

Minutes of the  
**PUBLIC WORKS COMMITTEE**  
Tuesday, January 21, 2014  
Council Chambers

Members: Chair Jenee Pearce and Members Larry Marshall, Ryan Dewey, Les Wierson and Richard Bertellotti by email proxy

Excused: Greg Bell

Staff: Public Works Director Dan Grassick, Public Works Forman Cruz Flores, and Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Pearce called the meeting to order at 9:01 a.m.

APPROVAL OF DECEMBER 17, 2013 MINUTES

Motion: Wierson moved to approve the minutes of December 17, 2013; Marshall seconded the motion.

Vote: Pearce, Bertellotti, Marshall, and Wierson voted AYE. The vote was 4/0 in favor and passed. Dewey abstained as he was not present at the meeting

UTILITY RELIEF REQUESTS

Motion: Wierson moved to approve the utility relief request for Daggett as the sewer portion did not impact the Wastewater Treatment Facility; Marhsall seconded the motion.

Vote: Pearce, Bertellotti, Marshall, Dewey and Wierson voted AYE. The vote was 5/0 in favor and passed.

Motion: Marshall moved to approve the utility relief request for Raffaele as the sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Bertellotti, Marshall, Dewey and Wierson voted AYE. The vote was 5/0 in favor and passed.

Motion: Wierson moved to approve the utility relief request for Kelly as the sewer portion did not impact the Wastewater Treatment Facility; Marshall seconded the motion.

Vote: Pearce, Bertellotti, Marshall, Dewey and Wierson voted AYE. The vote was 5/0 in favor and passed.

Motion: Dewey moved to approve the utility relief request for Robson as the sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Bertellotti, Marshall, Dewey and Wierson voted AYE. The vote was 5/0 in favor and passed.

- Motion: Marhsall moved to approve the utility relief request for Kendall as the sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.
- Vote: Pearce, Bertellotti, Marshall, Dewey and Wierson voted AYE. The vote was 5/0 in favor and passed.
- Motion: Wierson moved to approve the utility relief request for Jox LLC as the sewer portion did not impact the Wastewater Treatment Facility; Dewey seconded the motion.
- Vote: Pearce, Bertellotti, Marshall, Dewey and Wierson voted AYE. The vote was 5/0 in favor and passed.
- Motion: Marshall moved to approve the utility relief request for Bright as the sewer portion did not impact the Wastewater Treatment Facility; Dewey seconded the motion.
- Vote: Pearce, Bertellotti, Marshall, Dewey and Wierson voted AYE. The vote was 5/0 in favor and passed.
- Motion: Wierson moved to approve the utility relief request for Larsell as the sewer portion did not impact the Wastewater Treatment Facility; Marshall seconded the motion.
- Vote: Pearce, Bertellotti, Marshall, Dewey and Wierson voted AYE. The vote was 5/0 in favor and passed.

#### PUBLIC WORKS PROJECTS

Grassick reported on locating the water meters to put on the GIS map using the GPS locator, a catch basin has been added to the storm drain system on Jefferson, the 2nd St. parking storm drain drawing are being finalized, and the paving on 6th and Larch is planned for April. Grassick spoke with the landscaper for the home near Washington and Hemlock and they've agreed to prune the vegetation back to assist with site distance issues, and other homeowners have been pruning back vegetation along sidewalks in town. The parking lot planting beds are being worked on, and Spruce Street repaving will happen in 2014-15. The City will apply for an ODOT Small City Allotment grant to pave Spruce from 3rd to 1st. Dewey commented how people get confused on where to park and walk on Spruce, Grassick explained how it will be tied in with the storm drain plane to put curb gutter sidewalk on the east side of Spruce. A discussion was held on the replacement of the split rail fence being replaced and how it ties into the storm drain plan. A discussion was held regarding vehicles that bottom out near the church due to the grade.

#### PUBLIC EDUCATION- GREASE TRAP MAINTENANCE

No update

#### SOLVE

Grassick updated the Committee that the beach cleanup dumpster has had one dump/tip since it was received in November, adding we wait until it's full to dump, and it's working very well. Pearce stated that Roads Specialist Tracy Sund received a letter from the visitor from Japan that came last summer. A person in Cannon Beach found something washed up on the beach that had originated in Japan, gave it to the visitor, who was then able to find it's original owner in Japan.

#### GOOD OF THE ORDER

Marshall asked about the hours of the Recycle Center, asking if it was closed on Sunday and Monday as he saw 6 people trying to drop off material. Dewey added he recycled both days, and a discussion was held regarding the hours.

Marshall informed Grassick there was a pothole by the north end of the parking by Mariners Market/Post Office.

Wierson reported that he and Grassick have 4 examples of the pedestrian maps that the Committee will eventually want to view. Grassick added the maps have been given to Mark Scott who will have the revised maps with colored lines for EPREP by their next meeting. A discussion was held regarding the marking of the lines on the maps.

Grassick reported the County Emergency Preparedness office is coordinating an emergency structure evaluation class. Grassick said approximately 8 Public Works employees will be attending.

Grassick informed the committee about the upcoming ethics training on March 4, from 1-3, adding fliers will be put in their boxes soon.

Marshall asked for an update on the school, Grassick replied the County Board is meeting this Wednesday to discuss transferring the County owner portion to City. The school board still owns the building portions, and the Council will be discussing further. The trail being built along the fence on this property will go to Planning Commission in February. The school has given the City permission to take the fence down for the trail. Grassick reported- he has a request to put in a crosswalk at Beaver (across Fir) for temporary trail connections. The Committee will discuss further at the February meeting.

A discussion was held regarding the striping at the recycle center.

#### ADJOURNMENT

Pearce adjourned the meeting at 9:35 a.m.

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Jennifer Barrett, Administrative Assistant

Minutes of the  
**PUBLIC WORKS COMMITTEE**  
Tuesday, February 18, 2014  
Council Chambers

Members: Chair Jenee Pearce and Members Larry Marshall, Ryan Dewey, Les Wierson, Greg Bell and Richard Bertellotti by email proxy

Excused:

Staff: Public Works Director Dan Grassick and Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Pearce called the meeting to order at 9:00 a.m.

APPROVAL OF JANUARY 21, 2014 MINUTES

Motion: Bell moved to approve the minutes of January 21, 2014; Wierson seconded the motion.

Vote: Pearce, Bertellotti, Marshall, and Wierson voted AYE. The vote was 3/0 in favor and passed. Bertellotti and Bell abstained as they were not present at the meeting

UTILITY RELIEF REQUESTS

Motion: Bell moved to approve the utility relief request for Lampe/Pedersen as the sewer portion did not impact the Wastewater Treatment Facility; Dewey seconded the motion.

Vote: Pearce, Bertellotti, Marshall, Dewey, Bell and Wierson voted AYE. The vote was 6/0 in favor and passed.

Motion: Marshall moved to approve the utility relief request for Mackey as the sewer portion did not impact the Wastewater Treatment Facility; Dewey seconded the motion.

Vote: Pearce, Bertellotti, Marshall, Dewey, Bell and Wierson voted AYE. The vote was 6/0 in favor and passed.

Motion: Wierson moved to deny the utility relief request for Stephens as the sewer portion did impact the Wastewater Treatment Facility; Bell seconded the motion.

Vote: Pearce, Bertellotti, Marshall, Dewey, Bell and Wierson voted AYE. The vote was 6/0 in favor and passed.

Motion: Dewey moved to deny the utility relief request for Norstedt as the sewer portion did impact the Wastewater Treatment Facility; Marshall seconded the motion.

Vote: Pearce, Bertellotti, Marshall, Dewey, Bell and Wierson voted AYE. The vote was 6/0 in favor and passed.

