

Planning MEMORANDUM

To: Mayor Muri and Members of the Town Council
From: Paul Loveless, Town Administrator
Date: September 23, 2022
Subject: Updates

Administration:

Upcoming Meetings:

Council Meeting – October 4, 2022, 6:00 PM. (Hybrid) at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388 Zoom Invite: <https://us02web.zoom.us/j/85977664551>

Planning Commission – October 10, 2022, 6:00 PM. (Live) at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388

Civil Service Commission – October 6, 2022, at 2:00 PM. (Virtual only)
Zoom Invite: <https://us02web.zoom.us/j/87902755678>

Preservation and Review Board – September 28, 2022, at 6:00 PM. (Virtual only)
Zoom Invite: <https://us02web.zoom.us/j/86477094815>

Parks, Community Services, and Environment Advisory Committee – October 19, 2022,
6:30 PM. (Live) at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388

Public Safety Advisory Committee – October 19, 2022, at 6:00 PM. (Live) at the Public Safety Facility, 601 Main Street, Steilacoom, Washington 98388.

Kids are Back to School!

Schools are back in session, and it brings traffic congestion -buses picking up and dropping off students, parents in line to pick up students, and kids walking and riding bikes. Share the road with kids! This means drivers need to slow down, pay attention, and watch out for children and extra vehicles. Remember younger students don't always look both directions before crossing the road and don't always check for traffic. Please assume kids don't see you and be prepared to stop quickly if needed.

See Something – Say Something:

If you see something suspicious or if you have been a victim of a crime, please contact the Department of Public Safety. For in-process emergencies, call 911. For non-emergencies, please call either (253) 287-4455 or (800) 562-9800 or email crimetips@ci.steilacoom.wa.us

Community Development:

Building Inspection and Code Compliance:

The Building Inspector/Code Compliance Officer focused on inspecting construction activity, updated the Town Council at their September 16, 2022, meeting of current issues; met with City of Lakewood staff to discuss their code compliance procedures; and followed up on other outstanding code compliance issues.

Notice of Public Nuisance:

A Declaration of Public Nuisance and Order to Abate was sent to the owners/beneficiaries of and posted on the property at 2746 Cambridge Drive. The Notice provides the owners until September 23, 2022, to abate the identified nuisance or the Town may take the abatement action and lien the property accordingly.

Comprehensive Plan Update:

The Town of Steilacoom will begin the review and revision of its Comprehensive Plan this fall. Information regarding the update will be posted on the Town's website shortly.

Community Services:

Junior Explorers:

Come explore with us! This class will prepare children, 5 - 6 years old, for school success. We'll sing, dance and explore new things while learning letters, numbers, making new friends and so much more!

- Junior Explorers must be at least age 4 by Aug 31, 2020
- Hours: Monday - Thursday, 9:00 a.m. - 1:00 p.m.
- Location: Steilacoom Community Center
- Cost: \$385/month
- For questions, email Ms. Melody at melody.davis@ci.steilacoom.wa.us.

A \$50, non-refundable, deposit is required to hold a space for the beginning of the 2022-2023 school year.

Little Explorers:

Little Explorers was created for 3- and 4-year-olds to have a first time preschool experience. Children will be introduced to a classroom environment, but still with lots of playtime that includes outside. They will learn how to share, cooperate and communicate while making new friends. We'll sing, dance, create and explore new things while being introduced to letters, numbers and so much more!

It's possible that your child makes a long time, even lifetime, friend. But many parents also find that they also develop friendship and support that lasts well beyond the preschool years.

- Little Explorers must be at least age 3 by Aug 31, 2022
- Hours: Tuesday, Thursday; 1:30 p.m. - 4:00 p.m.
- Location: Steilacoom Community Center
- Cost: \$165/month
- For questions, email Ms. Melody at melody.davis@ci.steilacoom.wa.us.

A \$50, non-refundable, deposit is required to hold a space for the beginning of the 2022-2023 school year.

There are currently 2 spaces available for Junior Explorers and we are utilizing a "wait list" for Little Explorers.

Public Safety:

Significant information:

Please remember to exercise regular precautions to prevent victimization from crime, such as locking doors and windows to your residence and not leaving vehicles running and unoccupied.

For September, in conjunction with school beginning, officers will shift emphasis to our school zones.

Please remember that parking is prohibited within marked bicycle lanes throughout town. Illegally parked vehicles may be subject to fines and impound.

