

**City of Cannon Beach  
Monthly Status Report**

**To:** Mayor and City Council  
**From:** City Manager Bruce St. Denis  
**Date:** October 5, 2023

**Community Development Monthly Report, August 2023**

**Planning Commission: The Planning Commission met in August 2023, to talk about Dark Sky Ordinances.**

**Design Review Board: The Design Review Board met on August 17, 2023, to consider the following item:**

**DRB 23-08**, Jay Orloff of Tolovana Architects, applicant on behalf of Paul White for the building of a new accessory dwelling unit above a new garage. The property is owned by Paul White and is located on East Tanana Street (Tax Lot 00600, Map 51032BC) in a Residential Moderate Density (R-1) zone. The application will be reviewed against the criteria of Municipal Code, Chapter 17.44.080-17.44.100, Design Review Criteria.

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

Program	Number of permits
14-day permit	153
Lifetime Unlimited permit	45
5-year Unlimited permit	7
Total permits	205
New short-term rentals this month	1
Pending short-term rentals	2

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	2	\$1,901.84	\$4,930,441.43	0	0	\$254.117.03
Mechanica l	6	\$749.00				

Plumbing	7	\$1,156.00				
Monthly Total	15	\$3,806.84				

**Tree Report – August**

Date	Location	Hazard	Dead	Const.	Health other	Solar	Replant Req.
8/7/2023	264 E. Van Buren			2			Yes
8/15/2023	351 Fir St.		2				No
8/22/2023	171 Elliott Ave	2					Yes

**Public Works Department Report – September**

**Parks:**

- Planted one (1) spruce tree on NeCus’ walking trail.
- Planted one (1) cedar tree in Madison Park to replace emergency removal.
- Removed semaphores due to high tides.
- Removed tennis/pickleball court windscreens.
- Replaced aging playground parts throughout town.
- Invasive purple loosestrife was hand-pulled from Little Pompey wetland.

**Water:**

- E Harrison water main upgrade project underway.
- Repaired 10 leaks.
- Installed resetter and new meter box at 1316 S Hemlock, brought up to new grade.
- Collecting data for water audit report.
- Educated customers on Eye on Water (Total: 835 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:**

- Generator replacement project at Main PS continued.
- Replace swing check valves at Pacific.
- End of summer season wet well cleaning and main line cleaning.
- Start construction of the Midway & Siuslaw generator building
- New service taps installed on Elm & Harrison.

## Roads:

- Cleaned up trash throughout town.
- Performed sign work.
- Replaced thermoplastic curb markings downtown.
- Measured water leak repair areas to determine asphalt patching needs.
- Filled potholes throughout town.
- Dug out curve in front of Whale Park on Hemlock and 3<sup>rd</sup> Street to add base rock and regrade for the installation of new pavement to address prior damage.
- Removed semaphores due to high tides.

## **Emergency Management – September**

- Wayfinding Wednesday –September 6th
- CERT Leadership meetings and planning for City Safety Fair
  - September 7th
  - September 14th
- Know your Neighbor community outreach meetings - Over 120 community members contacted
  - September 15th      W 8th St
- Rain Barrel delivery – Tango
- Emergency Management Web Site Redesign – To be launched soon
- Tour of ECFR new fire access road construction
- Meeting with Saif Insurance-September 11- To investigate How to insure our emergency volunteer corps
- City Safety Fair
  - September 21st – Over 200 participants and visitors
- COWS rebuild organization day September 28/29
  - Operational rebuild- second Week of October
- Clatsop County Safety Fair- Participate and support volunteers
  - September 29-30

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

- August 2023 Total Contacts: 14,106
- Mylasia Miklas took over as Interim Director for the program for Kelli Ennis while she is on maternity leave until 1/22/24.
- The tufted puffins (*Fratercula cirrhata*) have left Haystack Rock for the season. An official population count has yet to be released from the U.S Fish and Wildlife Service (USFWS).
- USFWS Volunteers Jon and Sandy Thele completed their volunteer service with USFWS and HRAP on September 1<sup>st</sup>.
- Five members of our HRAP team participated in the SOLVE Cannon Beach Clean Up event on September 16<sup>th</sup>, also known as International Coastal Clean Up Day.
- Our team conducted four bird rescues in the month of September: one gull and three jumping common murre.

- UTV was picked up on September 19<sup>th</sup> from Portland.

**Public Safety Report – August 2023**

<b>Staffing:</b>	<b>Authorized</b>	<b>Assigned</b>
Sworn	9	8
Code Enforcement	1	1
Admin/Support	2	2
Parking/Information	6	6
Lifeguards	10	7 (15 incl. fire personnel)

<b><u>Station Activity:</u></b>	<b>2023</b>	<b>2022</b>
CBPD Walk-in	232	264
CBPD Incoming Phone	402	551
SPD Dispatched Calls	243	246
Overnight Camping Warnings	119	116
Local Security Checks	2718	2780
Parking Citations	281	355
Traffic Warnings	338	269
Traffic Citations	32	57
DUII Arrests	2	2
Alarm Responses	12	15
AOA, Including FD	39	69
Citizen Assists	17	26
Transient Contacts	10	18
<b><u>Total Case File Reports</u></b>	<b>458</b>	<b>433</b>

**Cases of Significance:**

Fireworks: 1 citation	1 Cases	Suspicious Circumstance	15 Cases
Criminal Mischief II:	2 Case	Crim Mis III:	3 Cases
Warrant:	2 Cases	Fraud:	2 Case
Domestic Disturbance:	2 Case	Trespass:	6 Cases
Harassment:	1 Case	Possession of Cocaine	1 Case
DUII: .0.14% /blood test	2 Case	Hit & Run:	2 Cases
UUMV / Stolen:	2 Case	Missing Person:	1 Case
Theft I:	1 Cases	Theft II:	3 Cases
MIP Marijuana: 1 citation	1 Case	Welfare Check:	9 Cases

**Traffic Citations:**

Driving with Suspended License: (1-Violation, 1-Misdemeanor)			2 Citations
No Insurance:	3 Citations	Exhibition of Speed:	1 Citation
Reckless Driving:	1 Citation	DUII: (blood draw/0.15%)	2 Citations
Cell Phone Use:	4 Citations	Fail to Perform the Duties if Driver:	1 Citation
Expired Tags:	1 Citation	No Operator's License:	3 Citations
Violation of Basic Rule/Speeding:	12 Citations (72/55, 82/55, 72/55, 80/55, 70/55, 76/55, 90/55, 49/30, 88/55, 38/20, 76/55, 35/20)		

**Code Enforcement Activities:** During this period, 27 municipal code violations were addressed and resolved or pending resolution.