- Motion: Bell moved to approve the utility relief request for Tamis as the sewer portion did not impact the Wastewater Treatment Facility; Dewey seconded the motion.
- Vote: Pearce, Bertellotti, Marshall, Dewey, Bell and Wierson voted AYE. The vote was 6/0 in favor and passed.
- Motion: Marshall moved to approve the utility relief request for Cannon Beach RV Resort as the sewer portion did not impact the Wastewater Treatment Facility; Dewey seconded the motion.
- Vote: Pearce, Marshall, Dewey, Bell and Wierson voted AYE. The vote was 5/0 in favor and passed.
- Motion: Marshall moved to approve the utility relief request for Rumbolz as the sewer portion did not impact the Wastewater Treatment Facility; Bell seconded the motion.
- Vote: Pearce, Marshall, Dewey, Bell and Wierson voted AYE. The vote was 5/0 in favor and passed.

#### PUBLIC WORKS PROJECTS

Grassick reported things are slow moving this time of year. In response to Wierson's questions of what's going on in the southeast lagoon, Grassick replied replacing the fence.

#### PUBLIC EDUCATION- GREASE TRAP MAINTENANCE

Grassick reported the grease trap program will be moving forward this summer.

#### SOLVE

Pearce introduced Joy, the coordinator of beach clean up and tsunami debris program for SOLVE to the committee. The spring SOLVE event will be March 22nd. Joy thanked the committee for all the support on keeping the beach clean. Pearce explained the coordination efforts of SOLVE, and a discussion was held regarding picking up the beach clean up debris bags at Arch Cape. A dumpster will be at City Hall for the March event and Pearce updated where in the community SOLVE bags are available.

#### CROSSWALK AT BEAVER

Grassick received a request to install crosswalk at Beaver at Fir at the school. Grassick explained how the trail around the Cannon Beach Conference center ties into the crosswalk location. Grassick has been coordinating the crosswalk effort with the Chief. A discussion was held regarding the location options for the crosswalk, such mid-block at the end of the trail was suggested and the committee agreed. In response to Pearce's question regarding the cost, Grassick replied there is only the cost for paint, and the labor will be done in-house.

#### GOOD OF THE ORDER

Wierson reported on the first round of revision for the tsunami evacuation pedestrian route maps which include spot elevations and the inundation areas. Wierson added the signs will be replaced through out City, and the committee will walk the routes to make sure evacuation route signs are in appropriate locations. Currently four of the ten maps have been updated. Once the maps are revised the PW Committee can give input to EPREP before sending the maps to Council. Pearce asked Grassick about a date for the Committee to walk the routes with Public Works.

In response to Marshall's inquiry about the City's assistance with the Arch Cape Sanitary Sewer District Grassick replied the City has signed an IGA with the district.

In response to Marshall's question of who decision it was to close the North Entrance during the recent snow storm

Grassick replied the decision was made with Public Works and the Police Department. Marshall described the issues he and his neighbor had navigating the area during the closure. Grassick explained the road was closed due to a bus getting stuck and three cars that ran off the road. Marshall suggested using battery operated flashing lights on top of the barricades for better visibility.

#### ADJOURNMENT

Pearce adjourned the meeting at 9:29 a.m.

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Jennifer Barrett, Administrative Assistant

Minutes of the  
**PUBLIC WORKS COMMITTEE**  
Tuesday, March 18, 2014  
Council Chambers

Members: Chair Jenee Pearce and Members Larry Marshall, Ryan Dewey and Richard Bertellotti

Excused: Les Wierson and Greg Bell

Staff: Public Works Director Dan Grassick and Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Pearce called the meeting to order at 9:04 a.m.

APPROVAL OF FEBRUARY 18, 2014 MINUTES

Motion: Marshall moved to approve the minutes of February 18, 2014; Dewey seconded the motion.

Vote: Pearce, Marshall and Dewey voted AYE. The vote was 3/0 in favor and passed.  
Bertellotti abstained as he was not present at the meeting

UTILITY RELIEF REQUESTS

Motion: Bertellotti moved to approve the utility relief request for Johnson/Crowell as the sewer portion did not impact the Wastewater Treatment Facility; Marshall seconded the motion.

Vote: Pearce, Bertellotti, Marshall, Dewey and Bell voted AYE. The vote was 5/0 in favor and passed.

Motion: Marshall moved to approve the utility relief request for Barker/Fost as the sewer portion did not impact the Wastewater Treatment Facility; Bertellotti seconded the motion.

Vote: Pearce, Bertellotti, Marshall, Dewey and Bell voted AYE. The vote was 5/0 in favor and passed.

Motion: Bertellotti moved to approve the utility relief request for Simon as the sewer portion did not impact the Wastewater Treatment Facility; Marshall seconded the motion.

Vote: Pearce, Bertellotti, Marshall, Dewey and Bell voted AYE. The vote was 5/0 in favor and passed.

Motion: Bertellotti moved to approve the utility relief request for Teetz as the sewer portion did not impact the Wastewater Treatment Facility; Marshall seconded the motion.

Vote: Pearce, Bertellotti, Marshall, Dewey and Bell voted AYE. The vote was 5/0 in favor and passed.

PUBLIC WORKS PROJECTS

Grassick reported the parks storage shed is 50 percent complete and the Committee will be invited for a tour once the project is finished. AT&T is proposing a new cell tower near the tower cluster. If this moves forward it would need to go to the Planning Commission for approval. Ecola Creek flooded due to the wash off from the extra trees placed in

the creek from the woody debris project. The water washed over the trees cleaning them, and the debris caused a back up onto the new waterline road. The road has been rebuilt, with some debris still in the area. A discussion was held on stream gauging and Grassick have a brief history on why the data is collected. The Gogona stairs design will be ready by Friday, and will need to go through Oregon State Parks. There were some issues with the storm drainage plugging up. The City had a couple minor flooding incidents in February. Five storm drains has been extended in the Presidential Streets. The City is working on a storm drain master plan with the \$30,000 received from DEQ which will be GIS centric. Grassick gave our GIS consultant the street map evaluation the Committee completed and he is taking the data and color coding the streets in a series of maps. Grassick discussed the potential of a co-share program with neighborhoods for street maintenance, it would be a modified LID and a discussion ensued. Grassick will research the cost share program and present information to the Committee next month.

#### PUBLIC EDUCATION - GREASE TRAP MAINTENANCE

Grassick reported Flores recently attended a conference and they will meet to discuss what new information he learned. A discussion was held regarding the City's ordinance. Grassick added have a City ordinance, however do not fall under the state statue due to our size. Grassick, Flores and Majors will start working through the restaurants, and a discussion ensued regarding notification of businesses and contractors that clean the traps.

#### SOLVE

Pearce reported the SOLVE event is this weekend. This year there will be a 3 yard dumpster at both City Hall and at Tolovana. Grassick added there is a 3 yard dumpster at the Public Works Yard if extra space is needed. The fall SOLVE event will be September 27th. Grassick reported we haven't had any additional dumps on the dumpster.

#### CROSSWALK AT BEAVER

Grassick updated the Committee on the grant the City's applying for to acquire the school property. The school board will meet tonight to discuss the City's proposal, and Council will meet tomorrow to discuss the outcome. Grassick explained how the crosswalk fits in with the footpath, and the benefits of having a crosswalk in this location. Grassick added the City will be reestablishing crosswalks in several locations. A discussion was held regarding if the 20 mph speed limit was enforceable. A discussion was held regarding the requirements needed for the potential park.

#### TSUNAMI EVACUATION PEDESTRIAN ROUTE MAPS

Grassick reported the maps have been given to Mark Scott with Wierson's recommendations. There is approximately a 2 weeks turn around to get revised maps back. Several items are being revised, such as the colors being used. Once the revised maps come back the EPREP committee will review. Grassick met with Oregon Beach Monitoring program last week. DEQ is testing in similar locations as the City, and both test results have been identical. The City has met the Beach Monitor program requirements of testing and providing alerts. Grassick confirmed high test results are not from the City's sewer system, at the meeting the group decided to not sample at Chisana Creek or the Gower outfall. Instead testing will come up the Gower basin and start at the trash rack at Evergreen and Dawes, working the way between there and sunset. On Highway 101 the enterococcus number are rising. The focus will be on sampling in these other areas and chase down whatever branch has higher results. A discussion was held regarding how the City reports and publishes the high readings, re-reads, and the process the City staff go through to spread the word on the rereads and passing along information.

