

MEMORANDUM

To: Mayor Muri and Members of the Town Council
From: Paul Loveless, Town Administrator
Date: November 24, 2021
Subject: Updates

Administration:

Upcoming Meetings:

Council Meeting – December 7, 2021, at 6:30 PM.

Zoom Invite: <https://us02web.zoom.us/j/81422847496>

Planning Commission – December 13, 2021, at 6:30 PM.

Zoom Invite: <https://us02web.zoom.us/j/87367708301>

Civil Service Commission – December 2, 2021, at 2:00 PM.

Zoom Invite: <https://us02web.zoom.us/j/89066822512>

Preservation and Review Board – December 15, 2021, at 6:30 PM.

Zoom Invite: <https://us04web.zoom.us/j/4912851723?pwd=UTJESWJRZWs4UXhodUZnK1ZPY0ovZz09>

Meeting ID: 491 285 1723 Passcode: 85rPcZ

Parks, Community Services, and Environment Advisory Board – December 20, 2021, at 6:30 PM.

Zoom Invite: <https://us02web.zoom.us/j/81390909621>

Public Safety Advisory Committee – December 15, 2021, at 6:30 PM.

Zoom Invite: <https://us02web.zoom.us/j/82570861202>

(* Meetings are being conducted via Zoom. Additional information is on the applicable meeting's agenda.

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.

Computer Fraud Alert/Safety Tips:

The possibility of malicious actors sending such messages continues to be a persistent threat that we all face. The following tips may help your accounts and systems remain secure:

- Do not click on links or attachments from senders that you do not recognize.
- If an email message appears to be from a legitimate organization, visit the organization's website in a browser window rather than clicking a link embedded in the message.
- Do not try to open any shared document that you're not expecting to receive, even if the sender appears to be someone you know.
- Do not provide sensitive personal information (like usernames and passwords) over email.
- Watch for email senders that use suspicious or misleading domain names.
- Inspect links and web addresses carefully to make sure they are legitimate.

When in doubt, error on the side of caution and just say no.

Community Services:

Before and After School Care:

Registration is now open for the Town of Steilacoom's Before/After School Program for 2021-2022.

Club AM and PM is offering before and after school care for Kindergarten - 5th Grade school students every day with the exception of national holidays.

- Location: Cherrydale Elementary
- Pre-registration is required and payments can be made online, by phone, or by check.

- Multiple child discounts are available as well as Military and Free/Reduced Lunch qualified students.
- Discounts cannot be combined.
- Part-time and full-time rates now available!

Additional information and registration is available on the Town’s official website at <https://townofsteilacoom.org/156/Youth-Programs>.

Homeless – Cold Weather Assistance Drive:

The homeless population is growing and can use your help! A complete list of items being collected may be found on the Town’s official website but includes personal care/hygiene, clothing, and outdoor gear. Donations may be delivered to the Steilacoom Community Center by December 17. All donations will be given to the Nativity House Day Shelter

Free Adult Sewing Class:

Learn to make a pillowcase with beautiful French seams. Lessons will teach you how to make French seams, quilt, create home décor, make fashionable clothing, and much more. Our instructors have more than 30 years’ experience with a wide variety of sewing projects. Sewing machines and sewing tools are provided. Classes are held every Friday at the Steilacoom Community Center from 9 AM to noon. No experience necessary!

Community Development:

Code Compliance:

The Code Compliance Officer working in conjunction with the Department of Public Safety is focusing on junk vehicles, illegally parked/stored vehicles, boats stored on Town rights-of-way, derelict structures, and inspecting construction sites for erosion control measures. Additionally, this week we followed up on a complaint related to the marina and on a fence built in the Town’s right-of-way.

2022 Town Comprehensive Plan Amendment:

The Town is now accepting applications for amendments to the Town’s Comprehensive Plan for 2022. The Comprehensive Plan provides guidance for land use, economic development, housing, transportation, and utilities.