Now that Fall is here, please find the following information regarding recreational fires within the Town of Steilacoom:

- For concerns regarding the safety of a fire, please call 911.
- For concerns about air quality related to a recreational fire, please call the Puget Sound Clean Air Agency at (800) 552-3565, or visit <https://pscleanair.gov/>
- For additional information, visit West Pierce Fire and Rescue at: <https://tinyurl.com/2md3h2j7>

Announcements:

Public Safety is hiring! Please visit our town website for information about how to apply to become our next public safety officer: <https://tinyurl.com/56bfbvf3>

SteilacoomAlert is a new emergency notification system for the Town of Steilacoom. At no cost, persons may opt-in to receive emergency and general notifications. Please visit our town website for more information.

Reminders:

In-progress emergencies can be reported directly to 911. To reach a police officer NOT during an emergency, please call either (253) 287-4455 or (800) 562-9800.

The lobby of Public Safety is open Tuesdays through Fridays, from 9:00 am until 12:00 pm. Staff remain available by phone and appointment from 1:00 pm until 5:00 pm.

Please visit our department website (<https://tinyurl.com/2bz3jzey>) for resources and assistance with:

- Online crime reporting
- Anonymous reporting of suspicious activity
- Reporting of persistent traffic concerns
- Unwanted prescription medication
- Concealed pistol licenses
- Mental health support for youth
- When to call 9-1-1
- Department of Licensing disability and medical designation
- South Sound 911 Emergency Health Profile (A cell phone is required to use this service)
- Injured or deceased wildlife

Public Works:

Building Energy Efficiency/Replacement Project:

The current schedule for the lighting contractor is:

- Public Safety (75% complete) 9/21-9/30: Waiting on lighting equipment confirmation and lift before finishing next week.
- Community Center (25% Complete) 9/21-9/30
- Town Hall 10/3-10/7
- Public Works 10/10-10/14 (if there are openings in the schedule, they will fit this in as a buffer)

Additionally, we are exploring the potential to change out the electrical panels on the DSHS office building. The panels are failing and are already causing unscheduled power interruptions within the building. Fox Electric has provided their proposal for the panel replacement which is currently under review. One concern is that the panel boards are a long lead item (70+ days).

Streets and Storm:

Crew Emphasis:

The crew continued ditch maintenance on Short Street; continued sign maintenance and vegetation management near intersections; saw-cut asphalt in preparation for permanent patching and requested bids for patching; attended the Rigney Road Nonmotorized Improvements preconstruction meeting; mowed rights-of-way; and performed other maintenance activities.

Rigney Road Nonmotorized Improvements Project:

A preconstruction meeting was held on Wednesday of this week. The Notice to Proceed was issued on September 23, 2022, with the estimated project start date being October 3, 2022. The project stretches from Steilacoom Boulevard to Lexington Street. We recommend using alternative routes during the project which is estimated to extend into February 2023 (80 working days).

Urban Forestry Management:

Staff received two applications for review under the Urban Forestry Management ordinance. One is for removal of a large coniferous tree in an undeveloped alley northeast of Nisqually and Main Street. The second is for topping or removal of two evergreen trees east of Chambers Creek Road near 88 Tatoosh Place. Staff along with an arborist will be reviewing these applications and the corresponding trees and processing the requests in accordance with the Urban Forestry Management provisions. The applicants have accepted the quotes for removal and the sites will be posted next week.

Electrical:

Crew Emphasis:

The crew met with a contractor to discuss a panel change at a home in the 100 block of Chinook Lane; repaired primary wire on Puyallup Street at Lafayette Street which caused a power outage last week; attended the Rigney Road project preconstruction meeting; received the parts and began working on the Sunnyside crossing wayside horn system; and performed other maintenance activities.

Water/Sewer:

Crew Emphasis:

The crew responded to a potential water leak at a residence in the 300 block of Champion Street; assisted the Electric crew with the primary wire repair on Puyallup Street near Lafayette Street; began water tank inspections with Gray and Osborne, Inc engineers; inspected a new sewer service in the 500 block of Frederick Street and a side-sewer replacement in the 700 block of Galloway Street; and performed other maintenance activities.

Parks, Buildings and Grounds:

Crew Emphasis:

The crew mowed, trimmed, and maintained various parks and facilities; supported the Kiwanis Club repainting of the Sunnyside Beach pavilion; and performed other maintenance activities.

The existing Webber Court playground equipment will be demolished over the next several weeks in preparation for replacement equipment to be installed at the same location.