#### GOOD OF THE ORDER

Bertellotti reported at the Watershed Council meeting they discussed a scotch broom clean up. They would like to do a bill insert/line item for the clean up party possibly the first week of May. Jesse Jones will have the exact dates.

In response to Bertellotti's question of the status of Public Work's budget for next year, Grassick asked the Committee's preference on the process. Bertellotti would like to see the materials/services, capital, and repaving. Bertellotti added it is important to put pressure on the budget committee for repaving to keep the number in there.

A discussion was held regarding last week's power outage.

ADJOURNMENT

Pearce adjourned the meeting at 10:16 a.m.

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Jennifer Barrett, Administrative Assistant

Minutes of the  
**PUBLIC WORKS COMMITTEE**  
Tuesday, April 15, 2014  
Council Chambers

Members: Chair Jenee Pearce and Members Ryan Dewey and Richard Bertellotti

Excused: Larry Marshal, Les Wierson and Greg Bell

Staff: Public Works Director Dan Grassick, Roads Specialist Tracy Sund and Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Pearce called the meeting to order at 9:04 a.m.

APPROVAL OF MARCH 18, 2014 MINUTES

Motion: Bertellotti moved to approve the minutes of March 18, 2014; Dewey seconded the motion.

Vote: Pearce, Bertellotti and Dewey voted AYE. The vote was 3/0 in favor and passed.

UTILITY RELIEF REQUESTS

Motion: Bertellotti moved to approve the utility relief request for Kennedy as the sewer portion did not impact the Wastewater Treatment Facility; Dewey seconded the motion.

Vote: Pearce, Bertellotti and Dewey AYE. The vote was 3/0 in favor and passed.

Motion: Dewey moved to approve the utility relief request for Simpson as the sewer portion did not impact the Wastewater Treatment Facility; Bertellotti seconded the motion.

Vote: Pearce, Bertellotti and Dewey AYE. The vote was 3/0 in favor and passed.

Motion: Dewey moved to approve the utility relief request for SeaColony HOA as the sewer portion did not impact the Wastewater Treatment Facility; Bertellotti seconded the motion.

Vote: Pearce, Bertellotti and Dewey AYE. The vote was 3/0 in favor and passed.

PUBLIC WORKS PROJECTS

Grassick introduced Sund for a paving update. Sund reported on the recent paving that has happened in town, which concluded the paving overlay budget for the year. Sund gave an overview on other problem areas and a discussion ensued. A discussion was held regarding pavement distress. Grassick reported the addition to the WWTP building is moving along which will come in at budget, the leak detection contractor is returning to complete the south part of town, and on the wastewater side a sludge detention discharge line may be installed. A discussion was held regarding sludge discharge and bio solids. The parks department has new picnic tables and are checking with DRB to see if they can be installed on concrete pads to be made stationary. A discussion was held regarding the new picnic tables.

### PUBLIC EDUCATION - GREASE TRAP MAINTENANCE

Item to be tabled for near future. Grassick is working with the wastewater team as they have input.

### SOLVE

Sund reported the dumpster has been tipped twice and is currently 1/4 to 1/3 full. Sund picked up a bushel basket from Chapman to Silver Point and categorized the material as tourist/local. No recent debris seems to be tsunami or marine. The biggest event to date was June two years ago that produced the most tsunami debris, Sund is expecting to see more between now and sandcastle weekend. Sund presented to the committee the trash grabbers and a new trash bag grabber that allows bags to stay open with easy entry. Sund also has handles that attach to a nylon tarp that you can drag along the beach line to load debris, then grab the ends to dump into a dumpster. A discussion was held regarding debris supplies on hand. In response to Pearce's question what happened to the floats from Crescent Beach at the last clean up, Sund replied someone picked them, however he wasn't sure who. The next clean up day is September 22.

### COST SHARE PAVING

Sund gave a history of cost share paving program in the City, which ended approximately in 1994. Prior to the meeting Anderson explained to Sund it's a simple majority of property owners in the street. During the program there was concern in the community that the wealthier property owners on the street could strong hold the other residents if they couldn't afford it. Sund suggested checking previously Council records to see the history and benefits. A discussion was held on LIDs (local improvement districts) and gravel paved roads. Grassick explained he'd like to be somewhere between the cost share paving and LIDs, and a discussion ensued. Grassick will look at old Council minutes and will report back at the next meeting. A discussion was held regarding paving costs and the processes and recycling options used in a paving project. Grassick reported that Mark Scott is uploading the road evaluations completed in our GIS system.

### STORMWATER TRIFOLD TRANSLATION

Pearce reported that there has been questions on who has the trifolds, Pearce explained they have been distributed several times throughout the City and HRAP has some as well. A discussion was held regarding the folding and paper costs. Pearce was asked about translating the brochure into Spanish, however no one has never been requested this information in spanish, and hotels haven't indicated a need for it.

### GOOD OF THE ORDER

Bertellotti reported the Fish and Game Department would like to put fish carcasses in fish bearing rivers, and they asked if the City have any objection if the Watershed Council wanted to do a placement up the creek. The placement of the carcasses provide food for the young fish and habitat for the existing fish. Bertellotti will discuss further with Watershed Council.

### ADJOURNMENT

Pearce adjourned the meeting at 9:48 a.m.

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Jennifer Barrett, Administrative Assistant

Minutes of the  
**PUBLIC WORKS COMMITTEE**  
Tuesday, May 20, 2014  
Council Chambers

Members: Chair Jenee Pearce and Members Ryan Dewey, Les Wierson, and Richard Bertellotti by proxy email

Excused: Larry Marshall and Greg Bell

Staff: Public Works Director Dan Grassick, Public Works Foreman Cruz Flores, and Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Pearce called the meeting to order at 9:00 a.m.

APPROVAL OF APRIL 15, 2014 MINUTES

Motion: Dewey moved to approve the minutes of May 20, 2014; Bertellotti seconded the motion.

Vote: Pearce, Bertellotti, and Dewey voted AYE. The vote was 3/0 in favor and passed. Wierson abstained as he was not present at the meeting.

UTILITY RELIEF REQUESTS

Motion: Dewey moved to approve the utility relief request for Barker-Fost as the sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Dewey, and Wierson voted AYE. The vote was 3/0 in favor and passed.

Motion: Dewey moved to approve the utility relief request for CBCC address 375-37 Antler as the sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Dewey, and Wierson voted AYE. The vote was 3/0 in favor and passed.

Motion: Dewey moved to approve the utility relief request for CBCC address 135 E Adams as the sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Dewey, and Wierson voted AYE. The vote was 3/0 in favor and passed.

Motion: Dewey moved to approve the utility relief request for CBCC address 289 N Spruce as the sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Dewey, and Wierson voted AYE. The vote was 3/0 in favor and passed.

PUBLIC WORKS PROJECTS

Grassick reported the new Gogona beach stairs should be completed by July 1 and a discussion on the construction ensued. Patch repairs are happening in downtown, including the fire hydrant at 3rd & Spruce. Spruce may need an overlay, and also the City is looking at sidewalk and storm drain improvements prior to paving. Emergency repairs of the storm drain at 1st and Spruce are underway, and there are 4 storm drain crossings that will be replaced. The parks storage shed at the wastewater treatment plant is about 75% complete, and it will be wrapped up by July 1. Grassick

discussed the long term goals of the wastewater treatment plant area. The Pacific Pump Station building project will start approximately the first week of June. At Ne Cus' Park the portables are gone, and the yellow striping on Beaver Street has been blacked out. The School District came in and took some of the play structure pieces for spare parts, and engineered wood chips for the trail have been ordered. A brief discussion ensued about the trail. DSL has requested the City apply for an easement for the 2nd Street tide gate structure and the three bridges on a private property horse trail, which the City attorney is currently reviewing. The permit application for a new tide gate in 2007 originally triggered DSL's request and this has been an ongoing issue, a discussion ensued. The beach debris has slowed down and there is a piece on the KGW website where Sund and Marc Ward were interviewed. A discussion was held regarding the condition of Evergreen, Grassick expressed concerns if he improved the road it may be used as a bypass for Sunset. Dewey discussed redefining the right-of-way areas to make a clear distinction for tourists. Grassick will work with surrounding property owners on a design plan for the next year. Grassick reported that the City is no longer testing at the beach, and have been working the way upstream for hot spots.