Approved amendments can result in changes to land use and zoning designations and regulations. Please contact Doug Fortner, Town Planner, at doug.fortner@ci.steilacoom.wa.us or at 253.581.1912 for further information. Applications must be received by December 31, 2021

Public Safety:

Over the past week, 66 Public Safety incidents occurred in town, including the following:

Emergency and patrol incidents

- 4 medical aid responses
- 28 suspicious circumstance/security checks
- 4 responses for persons in crisis/welfare checks
- 17 traffic stops
- 1 motor vehicle collision
- 1 response for parking enforcement
- 1 response for animal-involved incident

Crimes against persons

- 1 incident of domestic violence/disturbance

Crimes against property

- 3 incidents of theft
- 1 motor vehicle theft

Our months of longer nights are upon us, which can create increased opportunities for victimization by theft, such as catalytic converter theft and package theft. Please help Public Safety keep an eye out on our streets and report suspicious activity. Additional information about catalytic converter theft, to include tips to protect against theft, may be found here:

- <https://tinyurl.com/3rb8yzm6>
- <https://tinyurl.com/27v2a6ve>

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.

One of the unique aspects of the Town of Steilacoom is our connection with local wildlife. Unfortunately, sometimes that interface occurs when wildlife is found injured or deceased. Please find the following resources regarding injured or deceased wildlife:

- City of Lakewood Animal Control: <https://tinyurl.com/d7n3hjzn>
- Washington Department of Fish and Wildlife: <https://tinyurl.com/579d8k6d>
Please visit our department website (<https://tinyurl.com/2bz3jzey>) for assistance with:
 - Concealed pistol license applications
 - Online crime reporting
 - Anonymous reporting of suspicious activity
 - Reporting of persistent traffic concerns

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.

Public Works:

Streets and Storm:

Crew Emphasis:

The crew continued stormwater inspections for new developments; maintained storm facilities including drainage ditches and swales; blew and swept streets and generally cleaned up after the adverse weather; assisted with the installation of the Christmas tree and performed other maintenance activities.

Union Avenue Rainier Street Roundabout Project:

Steilacoom Loading Lanes temporarily rerouted to Commercial Street for Roundabout Project, November 29, 2021 – December 3, 2021.

The Steilacoom loading lanes will be temporarily closed between Monday, Nov. 29, and Friday, Dec. 3, as part of the Town of Steilacoom's Roundabout Project. During this time, the loading lanes will be reduced to one lane and rerouted to Commercial Street, accessed via Main Street. Ferry crew members will direct drivers to the terminal when it is time to load. Please continue to follow the regular ferry loading guidelines: Do not leave your vehicle unattended in the lanes, except to purchase tickets, and be in your vehicle with the appropriate tickets at least 20 minutes before boarding. Allow extra time if you must purchase a ticket at the ticket window. Please drive with caution, follow the flaggers' instructions, and obey all temporary signage. Visit the Town of Steilacoom's official webpage for the detour map <https://townofsteilacoom.org/DocumentCenter/View/2876/Detour-Map-for-Nov-29---Dec-3>.

This week, the contractor installed refuge island pedestrian walkways; dyed and stamped concrete in the center island and various splitter islands within the intersection and installed railings and drainage facilities along Martin Street. The northern half of the center island ring will be poured/installed the week November 29th.

Electrical:

Crew Emphasis:

The crew cut and assisted with the installation of the Christmas tree and decorations at Town Hall; repaired several streetlights; coordinated with Pierce County Ferries for installation of conduit in the ferry lanes; and performed other maintenance activities.

Water/Sewer:

Crew Emphasis:

The crew assisted with the installation of the Christmas tree; jetted sewer mains throughout Town; and performed other maintenance activities.

Parks, Buildings and Grounds:

Crew Emphasis:

The crew assisted with the installation of the Christmas tree; assisted with the completion of an Eagle Scott project – bench installation at Webber Court Park; cleaned gutters, drains, roof tops, parks and parking lots of leaves and other storm debris; and performed other maintenance activities.

Sunnyside Beach Seawall Project Status:

After the northern section of the seawall collapsed, Town staff met with our local WDFW representative to discuss options. He reviewed a variety of options with us, including repairing the wall, shifting the wall back to beyond the normal high-water mark, or rehabilitation of the beach (no wall). He also indicated the preferred alternative would be to remove the wall and return the area to natural beach, however this would pretty much do away with the grassy park area, playground equipment, etc. at this location. He warned us at that time that repair of the existing wall, although desirable to the Town, would require additional engineering and permitting.

