

MEMORANDUM

To: The Honorable Ron Lucas and Members of the Town Council
From: Paul Loveless, Town Administrator
Date: October 25, 2019
Subject: Updates

Administration:

Upcoming Meetings:

Council Meeting – November 5, 2019, at 6:30 PM at Town Hall.
Planning Commission – November 18, 2019 at 6:30 PM at Town Hall.
Civil Service Commission – November 7, 2019 at 2:00 PM at the Community Center.
Preservation and Review Board – November 27, 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 once approved.

Planning Commission to Accept Input on Short-Term Rental Regulations:

The Town of Steilacoom’s regulations on short-term rentals, such as for Bed and Breakfast Inns, were written before the rise of Airbnb, VRBO and other internet-based rental applications. The Planning Commission will begin taking public input on possible new regulations for these types of rentals at their November meeting.

After gathering information from the public, the Commission will make a recommendation to the Town Council on new regulations. You may provide input in person at the Commission meeting, or by submitting comments in writing to Town Planner Doug Fortner at 1030 Roe Street, or by email at doug.fortner@ci.steilacoom.wa.us.

The Commission will meet November 18 in Town Hall, 1717 Lafayette Street, at 6:30 PM.

Community Center Front Desk Volunteer Needed!

Do you like the Community Center? Do you like volunteering? Do you like learning new things? Do you have time from 1 p.m.—5 p.m. on Thursdays? If the answer to all these questions is “Yes!” then *please contact Kristal Gibelyou at 253-581-1076* to discuss the possibility of volunteering at the Community Center’s Front Desk.

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 clearing drains, sweeping roads, and cleaning culverts in response to the adverse weather; inspected development sites for compliance with state and local standards for erosion control; responded to a downed tree on Steilacoom Boulevard; and performed other maintenance activities.

Steilacoom Boulevard Project:

The contractor concentrated n restoration of adjacent properties and applying road markings. We recommend individuals use alternate routes or be prepared for extended delays when driving, biking, or walking through this area.

Electrical:

Crew Emphasis:

The crew disconnected and reconnected utility services for nonpayment; installed a temporary power in the 600 block of Champion Street and in the 600 block of Third Street; performed a final inspection with the electrical subcontractor on Steilacoom Boulevard; and performed other system maintenance.

Water/Sewer:

Crew Emphasis:

The crew inspected a new sewer service in the 900 block of Powell Street; inspected a new water and sewer service in the 2100 block of Rainier Street; performed water utility inspections for the Steilacoom Boulevard project; assisted the mechanic with repairs to the sewer jet truck; continued sewer jetting and water valve maintenance; and performed other water and sewer systems' maintenance.

Parks, Buildings and Grounds:

Crew Emphasis:

The crew cleaned up leaves throughout the parks and other Town facilities; and performed other routine maintenance.

Storm water entered the lower level of Town Hall during the torrential downpours earlier in the week saturating the carpet and some of the drywall. Service Master responded; however, it appears the carpet is beyond salvage. Crews will be removing the carpet next week and continue restoration activities.

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.

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

December 13: David Buerge, Who Was Chief Seattle?

Steilacoom Community Church:

Fall Festival – October 31, 2019 starting at 6 PM. The event will have a carnival theme this year with candy, games, prizes, FREE popcorn, hot apple cider, and hot chocolate!

Steilacoom Historical Museum Association:

Ghost Walk – October 31, 2019: 5 PM – Child Friendly; 7 PM – Adults. \$2 per person or \$5 per family. Reservation required. 253.584.4133

Pumpkin Walk – October 31, 2019: 5:30 PM to 7:00 PM – 1811 Rainier Street.