#### PUBLIC EDUCATION

No update

#### SOLVE

Report given during Public Works Project update.

#### COST SHARE PAVING

Grassick reported he has not located all the historical documents for the Committee to see what happened during previous the cost share paving (CSP) program. Some info found indicated streets over a certain slope were targeted for paving, but with no follow through. With CSP it should be presented to Council, who would then contribute a certain amount of money and charge property owners a certain amount. There are certain blocks of neighborhoods that are willing to pay for the residents that do not want the paving, and some areas are interested in paving in order to keep the dust down. The LID option takes about six months to work through, has upfront costs to the City with no guarantee residents will agree to cost, with cost share paving Bayview could come in with an estimate instead of an engineered road design. A discussion ensued. Grassick will continue research and report back next month

#### TSUNAMI EVACUATION PEDESTRIAN ROUTE MAPS

Grassick reported Mark Scott has done edits for Wierson to take to EPREP and PRECON. Wierson added the inundation line at the north end has been revised, along with the lines in Tolovana and Haystack Heights. The maps will go to the Committees and Council in 8.5x11 size, with 11x17 size available. Wierson added the routes are about all the same, however there are secondary assembly points areas and the issue is do we want to show them. There is a blue inundation area which means if an earth quake strikes you will need to evacuate immediately. In response to Grassick's question if there will be evacuation walks this summer Pearce replied they will start back up once the maps are ready. Grassick reported there will be a trail built up to Yukon once agreements are made with a private property owner. Goal is to have maps ready by July 4. Discussions on the map ensued.

#### GOOD OF THE ORDER

#### ADJOURNMENT

Pearce adjourned the meeting at 9:52 a.m.

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Jennifer Barrett, Administrative Assistant

Minutes of the  
**PUBLIC WORKS COMMITTEE**  
Tuesday, June 17, 2014  
Council Chambers

Members: Chair Jenee Pearce and Members Ryan Dewey, Les Wierson, Greg Bell and Richard Bertellotti by proxy email.

Excused:

Staff: Public Works Director Dan Grassick and Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Pearce called the meeting to order at 9:00 a.m.

APPROVAL OF MAY 20, 2014 MINUTES

Motion: Dewey moved to approve the minutes of May 20, 2014; Wierson seconded the motion.

Vote: Pearce, Bertellotti, and Dewey voted AYE. The vote was 3/0 in favor and passed. Bell and Bertellotti abstained as they were not present at the meeting.

UTILITY RELIEF REQUESTS

Motion: Dewey moved to approve the utility relief request for Nordquist as the sewer portion did not impact the Wastewater Treatment Facility; Bell seconded the motion.

Vote: Pearce, Dewey, Wierson, Bell and Bertellotti (by email) voted AYE. The vote was 5/0 in favor and passed.

Motion: Wierson moved to approve the utility relief request for Jox LLC as the sewer portion did not impact the Wastewater Treatment Facility; Bell seconded the motion.

Vote: Pearce, Dewey, Wierson and Bell voted AYE. The vote was 4/0 in favor and passed.

Motion: Bell moved to approve the utility relief request for Workman as the sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Dewey, Wierson and Bell voted AYE. The vote was 4/0 in favor and passed.

PUBLIC WORKS PROJECTS

Grassick reported that NeCus' is under construction. In response to Bell's question who owns the property, Grassick replied the City owns the north half. Grassick updated the committee that by this time we normally have the cleaned the top off of the sand filters. The system is online and ready to go, but the weeds will need to be removed before it is turned on. Grassick explained the water intakes are a filtration gallery and there is no real intake off the creek, it filters through the rocks. The Gogona stairs project needs an Oregon State Parks maintenance and repair permit in order to move forward, it should be completed by August 1st. In wastewater there is a project pending to extend the waste activated sludge lines into ponds 2 & 3, which should start in July. Currently the City is only using two of the four ponds, and utilizing the unused ponds will buy the City another 15 years for the planning of biosolids. The parks storage shed at the WWTP is almost complete, the rough in electrical is almost done and the roll up doors have been installed, Parks should be in there in mid-July. The east bank of Pond 2 (closest to recycle) is being reinforced where

the fence is. The wind is causing erosion at the toe, heavier rip rap will be installed to raise the edge of the pond 8-10 inches. In response to Wierson's question of the update of the new trail by the school, Grassick replied it's under construction, the engineered wood fiber is being installed today, and the gate will be installed in the next few days. Wierson mentioned that in the past it was discussed to use that for overflow parking on busy weekends, Grassick said it wasn't set up for that at this time. Grassick reported on the pavement preservation budget for next year adding the downtown south of Ecola creek, west of the treatment plant, north of Pig has a well documented storm drain problem. Spruce street will not be paved until the storm drain is completed so pavement will not need to be cut twice. The City will put a sidewalk along side the ditch from 1st to the restroom. This will catch the water that runs off the street and into the basins underneath the sidewalk which will pre-filter the water and allow us to do some minor storm water pre-treatment before it's discharged into Little Pompey. Once this project is completed the rest of the storm drainage system downtown can take off. Grassick gave a brief history on the storm drainage system in downtown. Because of other budgetary items needed the City couldn't do everything at the same time, some money was moved from pavement preservation and put into the Spruce Street sidewalk since they are related. There is still \$75,000 in pavement preservation. A discussion was held regarding the storm drainage system in the City. Wierson added there was a master plan revision when the lagoons were taken out of service that discussed a sidewalk across the wetlands, Grassick will research the document. Grassick added we are still going to do quite a bit in the next fiscal year for pavement preservation.

Grassick reported on the new utility 1 worker position that was authorized explaining the it is spread between all public works departments as a rover. This will help each department with their work load and deferred maintenance. In streets the retro reflectivity and washing all the signs twice a year takes times and this position will ensure this gets completed. This position is coming in as an entry level.

#### SOLVE

Pearce reported September 27 is the next beach clean up.

#### COST SHARE PAVING

No update.

#### TSUNAMI EVACUATION PEDESTRIAN ROUTE MAPS

Wierson reported on July 4 there will be an EPREP float in the parade and they will be passing out approximately 500-600 maps. The parade will have mostly tourists in attendance and we will ask them if there is a map in their hotel room or at their second residents, which the answer is usually no. CERT will also be at the parade wearing their vests. Wierson would like additional people walking in the parade. Pearce reported the 1st evacuation walk was held at haystack rock and had 15-18 people attend. Pearce is researching options of sharing the evacuation walk schedule. One option was handing it out at the parade, however there are a lot of tourists and the end result may be with a lot of paper on the ground. Another option is inserting the schedule in the utility bills. Dewey added if you want to target locals and homeowners perhaps go to the fire department after the parade. Walks may happen on Friday mornings at approximately 9am with one walk on a Saturday. Wierson added he found that with the DOGAMI info and route map they found very few thrown away even though they were asked to leave them in the room. Pearce added targeting and working with the hotels/motels to leave them in the room. Wierson added they've asked them to post them and leave a copy in the room. A discussion was held regarding how it would work at the parade, Wierson replied last year they used his truck and had people passing out candy and the maps. Bell suggested adding information in the Oregon Coast magazine that is in each hotel room. A discussion ensued regarding the parade and the various options of distribution of the maps and evacuation walk schedule.

Wierson asked the Committee for their approval of the new evacuation maps and a discussion ensued. Wierson added these maps have gone through EPREP and City Council. Bell asked what the liability is with approving the new maps. of the City and a discussion ensued.

