

## MEMORANDUM

**To: The Honorable Ron Lucas and Members of the Town Council**  
**From: Mark Burlingame (for Paul Loveless, Town Administrator)**  
**Date: January 10, 2019**  
**Subject: Updates**

### Administration:

#### *Upcoming Meetings:*

Council Meeting – January 15, 2019, at 6:30 PM at Town Hall.  
Planning Commission – January 14, 2019 at 6:30 PM at Town Hall.  
Civil Service Commission – February 7, 2019 meeting has been cancelled  
Preservation and Review Board – January 23, 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.

#### *Small Cell Facilities:*

The Planning Commission will continue its consideration of small cell wireless facilities at its next meeting on January 14, 2019. Small cells are the next generation of cellular telephone systems. Under a new FCC order, wireless providers will be able to use existing light and utility poles in the right-of-way as supports for the new antennas. The antennas must be no larger than 3 cubic feet, but may have additional equipment boxes of up to 28 cubic feet placed nearby. Additionally, the system will be linked by new fiber optic cable. The FCC order limits the time frame for the Town to issue permits.

The Planning Commission will be working on regulations for later consideration and approval by the Town Council. The meeting will be at 6:30 PM in the Town Hall.

### 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](mailto:crimetips@ci.steilacoom.wa.us)

### Public Works:

#### *Streets and Storm:*

Crew Emphasis:

The crew concentrated on sweeping streets, removing limbs and debris from roadways, cutting downed trees and branches, etc. due to last weekend’s wind storm event. This work is expected to continue into next week as well.

#### **1<sup>st</sup> Street Project:**

The contractor is very close to achieving final completion for this project. A final pay estimate, intended to close out expenses for this project, should be completed within the next week.

#### *Electrical:*

Crew Emphasis:

The crew removed the Christmas tree and outdoor decorations from Town hall, assisted with cleanup of storm debris and removal of hazardous trees, repaired streetlights and completed this year’s infrared transformer/vault inspection maintenance program.

***Water/Sewer:***

## Crew Emphasis:

The crew assisted the Streets Department with storm debris cleanup throughout Town, responded to a side sewer blockage in the 10900 block of 113<sup>th</sup> St. SW (homeowner problem), inspected two sewer lateral replacements in the 1400 block of Natalie Ct. and the 2700 block of Natalie Ln., completed semi-annual maintenance on the Marietta St. Lift Station, and performed other system maintenance.

***Parks, Buildings and Grounds:***

## Crew Emphasis:

The crew continued work removing storm debris from facilities and grounds after the wind storm last weekend. No major damage to facilities and grounds was reported. This weekend, two Eagle Scout candidates (assisted by staff) will commence work replacing benches and picnic tables in Cormorant Park.

**Other:*****Speaker Series:***

## Storm Warning:

Historic Weather in the Evergreen State

Please join us on Friday, Jan 11, at 3 p.m.

Humanities Washington speaker Feliks Banel discusses historic weather and notorious storms in Washington state. Explore how storms revive shared humanity and how frightening weather can bind communities together for protection, to share resources, and to commiserate. The Friends of Steilacoom Library sponsors these free monthly events with the support and collaboration of the Steilacoom Historical Museum Association. All programs are held at the Steilacoom High School Library at 54 Sentinel Drive. We hope to see you there!

***Steilacoom Fireside Gallery:***

Original oil, watercolor, and mixed media artwork will be on display at the “Steilacoom Fireside Gallery” in January and February, 2019 as part of the Town of Steilacoom Guest Artist Series. Featured artist, Anne Doane, a member of Pacific Gallery Artists, has received awards for her artwork at the Washington State Fair, Lakewood’s ArtsFest and other juried art competitions for her Pacific Northwest landscapes, still life and more. The “Steilacoom Fireside Gallery” is located inside the Steilacoom Community Center, 2301 Worthington St, Steilacoom WA. Gallery Hours: Mon – Thurs 9:00 am – 7:30 pm; Friday 9:00 am – 4:30 pm; closed weekends and holidays.

Questions – Contact us at 253.581-1912 -- Town’s Official Website - [townofsteilacoom.org](http://townofsteilacoom.org)