

MEMORANDUM

To: The Honorable Ron Lucas and Members of the Town Council
From: Paul Loveless, Town Administrator
Date: November 27, 2019
Subject: Updates

Administration:

Upcoming Meetings:

Council Meeting – December 3, 2019, at 6:30 PM at Town Hall.
Planning Commission – December 9, 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 – January 22, 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.

Community Center Volunteers Needed!

The Town is looking for volunteer assistance at the Community Center in the following areas:

- A. Front desk volunteers for the Thursday afternoon shift, which runs 1 p.m. - 5 p.m. Proficiency with electronics is not required, but someone willing to learn is preferable, as we are now taking payments with an electronic tablet.
- B. Someone to set up five tables on Tuesday mornings between 8 a.m. – 9 a.m.
- C. A Chair Exercise leader on Tuesdays, Wednesdays, and Fridays from 11:15-11:30. Kristal has a list of suggested exercises and resources.

If interested, *please contact Kristal Gibelyou at 253-581-1076* to discuss the possibility of volunteering at the Community Center.

Norberg Estates:

Parker Pacific, LLC, will begin installing erosion control measures and logging Norberg Estates on Monday, December 2, 2019. Work is scheduled to continue through April of 2020 and will typically be conducted between 7 AM and 5 PM.

Helping the Homeless:

The Steilacoom Youth Program in partnership with the Tacoma’s Nativity House is sponsoring a Homeless Need Drive. The homeless in Tacoma can use your help! Please donate at the Steilacoom Community Center or Cherrydale Primary School by Dec. 23, 2019.

Adult Underwear
Socks
Toiletries
Tents
Tarps
Sleeping Bags
Durable Coffee Mugs
Cold Weather Clothes and Coats
(No Food)

Email marianne.manning@ci.steilacoom.wa.us if you need pick up of large items or if you have any additional questions.

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 preparing for and obtaining the Christmas tree; cleared drains; and applied brine to the arterials in response to the adverse weather; and performed other maintenance activities.

Electrical:

Crew Emphasis:

The crew assisted with obtaining the Christmas tree and repairing lights in preparation for decorating the tree and Town facilities; continued infrared testing of transformers, vaults, and wires throughout Town; conducted a planned power outage at Cherrydale School to replace the meter; performed inspections at two sites in the 200 block of Gove Street; installed a temporary power service in the 2800 block of Chmabers Bay Drive; and performed other system maintenance.

Water/Sewer:

Crew Emphasis:

The crew repaired a water service in the 400 block of First Street; inspected a sewer repair in the 2700 block of Natalie Lane; inspected a backflow installation in the 2100 block of Rainier Street; continued valve maintenance; and performed other water and sewer systems' maintenance.

Parks, Buildings and Grounds:


Crew Emphasis:

The crew assisted by the Cedar Creek Work Crew removed all of the items in the lower level of Town Hall on Monday and returned them there on Tuesday. The items were moved to allow for the carpet to be cleaned as part of the remediation necessary due to water intrusion. The crew also repaired a broken drain line which may have contributed to the water problem.

Other:

Friends of the Steilacoom Library Speaker Series:

The Friends of the Steilacoom Library and the Steilacoom Historical Museum along with Humanities

Washington,  are partnering to bring back the historical speaker series. All events are at 3 PM at the Museum.

December 13: David Buerge, Who Was Chief Seattle?

Holiday at Town Hall and Christmas Tree Lighting:

Holiday at Town Hall and the Christmas tree lighting is scheduled for Friday, December 6th at 6:30 PM.

Red Ribbon Bazaar:

The Red Ribbon Bazaar's 22nd annual event is Saturday, December 7, 2019 from 9 A.M to 4 P.M. at Steilacoom High School, 54 Sentinel Drive, Steilacoom, Washington 98388.

redribbonbazaar@hotmail.com.

Holiday Sing and Play Along:

On Sunday, December 8, the annual Holiday Sing and Play Along is scheduled from 6 PM to 8 PM at Town Hall. All are welcome to this festive and fun event. Donations of nonperishable items for the Steilacoom Food Bank will be collected.

Santa Around Town:

Santa along with his band of merry elves and reindeer will be proceeding through Town on Friday the 20th between 5 PM and 7:30 PM with a stop at Saltar's Point School at approximately 7:30 PM. Toys will only be distributed at Saltar's Point School this year.

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