Motion: Bell moved to agree with the recommendations of the State based on the DOGAMI maps; Dewey seconded the motion.

Vote: Pearce, Dewey, Wierson and Bell voted AYE. The vote was 4/0 in favor and passed.

GOOD OF THE ORDER

Bell reported he discovered the light poles are managed by Pacific Power and his wife has been calling Pacific Power on each pole they've seen out, Grassick thanked Bell.

Grassick reported the Energy Trust of Oregon is coming to WWTP to see if there are any Energy Trust Funds available.

ADJOURNMENT

Pearce adjourned the meeting at 9:50 a.m.

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Jennifer Barrett, Administrative Assistant

Minutes of the  
**PUBLIC WORKS COMMITTEE**  
Tuesday, July 15, 2014  
Council Chambers

Members: Chair Jenee Pearce and Members Ryan Dewey, Les Wierson and Richard Bertellotti

Excused: Greg Bell

Staff: Public Works Director Dan Grassick, Public Works Foreman Cruz Flores and Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Pearce called the meeting to order at 9:10 a.m.

APPROVAL OF JUNE 17, 2014 MINUTES

Motion: Dewey moved to approve the minutes of June 17, 2014; Wierson seconded the motion.

Vote: Pearce, Dewey, and Wierson voted AYE. The vote was 3/0 in favor and passed. Bertellotti abstained as he was not present at the meeting.

UTILITY RELIEF REQUESTS

Motion: Bertellotti moved to deny the utility relief request for Nordquist as the sewer portion did impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Dewey, Wierson and Bertellotti voted AYE. The vote was 4/0 in favor and passed.

Motion: Bertellotti moved to approve the utility relief request for Boone as the sewer portion did not impact the Wastewater Treatment Facility; Dewey seconded the motion.

Vote: Pearce, Dewey, Wierson and Bertellotti voted AYE. The vote was 4/0 in favor and passed.

Motion: Bertellotti moved to approve the utility relief request for Gaddis as the sewer portion did not impact the Wastewater Treatment Facility; Dewey seconded the motion.

Vote: Pearce, Dewey, Wierson and Bertellotti voted AYE. The vote was 4/0 in favor and passed.

Motion: Bertellotti moved to deny the utility relief request for Vantzelfden as it could not be determined if the sewer portion did not impact the Wastewater Treatment Facility; Dewey seconded the motion.

Vote: Pearce, Dewey, Wierson and Bertellotti voted AYE. The vote was 4/0 in favor and passed.

### PUBLIC WORKS PROJECTS

Grassick reported the Public Works Department will be replacing the storm line going out to the beach on Coos in August. The NeCus' trail is in, a church group out of Klamath Falls is interested in a part of the play structure, and the grass is growing. The sewage treatment plant extension of the waste activated sludge line project is underway, extending out to pond #3 and a discussion ensued. A discussion was held regarding odor issues at the wastewater treatment pond. The addition on the WWTP building is essentially done, just needs to put on the gutters. The water department is working on located the meter with GPS for the GIS system, once accomplished this will complete the storm drain master plan. The new no hunting signs have been ordered and will be in next week. The new signs will be put where the existing signs are currently located. The City is working with the OR Department of Forestry regarding new signage regarding fires on the beach near the grass areas. Cannon Beach is being used as a test city to see how the new signs will work. Flores added the Whale Park structure roof will be torn off soon for replacement. There is a large meter vault off of Sunset that has failed and a new lid has been ordered. The concrete vault and metal lid weigh approximately 4,000 pounds.

### COST SHARE PAVING

Bertellotti stated that with the information that Grassick was able to dig up in the archives the City was dealing with a lot of the same issued back then as now. A discussion ensued regarding the history of cost share paving and the maintenance of gravel roads versus paved roads. Grassick reported when joint share paving starting the City paid 50% of the cost and took care of drainage. Bertellotti added in the late 80's when his road was paved there was a storm drain cut out put in at every house. Grassick added a paved street should last 30 plus years due to the amount of traffic. Grassick will sit down with Sund and the road department to see what the aggregate maintenance costs are for 5-10 years. Wierson added we are going to face some of the same issues that Portland faces with long term maintenance once a street is paved. Wierson stated that we need a long term plan and a discussion ensued. Grassick will research and get a cost of gravel road maintenance to present to the Committee next month. Grassick explained the process that it would take in order to pass a cost share paving program and a discussion of prioritizing streets ensued.

### GOOD OF THE ORDER

Wierson reported that Ecola Park road is dangerous due to the amount of traffic over the years wearing out the centerlines. The intersection of Spruce and Ecola Park Road used to have a tree, but it was taken down this winter which created a ditch which causes concern of someone ending up in the ditch when two cars coming at the same time, and a discussion ensued. Wierson would like to see the centerline replaced and is concerned about the ditch adding it needs a culvert. Grassick will contact the Ecola Park Manager to discuss.

Pearce asked Flores about real estate signs placement. Flores added he has contacted real estate companies to discuss where the signs are being placed and how they cause blocked views.

### ADJOURNMENT

Pearce adjourned the meeting at 9:55 a.m.

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Jennifer Barrett, Administrative Assistant

Minutes of the  
**PUBLIC WORKS COMMITTEE**  
Tuesday, August 19, 2014  
Council Chambers

Members: Chair Jenee Pearce and Members Ryan Dewey, Les Wierson, and Richard Bertellotti

Excused: Greg Bell

Staff: Public Works Director Dan Grassick and Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Pearce called the meeting to order at 9:00 a.m.

APPROVAL OF JULY 15, 2014 MINUTES

Motion: Wierson moved to approve the minutes of August 19, 2014; Bertellotti seconded the motion.

Vote: Pearce, Dewey, Bertellotti and Wierson voted AYE. The vote was 4/0 in favor and passed.

UTILITY RELIEF REQUESTS

Motion: Bertellotti moved to approve the utility relief request for Inn at Cannon Beach as the sewer portion did not impact the Wastewater Treatment Facility; Dewey seconded the motion.

Vote: Pearce, Dewey, Wierson and Bertellotti voted AYE. The vote was 4/0 in favor and passed.

PUBLIC WORKS PROJECTS

Grassick reported the upper and lower concrete has been poured on the Gogona stairs project. The stairs are being sent to Portland for galvanizing and the stair base should be set next week. The round pads for the new picnic tables at Main City Park has been set. The Whale Park project is done, just working on the light fixture on the west end. The Midtown restroom project is approximately 2/3 way done, the doors still need replacing which will happen after Labor Day. We have a design for a foot washing station on the north/northwest corner of the building which will include a sand separator, and a discussion ensued. At NeCus' the playground equipment has been removed and grass has been planted. Prior to the meeting Wierson discussed with Grassick the possibility of a lot line adjustment at NeCus' so the gym ends up on City property. Wierson explained the gym was built by volunteers, didn't cost the school district money, and would be an excellent building to use for community services. The City is replacing the upper water fountain at Les Shirley. The pavement preservation program will be moving forward in the springtime. There has been an owner interested in paying for his stretch of street on E Susitna. The Coos Street storm drain has had some clean up work done to replace the last segment of storm drain before it goes out to the beach. A log has been put next to the outfall at Susitna, just south of Tolovana Inn. This has been an issue with sand filling it in every 5 weeks and needing to be dug out. The log establishes a site hole to keep an eye on. The new dump truck is in Portland and should be here in 2 weeks. The recycle building needs new sliding doors, track is corroded. Recycle does not have phone or internet at recycle and the only way to contact them is through cell phone. We will be adding phone/internet services soon. The last piece of asbestos pipe will be replaced with PVC next month at the spring watermain. The Hallmark driveway got a new vault lid, and the wastewater line extension project at pond three is almost completed. The parks storage building at the wastewater plant is almost completed.

In response to Bertellotti's question are we still running off the springs, Grassick replied yes, a couple days of demand exceeded the springs, however we were able to take water from the reservoir. The plant is running but haven't had to use it, and a discussion ensued.

