

MEMORANDUM

To: The Honorable Ron Lucas and Members of the Town Council
From: Paul Loveless, Town Administrator
Date: November 8, 2019
Subject: Updates

Administration:

Upcoming Meetings:

Council Meeting – November 19, 2019, at 6:30 PM at Town Hall.
Planning Commission – November 18, 2019 at 6:30 PM at Town Hall.
Civil Service Commission – January 2, 2020 at 2:00 PM at the Community Center.
Preservation and Review Board – November 27, 2019 at 6:30 PM at Town Hall.

Veterans' Day:

Town offices will be closed Monday, November 11, in honor of Veterans' Day.

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 Volunteers 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 or from 9 AM to 1 PM on Tuesdays? Alternatively, would you be interested in setting up 5 tables on Tuesday mornings between 8 AM and 9 AM? If the answer to any or all these questions is "Yes!" then *please contact Kristal Gibelyou at 253-581-1076* to discuss the possibility of volunteering at the Community Center.

Norberg Estates:

Parker Pacific Inc. was contracted by Creek Stone, LLC, to begin construction of the Norberg Estates residential development between Galloway and Stevens streets. Parker Pacific, LLC, will begin installing erosion control measures and logging the site on Monday, November 18th. Work is scheduled to continue through April of 2020 and will typically be conducted between 7 AM and 5 PM.

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; cleaned and vactored catch basins and swept for leaves; installed the Kiwanis Adopt-A-Street signs on Union Avenue; and performed other maintenance activities.

Steilacoom Boulevard Project:

The contractor continued to work on punch-list items and installation of pavement markings.

Electrical:

Crew Emphasis:

The crew replaced faulty secondary pedestals on 4th Street and on Madrona Point Drive; terminated cable ends on First Street; pulled pump #1 at the Marietta Street lift station; performed final inspections on two lots in the Tasanee development; and performed other system maintenance.

Water/Sewer:

Crew Emphasis:

The crew pulled pump #1 at the Marietta Street lift station; provided final inspection at two lots in the Tasanee development; provided final inspections for two lots in Birch Hill Estates; jetted sewers; 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; continued winterizing sprinkler systems in the parks; and performed other routine maintenance.

The Cedar Creek work crew assisted the Parks crew removing leaves and other debris from the facilities.

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?