic Rule:	6 Citations (38/20, 41/20, 71/55, 70/55, 78/55, 75/55)
No Operator’s License:	5 Citations
Driving Uninsured:	4 Citations
Open Container of Alcohol:	1 Citation
Mobile Communication Device:	1 Citation
Improper Display/Expired:	1 Citation

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