In response to Wierson's inquiry if rip rap will go on the pond on all four sides, Grassick replied yes, eventually. A

discussion ensued regarding habitat and vegetation at the pond.

### COST SHARE PAVING

Grassick reported there was a thought to offer up the cost of maintaining gravel road for 10 years versus the 50% match. Gravel street maintenance costs the City money and we'd offer a portion of that for a 10 year period. This runs approximately \$10 per foot for a flat street, and approximately \$15 per foot for a sloped street. This would be approximately \$3,000-5,000 for a 500 foot block. Grassick added there are a lot of contributing factors with regards to cost, adding this is 10-15% of cost. Grassick would like to see a lot of the hill streets paved as they turn into washboards and need more maintenance. A discussion regarding dust and maintenance ensued. Dewey stated adding the grindings on the road behind his store has been very beneficial is helping maintain the dust and a discussion on using grindings ensued. Elm & 8th is another street the City is looking at to petition Council with a cost estimate and work out a payment schedule instead of LID. In response to Bertellotti's question if the Committee needs to make a recommendation, Grassick replied he's bring the Committee the staff report he would present to Council for this project for their review. Grassick said his focus will be on sloped streets. A discussion was held regarding prioritizing applications received for cost share paving, and how cost share paving is contingent on the City's yearly budget. A discussion ensued on potential streets that need improvement with conjunction to waterline and hydrant replacements needed. Wierson added he encourages the sharing instead of LID, Grassick added there will still be a public hearing process for cost sharing and surrounding property owners will be notified.

### GOOD OF THE ORDER

Wierson commented about adding a sign to inform people that fire balloons (Chinese lanterns) are illegal, Grassick replied this is something the Chief has been working on. Wierson added he saw approximately 5 that went into the dunes and a discussion ensued.

In response to Pearce's question have we changed an evacuation signs, Grassick replied just the big sign. Wierson added Council wanted you are here stickers added first, which he will be bringing to EPREP. Dewey added from a tourist perspective the best frame of reference is Haystack Rock, and suggested using Haystack as reference as opposed to you are here, and a discussion ensued.

Pearce started the evacuation walks and had a second homeowner attend the first one. Wierson added EPREP will want an update from the evacuation walks and he'd like Pearce to have copies of the maps to distribute, as well as having the maps available online.

Bertellotti asked if there the City sends info for new residents with regards to utility billing adding this is a good venue to include information on the evacuation walks, maps, barrel programs.

Wierson, Grassick, and Brehm attended a workshop about how to improve evacuation and Cannon Beach was used as an example. Wierson gave suggestions learned from the workshop.

In response to Bertellotti's question about the status of adding another AT&T tower, Grassick replied they are still working on their internal approval process, and it would need to go to Planning and Commission and Design Review Board. A discussion ensued.

### ADJOURNMENT

Pearce adjourned the meeting at 9:55 a.m.

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Jennifer Barrett, Administrative Assistant

Minutes of the  
**PUBLIC WORKS COMMITTEE**  
Tuesday, September 16, 2014  
Council Chambers

Members: Chair Jenee Pearce and Members Ryan Dewey and Les Wierson present; Greg Bell present by phone.

Excused: Richard Bertellotti

Staff: Public Works Director Dan Grassick and Acting Administrative Assistant Tracy McGill

CALL TO ORDER

Chair Pearce called the meeting to order at 9:00 a.m.

APPROVAL OF AUGUST 19, 2014 MINUTES

Motion: Wierson moved to approve the minutes of August 19, 2014; Dewey seconded the motion.

Vote: Pearce, Dewey, Bell and Wierson voted AYE. The vote was 4/0 in favor and passed.

UTILITY RELIEF REQUESTS

Motion: Dewey moved to approve the utility relief request for Steven Carlson as the sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Dewey, Wierson and Bell voted AYE. The vote was 4/0 in favor and passed.

Motion: Wierson moved to approve the utility relief request for Grant Filley as the sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Dewey, Wierson and Bell voted AYE. The vote was 4/0 in favor and passed.

Motion: Dewey moved to table the utility relief request for Mike Thrift as there was no staff recommendation; Wierson seconded the motion.

Vote: Pearce, Dewey, Wierson and Bell voted AYE. The vote was 4/0 in favor and passed.

YUKON BUS SHELTER

Grassick explained that there has been a request to build a shelter at the bus stop on the corner of Yukon Street, Chilkoot Trail and Hemlock where the current stop exists. The shelter would be placed in the easement just east of the manhole cover. DRB will have to take action to approve this however Public Works Committee input will be considered. Bell questioned the funding and Grassick stated that if approved, the shelter would cost approximately \$5,000.00 and funds would come out of the Roads budget. Wierson asked if there was any criteria for number of shelters and Grassick responded that it is based on request. Grassick said that since it would be located at an existing bus stop, they would not have to request additional approval from the bus company. Dewey suggested that the wind direction be considered in site orientation and placement. Grassick explained that he had discussed the orientation with the person that had requested the shelter. Consensus was that this shelter was a good idea.

COST SHARE PAVING RECOMMENDATIONS

Grassick summarized his memorandum dated September 15, 2014, included in the packet explaining the Proposed City Policy for Joint Venture Paving of Unpaved Residential Streets. He explained that if two thirds of the property

owners agreed to pay 100 percent of the cost, the cost to the property owners would be reduced by the \$5.00 contribution by the City of Cannon Beach. Discussion was held and Wierson asked if this policy affected 8th Street and Ash Street and Grassick clarified that it would apply in those areas. He noted that the proposed policy would be placed on the agenda for the City Council work session in October.

### PUBLIC WORKS PROJECTS

Grassick reported that Little Pompeii is functioning properly. The downtown storm drains are draining properly and this is all part of the improvement process.

Grassick noted that the property owners adjacent to the Gogona Stairs project have concerns with the delays in completion. He stated that because the project was delayed by the permitting process at the inception, the contractors hired to complete each phase of the project were postponed. By the time the project was ready for their phase, the contractors were working on other projects and therefore were not immediately read to proceed. Grassick said that future projects would be planned and scheduled differently to avoid these types of problems. He also noted that there are three other stairs projects that need to be addressed. They are located at the end of Logan Lane, Maher, and Noatak. The Noatak project will be a very expensive undertaking, possibly costing over \$100,000.00 for the completed access.

Grassick noted that the sewer pond extension to pond three is completed and the pond two phase starts next month. He stated that picnic table pads have been completed in the main park and six new tables will be installed. They will put two pads at Les Shirley this fall. A foot washing station is being installed by the public restroom on Hemlock to reduce sand in the restroom and the restroom re-siding has been completed. He noted that pavement restoration may occur in October or next spring, depending on weather conditions and that the NeCus' project down at Coos will wait until spring to avoid problems during the storm season.

### SOLVE

Pearce announced that the next SOLVE cleanup is Saturday, September 27, 2014. She thanked committee members for their participation and presented them with SOLVE bags.

### GOOD OF THE ORDER

Pearce informed the committee that Duane Johnson Real Estate has moved their signs to improve clear vision along the roadways. General discussion ensued about the public safety with line of sight and Grassick noted that they will continue to contact the other realtors.

Wierson stated that EPREP recommended that stickers for Haystack Rock be placed on the signs and that this had been completed. It was also noted that EPREP are continuing with the walks of the evacuation routes. Pearce said that notices were included in the utility bills. Wierson summarized EPREP's activities to contact homeowners that are not full time residents to provide information.

Pearce asked about the status of the problem with Norway rats in the East Madison neighborhood. Grassick said that it is a growing problem and noted that they are typical Norway rats. He said that the City will be writing a letter to the homeowners on Madison and Monroe with the recommendation that the affected homeowners collaborate to hire an exterminator for three months. The letter will also include some other recommendations to not feed the wildlife in the area.

Bell stated that he will check this weekend on the lights that have been going out in the area. Grassick noted that it was a ballast issue, and committee members noted that PPL has been notified.

### ADJOURNMENT

Pearce adjourned the meeting at 9:50 a.m.

