

MEMORANDUM

To: The Honorable Ron Lucas and Members of the Town Council
From: Mark Burlingame for Paul Loveless, Town Administrator
Date: September 6, 2019
Subject: Updates

Administration:

Upcoming Meetings:

Council Meeting – September 17, 2019, at 6:30 PM at Town Hall.

Planning Commission – September 9, 2019 at 6:30 PM at Town Hall.

Civil Service Commission – October 3, 2019 at 2:00 PM at the Community Center.

Preservation and Review Board – September 25, 2019 at 6:30 PM at Town Hall.

Council Future Agenda “Look-Ahead” Issues:

Copies of the Agenda and staff reports are available at all Town facilities once published.

The Agenda and Council meeting minutes are posted to the Town’s official website.

Steilacoom Historical School District:

School started on Thursday August 29th. Please watch out for children walking to and from school or waiting for buses. Additionally, please adhere to rules governing passing school buses and speed limits in school zones.

Beware of Scammers:

Scammers are targeting utility customers, employees, religious worshipers, etc. in a gift card scam, warns the Federal Trade Commission (FTC).

The Town of Steilacoom does not give out email addresses of customers to any outside organizations. The Town will never do any funding by asking customers, employees, or any member of the general public to purchase gift cards.

Posing as the Mayor, Council members, the Town Administrator, or other Town employee (through an email that looks familiar and legitimate), these scammers ask individuals for gift-card contributions to a good cause or threaten them with utility disconnection unless a gift card is used for payment.

The FTC explains:

The imposter asks you to buy a popular [gift card](#)—frequently, iTunes, Google Play, or Amazon—and then asks for the gift card number and PIN on the back of the card. Those numbers let the scammer immediately get the money you loaded onto the card. And once that’s done, the scammer and your money are gone, usually without a trace.

You are encouraged to closely evaluate emails that appear to come from a Town official by carefully looking for some typical warning signs. For example, the email address isn’t the one normally used by the Town, and the service provider is different, too. The message may begin with a simple ‘Hi,’ but doesn’t include a recipient’s name. There also may be spelling errors, including the Mayor’s or Administrator’s name.

Public Safety:

Suspicious Activity:

If you observe suspicious activity, please contact Public Safety - non-emergency number – (253) 798-4721 as soon as possible. To anonymously report suspicious activity please email the Department at crimetips@ci.steilacoom.wa.us

Public Works:

Streets and Storm:

Crew Emphasis:

The crew focused on storm water facility maintenance, including cleaning catch basins and manholes. Hunter Tree Service, assisted by crew, removed several hazardous trees from the unimproved right of ways adjacent to 2nd St. Additionally, the crew inspected new development connections to the stormwater system (where applicable) and re-inspected the infrastructure improvements in the new short plat at Worthington St/Roe St. for compliance with Town standards.

Steilacoom Boulevard Project:

The contractor raised utility structures, restored road edges, and applied street striping to the section between Hewitt Dr. and Puyallup St. That section of the roadway will reopen to traffic late Friday afternoon (today). Next week, the contractor will begin actively working on the section between Hewitt Dr. and Farwest Dr., moving catch basins and potholing areas for installation of various facilities. While there will not be road closures in this area, drivers can expect flaggers and traffic delays during daytime hours.

Electrical:

Crew Emphasis:

The crew reinstalled pedestrian lights on Steilacoom Blvd. and Puyallup St. removed during construction, installed wire in conduit for a new house planned in the 1900 block of Rainier St., repaired various streetlights for the City of Lakewood pursuant to our inter-local agreement with them for this purpose, completed a comprehensive review of our electrical safety standards with a representative from the State Department of Labor and Industries; and performed other system maintenance.

Water/Sewer:

Crew Emphasis:

The crew completed manhole maintenance, hauled construction debris from the Public Works yard, restocked gravel supplies for use as needed, inspected infrastructure improvement in the new subdivision located at Worthington St./Roe St.; and performed other systems maintenance.

Parks, Buildings and Grounds:

Crew Emphasis:

The crew concentrated on performing various irrigation repairs in area parks, including Perkins Park, Byrd Mill Park, Manitoba Park. The crew, assisted by the Cedar Creek Correctional Center work crew removed the summer hanging baskets and flags from the downtown area. The crew also removed debris and hauled woodchips up to the Senko Garden area of Cormorant Park in support of the volunteer work group that is “adopting” this area; and performed other grounds and facilities’ maintenance.

Other:

Friends of the Steilacoom Library Speaker Series:

The Friends of the Steilacoom Library and the Steilacoom Historical Museum are partnering to bring back the historical speaker series. All events are at 3 PM at the Museum.

September 13 – Harriet Baskas, Washington on Wheels; Odd and Innovative Transportation Ideas from the Pacific Northwest.

October 11 – Patrick Hughes, The Story of the Buffalo Soldier.

November 8 – Tames Allen, From the Streets of Shakespeare to the Court of Elizabeth.

December 13: David Buerge, Who Was Chief Seattle?

Questions – Contact us at 253.581-1912 -- Town’s Official Website - townofsteilacoom.org