Since that time, we have completed the engineering for the northern section of wall (replacement), however we also noticed the southern end of the wall was experiencing cracking/failure, so we added engineering for the southern portion as well (replacement). Our consulting engineers have noted the southern portion of the wall is not reinforced with fiberglass sheeting and is even more exposed to the SW (erosion factors); therefore, they are recommending we seek the advice of a coastal erosion engineer to provide expertise on how best to reinforce the section without sheeting. The subconsultant scope of work for the southern section will be considered at the December 7th Town Council meeting.

The JARPA permit application is basically ready to go once we confirm the engineering for the southern section and finalize the plans consistent with the coastal engineer's recommendations.

As we only want to visit this rebuilding project one time, we want to ensure the work will hold up to the fall storms/storm surge that has caused these problems.

We expect the permitting phase to take 4-6 months, as it includes review by DOE, DNR, WDFW, and potentially the US ARMY Corps of Engineers.

Even if we had the permits in hand, we would not be allowed to conduct repair activities at this site at this time. Sunnyside Beach has been identified as a potential surf smelt/sea lance breeding habitat (thus the extra permitting scrutiny). As such, construction activity such as this is severely limited, essentially to the time period of June 15-September 30 of each year. Therefore, our current plan is to finish the engineering, submit the permit applications by 12/31, go through the review and Q&A process, hopefully receive

permits in the spring, and bid the project for completion within the next “fish window” occurring in June-September of 2022.

Other:

Steilacoom Historical School District Board Passes Education and Operations Levy Resolution:

The Steilacoom Historical School District Board of Directors passed a resolution to place its replacement education and operations levy before voters on February 8, 2022. After receiving feedback from the community over the past several years about the importance of education funding combined with low tax rates, the district has created a plan that would increase the funding for the education and operation levy at the same time as it decreases the tax rate for bond payments.

If approved by voters, this would allow the district to decrease class sizes in its elementary schools and hire additional counselors to meet the needs of students. The district would also continue to use levy resources to support technology, sports and activities, school nurses, existing school counselors, and other school-based staff not funded by the state.

“We are committed to providing the best education for every student. We appreciate that our community shares that vision and understands the importance of enriching our students’ experience,” said SHSD Board Chair Dr. Jennifer McDonald. “Supporting this local levy will allow us to continue to create opportunities for our students to thrive.”

School Board Vice-Chair Sam Scott added, “Our focus is making decisions and providing resources in the best interests of our students, providing opportunities for the best possible, rigorous, and well-rounded education. The support our communities give us through our local levy enables us to continue making those opportunities available.”

Information about the replacement levy, including the proposed ballot measure and facts about what the funding will be used for can be found on the district’s website at www.steilacoom.k12.wa.us.

Steilacoom Historical School District No. 1 serves the communities of Steilacoom, DuPont, Anderson Island, Ketron Island, and portions of Lakewood and unincorporated Pierce County.

Amtrak Cascades Service Resumes:

After intensive system testing, crew qualifications, and safety certification in partnership with Sound Transit and the Washington State Department of Transportation, Amtrak Cascades service will resume on the Point Defiance Bypass on November 18. The inland bypass parallels I-5 between the Tacoma Dome Station, Lakewood, JBLM, DuPont and Nisqually.

The first Amtrak Cascades train using the Bypass will leave Seattle at 7:22 a.m., arriving in Tacoma at 8:08 a.m. The first northbound train from Oregon will leave Eugene at 5:30 am and Portland at 8:20 a.m., arriving in Tacoma at 10:54 a.m. A total of eight trains – including Amtrak Cascades and *Coast Starlight* – will use the Bypass daily, with additional trains added in the months ahead as COVID restrictions ease. Operations in Tacoma will move to the new Tacoma Dome Station, near the Sounder and light rail stations on East 25th Street. Train tickets are available at AmtrakCascades.com, Amtrak.com, and in the [Amtrak mobile app](#).

To prepare for a safe and comfortable trip, Amtrak conducted crew qualifications in preparation for the resumption of service on the Point Defiance Bypass route. The training was conducted in coordination with Sound Transit.

“Amtrak is continuously improving safety for the benefit of our customers, employees, and the communities we serve” said Stephen Gardner, President of Amtrak. “We are ready to safely resume service on the Bypass consistent with the steps required by our host railroad, Sound Transit, the Federal Railroad Administration and our own Safety Management System.”

As the host railroad, Sound Transit required Amtrak to verify compliance with an array of safety requirements before resuming passenger rail service on the Point Defiance Bypass.