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Tracy McGill, Administrative Assistant

Minutes of the  
**PUBLIC WORKS COMMITTEE**  
Tuesday, OCTOBER 21, 2014  
Council Chambers

Members: Chair Jenee Pearce and Members Ryan Dewey, Richard Bertellotti and Les Wierson present

Excused: Greg Bell

Staff: Public Works Director Dan Grassick and Acting Administrative Assistant Tracy McGill

CALL TO ORDER

Chair Pearce called the meeting to order at 9:00 a.m.

APPROVAL OF SEPTEMBER 16, 2014 MINUTES

Motion: Dewey moved to approve the minutes of SEPTEMBER 16, 2014; Wierson seconded the motion.

Vote: Pearce, Dewey and Wierson, voted AYE. Bertellotti abstained as he was not present at the meeting. The vote was 3/0 in favor and passed unanimously.

UTILITY RELIEF REQUESTS

Motion: Dewey moved to approve the utility relief request for Mike Thrift as the sewer portion did not impact the Wastewater Treatment Facility; Bertellotti seconded the motion. The vote was 4/0 and p

Vote: Pearce, Dewey, Wierson and Bertolli voted AYE. The vote was 4/0 in favor and passed.

Motion: Bertellotti moved to approve the utility relief request for Coaster Properties for September 2014 as the sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Dewey, Wierson and Bertolli voted AYE. The vote was 4/0 in favor and passed.

Motion: Bertellotti moved to approve the utility relief request for Huy Nguyen as the sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Dewey, Wierson and Bertolli voted AYE. The vote was 4/0 in favor and passed.

Motion: Wierson moved to approve the utility relief request for Susan Glarum as the sewer portion did not impact the Wastewater Treatment Facility; Dewey seconded the motion.

Vote: Pearce, Dewey, Wierson and Bertolli voted AYE. The vote was 4/0 in favor and passed.

Motion: Bertellotti moved to approve the utility relief request for Michael Tutmark as the sewer portion did not impact the Wastewater Treatment Facility; Dewey seconded the motion.

Vote: Pearce, Dewey, Wierson and Bertolli voted AYE. The vote was 4/0 in favor and passed.

PUBLIC WORKS PROJECTS

Grassick reported that the stairs are completed and bench installed and that the project turned out well. He explained that the next set of stairs at Noatak will be a real challenge because of twists and turns. There is money in the budget for design work for the structure and Grassick asked the committee for input on whether they should hire somebody to

study the remaining three. General discussion ensued and Grassick clarified that he is concerned about the safety of the existing structures. He noted that the vegetation line was initially further up the bank but over time there has been erosion and the vegetation has receded up the bank. He explained that the concept was that Public Works would take a look at the three sets of stairs and consider the design options for each and associated costs. The committee discussed a variety of construction options involving galvanized steel and concrete. Dewey pointed out that there are also issues with State permits. Wierson questioned the condition of the stairs at Center Street and noted that they support an evacuation route. Grassick agreed to take a look at the existing structure and address the condition. Bertellotti concurred that it made sense to evaluate all of the beach stairs structures and Dewey suggested that it made sense to prioritize repair or replacement based first on safety, then on whether they served evacuation routes.

Grassick summarized the status of current Parks and Streets projects and reported that the Midtown restroom doors are installed and siding has been completed. He noted that the footwash station will be completed next, probably by next month depending on tourism and weather. He also noted that DRB approved the sign for NeCus' as it was submitted. He said that Susan Walsh is working on it now and that he expects that it will be completed and installed during the first part of November. They are also working on a freeze protection plan for this winter and noted that there was damage last winter including the drinking fountain by the Chamber of Commerce. It is a custom built project so it is hard to repair and the current location is not very visible. Following general discussion, the committee suggested that it be relocated to the area by the Post Office where there used to be a telephone booth. Grassick explained that the City Council postponed their discussion of the Joint Venture Paving issue at the last work session due to time. He noted that it will be on the agenda for the November work session along with the 8th Street paving issue.

Grassick also reported that the City has purchased a new dump truck. He also said that the recycle building sliding door is being repaired and new personnel doors have also been received and installed so that the building can be secured and the communication station installed. The GPS watering meter is done and will soon be incorporated in the mapping system. The water line project will be postponed until weather improves and the waste line extension at the wastewater plant should be started in December when parts arrive. Grassick said that they are still waiting for the final budget information for the lift station pump upgrade, but that he expects that they will probably do that project in lieu of the Matanuska pump station project.

Grassick explained that the City Hall building has a sewer gas leak which is why restrooms are under construction and they will be doing a smoke test to determine the source. Additionally the Police Department has a problem with a leak on the roof exacerbated by heavy rains.

#### GATES AND FENCES TO EAST HIGHWAY 101 SEWER LAGOONS

Grassick explained that the old sewer lagoons on the east side of the highway have three access gates off Highway 101 on to dike roads. He noted that there was a request to remove the chain link fencing and that if that occurred it would be necessary to replace it with cable and reflective signage. Dewey questioned the reason for the request and Grassick responded that he believed it was an issue of aesthetics and that cost was probably less than \$200.00. He also clarified that the City no longer uses the area for sewer lagoons but does sample the creek as a matter of courtesy for DEQ and maintains the interconnect. Dewey and Pearce said they are concerned about making it more inviting for illegal camping. Grassick also explained that this area is in the northwest corner of the Ecola Forest Reserve and that the management plan is about to be updated. Bertellotti stated that he had no serious objection to the project but was concerned with the cost and that it might not be as likely to serve as a deterrent to illegal camping.

#### INFORMATIONAL FLYERS/EDUCATION

Grassick reported that ODF&W met with Parks last week regarding the fishing regulations and signage and explained that Chris Knutsen stated that he manages the area in a conservative manner. General discussion ensued and it was concluded that many of the people that violate the fishing restrictions are doing so intentionally however the overall number of violators is small so therefore additional signage is of questionable value. Pearce noted that one problem with posted signage is that it actually encourages fishing because the signs draw attention to the fishing opportunities.

Following additional discussion of the regulations and signage Bertellotti summarized that fishing regulations can be difficult to understand and not subject to easy interpretation. Bertellotti noted that he has an email clarifying all of the rules which he will forward to committee members. Wierson requested that Public Works staff make sure to use term wastewater lagoons.

#### GOOD OF THE ORDER

In response to a request from committee members, Grassick said that he will make a recommendation to reduce the number of people on committee to five. Bertellotti noted that in the past committee members were included in the five year plan review and Grassick responded that we his make sure that they are included again in the next review which will probably take place in December or January.

Pearce reported that the SOLVE cleanup went well and about 190 people attended. . She said that a three yard dumpster was located in Midtown and another in Tolovana but that neither dumpster was full. She also noted that there was a lot of work in the Arch Cape area this time. Pearce also reported that the Secure Your ID day in Seaside was very popular and they shredded about 4800 pounds of paper. The regional food bank also received donations of \$455.00 by Saturday. Pearce further clarified that the Cannon Beach Food Bank is not actually a Bank, but a Pantry supported by the regional Food Bank located in Warrenton. Grassick stated that our local pantry is moving into the library building of the old Cannon Beach School and that the Backpack Program and Food Pantry are now separate organizations with separate funding at this time.

#### ADJOURNMENT

Pearce adjourned the meeting at 9:54 a.m.

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Tracy McGill, Administrative Assistant

Minutes of the  
**PUBLIC WORKS COMMITTEE**  
Tuesday, November 18, 2014  
Council Chambers

Members: Chair Jenee Pearce and Member Les Wierson present.

Staff: City Manager Brant Kucera, Public Works Director Dan Grassick, Public Works Foreman Cruz Flores and Acting Administrative Assistant Tracy McGill

CALL TO ORDER

The formal meeting was cancelled due to lack of quorum however a work session was called to order at 9:10 a.m. to advise the Committee and City Manager of the current status of ongoing Public Works projects.