Other:

October 2022 Scarecrow Contest:



The Steilacoom Garden Club is sponsoring their annual scarecrow contest during the month of October. This is a fun event for the community and we encourage folks to participate! There is no application form to fill out but we do need you to enter the contest simply by contacting Mary La Tourelle at lafannin@msn.com or 253-221-1409 to let her know the location of your scarecrow. Judging will take place by October 15 with prizes awarded shortly thereafter. We will have a category for businesses/organizations and one for residences.

October Fun for Kids:

Scarecrow scavenger hunt for kids 12 and under. Find the child sized scarecrows "hiding" within the town limits. Details and entry forms may be picked up at the Steilacoom Museum, week-ends 1-5pm Sponsored by SHMA and Steilacoom Garden Club. POC Lenore Rogers 253-389-3006

Thanks to "bump-out volunteers":

Thanks to our great volunteers for maintaining the plantings in the bump-outs along Lafayette Street in downtown Steilacoom! These folks keep them weeded and pruned throughout the year. If you see them around town, give them a high-five. Volunteers are: Carol Dayton, Connie Kirkpatrick, Mary La Tourelle, Jane Light, Jan Lucas, Michael and Judy Peterson, Carol Saynisch, Kathy Stegman, and Dan and Barb Szekely. Good work everyone!

Confidential Document Shredding Event:

Pierce County will be hosting a free paper shredding event on October 1 at the West Pierce Fire & Rescue Station 21, 5000 Steilacoom Boulevard Southwest, Tacoma, Washington. Attendees can shred up to 3 shopping bags of sensitive documents. Additional information may be found on Pierce County's website at <https://www.piercecountywa.gov/1536/Shred-Events>.

Apple Squeeze:

The Steilacoom Apple Squeeze is Back

After being cancelled two years due to health concerns, the Steilacoom Apple Squeeze will return on Sunday, October 2 from 10-4 in downtown Steilacoom.

This 47th Squeeze will be a celebration of the apple, sponsored by the Steilacoom Historical Museum Association to raise funds for maintaining historical properties and programs.

Come to press apples into cider the old-fashioned way with hand operated presses. This year, quantities will be limited to two jugs of hand pressed cider per family, but if you need more cider, pre-squeezed Lattins Country Cider will also be available to buy.

Live music will be provided by Cosmo's Dream and Brian Butler Blues. Quality handcraft artists will display their wares at the street fair on Lafayette Street. Activities and games for children will be in the tennis court area. Many food booths relating to the apple include apple butter on bread, apple fritters, caramel apples, hot spiced cider, and cider floats with apple pie, ice cream and cinnamon sauce available in Town Hall. Reproduction and vintage apple labels will also be displayed and sold in Town Hall.

Another feature is the Apple Identification booth, with experts who will look at your apples and try to identify the variety, plus discuss any topic on fruit tree management you may want to explore. Bring along several samples of each variety of apples with leaves and stems and your questions to Pete and John.

Steilacoom resident Nathaniel Orr learned orchard management in Oregon after arriving via the Oregon Trail in the mid 1850's and was responsible for many orchards in Steilacoom and on Anderson Island. Some of his trees still survive today in the Orr Orchard at his home at Main and Rainier Streets in Steilacoom and throughout the town and Island. Nathaniel's Wagon Shop, the Orchard and the Steilacoom Historical Museum with its information on early Steilacoom will be open for visitors. James Wagner, a tinsmith, will demonstrate his craft at the Wagon Shop.

This event benefits and is sponsored by the Steilacoom Historical Museum Association. Call the Museum with any questions at 253-584-4133 or go to steilacoomhistorical.org

Harvest Festival:

Steilacoom Community Church is holding a Harvest Festival on October 31, 2022, from 6 PM to 8:30 PM with games, prizes, candy, hot cocoa, and cider. All are invited. The church is located at 1603 Rainer Street.

Kayak Rentals:

KayakShare.com is a self-serve kayak rental available at Sunnyside Beach Park in Steilacoom in cooperation with the Town. You may reserve in advance or rent on the spot (when available) during daylight hours year-round by going to KayakShare.com. See KayakShare.com for details, make sure to wear a lifejacket, and have fun!

We Love Steilacoom Association – Steilacoom Food Bank:

The We Love Steilacoom Association operates a food pantry/bank located at the Steilacoom Community Church, 1603 Rainier Street, Steilacoom, Washington, 98388. You do not need to be a member of the Church to obtain assistance through the Food Pantry.

The Food Pantry has weekly distributions on Saturdays from 9:30 AM to 11:30 AM. Preregistration is not required. For an emergency food need or if you would like additional information, contact Paul Loveless at 253.581.1912.

Questions – Contact Paul Loveless at 253.581.1912 or paul.loveless@ci.steilacoom.wa.us