WSDOT and Amtrak remain committed to returning to the bypass and fulfilling federal grant requirements for increased reliability, less travel time, and the opportunity to add more trips between Seattle and Portland. Over the last four years, all involved agencies have worked collaboratively on the following:

- **Activated positive train control (PTC):** All passenger rail corridors in Washington, including the Point Defiance Bypass, have train control technology that will automatically slow or stop trains that are operating above permitted speeds.
- **Developed and implemented an Amtrak Safety Management System:** The Amtrak SMS Includes policies and processes to proactively identify and mitigate risks, enhanced reporting standards, expanded crew training, and redesigned safety training courses to create an improved safety culture and drive safety performance.
- **Implemented step-down speed restrictions:** Working with Sound Transit, progressive speed reductions were implemented to ensure trains operate at required speeds across the route.
- **Upgraded simulator programs:** High-fidelity simulators with route specific details and conditions were utilized to greatly increase training opportunities on the route.
- **Conducted extensive public outreach on railroad safety:** Our partners and Amtrak conducted outreach in communities surrounding the Point Defiance Bypass, including DuPont, Lakewood, Tacoma, and Joint Base Lewis-McChord, prior to the return of service. Amtrak, Sound Transit and WSDOT have implemented or are continuing to pursue all safety recommendations set forth by the NTSB.

Steilacoom Historical Museum Holiday Store Opening:

The Steilacoom Museum Holiday Store will be open for shopping from November 13 through December 11 on weekends at 1801 Rainier Street, in Steilacoom. Hours are Saturdays 10-4 and Sundays 12-4. Stop by to find unique and exciting gifts and to support the Museum. Among the offerings are Advent Calendars, Steilacoom ferry ornaments, the Steilacoom Calendars and notecards, toys, books of regional interest, great stocking stuffers and special decorative holiday items will be featured. For many items, members will receive their 10% discount. Unique bird houses by George Rybolt will also be available.

On November 13, from 1-4 p.m., Susanne Bacon, local author and SHMA member, will have a book signing at the store. Her most recent books, *Greener Grass*, a new Wycliff novel, plus *Island in the Storm*, *Home From Home* and *Suddenly Snow*, an advent calendar story in 24 chapters, will be available.

2022 Steilacoom Calendar Available:

The new edition of the annual Steilacoom Calendar features photos of the Steilacoom area submitted by members of the community. They capture the landmarks and sights that are familiar to all of us who travel through Steilacoom but often at a particular moment in time when the lighting or details are particularly noteworthy and perspective is altered. They make great gifts for mailing to friends and family not lucky enough to live in this area. The proceeds benefit the Steilacoom Historical Museum Association. This year's cover is by Donna Herting. Forty-two other photographers contribute to the calendar as well. Several Steilacoom businesses are appreciated sponsors of the calendar. They are: SeaSpa, Custom Hardware Floors Inc., Norse & Sea, Blu Room Creative, Topside Bar & Grill, The Bair Bistro, Coffee Cabin, Quality Dentistry, Steilacoom Pub & Grill, Daniel Gibbon of Edward Jones, Delish Bakery, Brenda Kelley of ReMax.

Calendars are available weekends from 10-4 on Saturdays and 12-4 on Sundays at the Steilacoom Museum Holiday Store at 1801 Rainier Street until December 11. They can also currently be purchased at Topside's Coffee Cabin, and online at www.steilacoomhistorical.org Prices are \$12 each or 5 for \$50. Online purchases

offer free delivery in the local area, or mailing can be arranged. Online customers will be contacted for method of pick up or delivery.

A new photo contest for the 2023 Calendar will begin in January. Watch for more details to be available then. Call the Steilacoom Museum at 253-584-4133 with any questions.

Hand Sanitizer Gel:

Hand sanitizer gel in 1-gallon containers is available at the Community Center or the Public Works facility free to Town of Steilacoom residents. Limit one per family per week

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



**Steilacoom Kiwanis Foundation
Invites you to a Zoom Virtual**

Wine Hour

Friday, December 10th, 2021

6:30pm

Tickets \$50

Optional purchase of a charcuterie board \$25

From the comfort of your home, taste award-winning wines, learn the history, stories, and winemaking philosophies behind them.

Our featured Winery is



AIRFIELD

**The evening will also include a virtual
Live Auction & Dessert Dash**

**Wine bag pick up or delivery will be based on your address
and will take place on December 9th**