PUBLIC WORKS PROJECTS

Dan Grassick updated the committee about the Joint Venture Paving issue. He explained that City Attorney Tammy Herdener had discussed the issue with The Dalles and they had provided sample language from their policy that he believed would be appropriate for the City of Cannon Beach. He noted that The Dalles doesn't require a percentage of all homeowners to be supportive and willing to pay for their cost. Instead, if Public Works is supportive of the project and all of the owners that would be financially affected are in support, then the project can move forward. Grassick said he thinks it is a workable policy for Cannon Beach's demographics where there may be one or two owners who are willing to pay for the project. He also said that the process would still include City participation, and he is working on a draft policy identifying how the City would share the cost. He confirmed that the cities of Springfield and Ashland have a similar policy. Flores asked what would happen if some of the homeowners did not want the street paved and Grassick explained that the request would be brought to a public hearing before the City Council. Grassick also noted that his policy would be that Public Works would support request for paving on sloped streets due to the safety and maintenance issues on those streets. Grassick will provide a draft policy to staff and committee members before the next City Council work session. Kucera asked for clarification on the current policy and Wierson and Grassick explained that some local residents prefer gravel streets and believe that is supports the village environment of the town.

Regarding the new beach access stairs on Gagona, Grassick noted that there has been one comment about the bollards that were installed at the base. He explained that they will be mounting evacuation signs on the center post and will then take a photo and submit it to the Design Review Committee chair for endorsement as a minor modification to the initial design.

Grassick also updated the committee on a slide at Logan Lane that Public Works needed to repair. He noted that they have extended a culvert under the street and raised the road bed to repair the street and resolve the blockage. He explained that this also affected the stairs to the beach which now need to be repaired, and that the existing funding would be consolidated and accessed for this emergency repair. Wierson asked about the Center Street stairs, and Grassick said that he has not had an opportunity to inspect them, but that he will follow up. Grassick also clarified that the bollards are primarily for damage avoidance, however they will help demarcate the evacuation routes as well. It was also noted that one of the most common questions from visitors is how to get off the beach and it was noted that many stairs near Haystack Rock are privately owned.

ADJOURNMENT

Pearce adjourned the work session at 9:29 a.m.

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Tracy McGill, Administrative Assistant

Minutes of the  
**PUBLIC WORKS COMMITTEE**  
Tuesday, December 16, 2014  
Council Chambers

Members: Chair Jenee Pearce and Members Ryan Dewey, Richard Bertellotti and Les Wierson

Excused: Carolyn Propst

Staff: Public Works Director Dan Grassick , Public Works Foreman Cruz Flores and Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Pearce called the meeting to order at 9:00 a.m.

Chair Pearce welcomed Carolyn Propst to the committee.

APPROVAL OF October 21, 2014 MINUTES

Motion: Bertellotti moved to approve the minutes of October 21, 2014; Dewey seconded the motion.

Vote: Pearce, Dewey, Bertellotti and Wierson, voted AYE. The vote was 4/0 in favor and passed.

The November meeting minutes were not approved as it was not a formal meeting.

UTILITY RELIEF REQUESTS

From the November meeting

Motion: Bertellotti moved to approve the utility relief request for Rouse as the sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Dewey, Wierson and Bertellotti voted AYE. The vote was 4/0 in favor and passed.

Motion: Dewey moved to approve the utility relief request for Cannon Beach Conference Center as the sewer portion did not impact the Wastewater Treatment Facility; Bertellotti seconded the motion.

Vote: Pearce, Dewey, Wierson and Bertellotti voted AYE. The vote was 4/0 in favor and passed.

Motion: Bertellotti moved to approve the utility relief request for Gaddis as the sewer portion did not impact the Wastewater Treatment Facility; Dewey seconded the motion.

Vote: Pearce, Dewey, Wierson and Bertellotti voted AYE. The vote was 4/0 in favor and passed.

For the December meeting

Motion: Bertellotti moved to table until January the utility relief request for Willoughby and request additional information for clarification; Dewey seconded the motion.

Vote: Pearce, Dewey, Wierson and Bertellotti voted AYE. The vote was 4/0 in favor and passed.

tabled for more clarification. Barrett to contact for additional info

Motion: Bertellotti moved to approve the utility relief request for Acupuncture & Natural Medicine as the sewer portion did not impact the Wastewater Treatment Facility; Dewey seconded the motion.

Vote: Pearce, Dewey, Wierson and Bertellotti voted AYE. The vote was 4/0 in favor and passed.

### PUBLIC WORKS PROJECTS

Grassick reported the storm last week caused some damage on the graveled sloped streets. A discussion was held regarding the gravel streets in the City that have issues, or will likely have issues in the future. There was a flooding incident on Siuslaw south of Tolovanna Inn Thanksgiving morning. The outfall filled up with sand and flooded. HLB is looking at a level monitoring system to tie into the pump station monitoring system to assist with high levels in the future. Logan Lane stairs need to be replaced due to the storm drain that was extended, this will start mid January. The stairs at the Haystack Rock overlook have some dry rot on the stringers. These stairs get the most use and will be worked on next week. In response to Bertellotti question if there is enough money in the budget, Grassick replied just for the repairs, and a discussion about the stairs ensued. The Gogona stairs will be going to DRB in January to approve the design revisions. A discussion was held regarding beach exits, ramps and sand dune grading. Replaced the last piece of the line going up to the springs. Sewer extension around pond two will continue after the first of the year. The City received violation notice from DEQ. This is a common issue that happens with the transition from dry weather to wet weather, there was no discharge or environmental impact. Grassick added he is putting together the CIP for next fiscal year, and will bring to the Committee in January for input. In response to Wierson's question when the evacuation signs will be installed, Grassick replied between now and January.

### COST SHARE PAVING

Grassick reported at the City Council Special Meeting, three councilors were present, listened and had comments regarding how the program worked. An example was if one person wanted to pay for the project 100% then everyone has to have their street paved. Council suggested needing consideration from all residents even the ones not willing to pay. The last joint venture paving was in 1992, stopped funding in 1993 due to the amount of the requests for paving coming in. This will go back to council at the January work session for further discussion.

In response to Bertellotti's question if there will be required sidewalks and street widening to meet current standards, Grassick replied we have a street standard, adding our existing gravel streets have an inadequate rock base that would need to be upgraded. Grassick noted the width and improvement piece looks at existing conditions, and encroachments will not be required unless there is a need, curb and sidewalks will not be required, as per our standard.

Jan Siebert Wahrmond noted her concern that it's very vague, stating with climate change and oceans rising we need to look at things with the environment in mind, adding more pavement is not wise. Sierbert Wahrmond added it takes away from the aesthetics, and getting rid of dust is not enough of a reason. Sierbert Wahrmond expressed her concerns, adding one person who has money can pay for the entire street regardless of what the rest of the residents wish. Adding this is a complex situation and it needs to be recognized as that.

Wierson cited examples where cost paving has been used or could be used, and the process that was gone through with regards to the gravel and residential concerns. Bertellotti added it needs to be on a street by street basis. Sierbert Wahrmond added she wants to see a street majority and sustainability taken into consideration. A discussion ensued. Pearce and Grassick added residents would be notified and given a chance to respond if this was going to happen to their street.

In response to Dewey's question if there are methods other than paving to slow people down, Grassick replied if you put structure in the ROW the City's liability goes up because they've installed a physical structures, and a discussion ensued. Grassick will include needing neighborhood input into proposal for the January work session. Sierbert Wahrmond added that the Public Works department needs to do more for sustainability, and she presented the sustainability action plan outline from the City's website. Grassick added we work within the sustainability plan and

cited an example from the list, adding we do incorporate this in our day to day options. Bertellotti added funding is always an issue and we do what we can with the money we have. A discussion ensued. Barrett to email the committee the sustainability action plan outline.

SOLVE

Pearce referenced the material in the packet.

GOOD OF THE ORDER

No report

ADJOURNMENT

Pearce adjourned the meeting at 10:20 a.m.

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Jennifer Barrett, Administrative Assistant