

## MEMORANDUM

**To: Mayor Muri and Members of the Town Council**  
**From: Paul Loveless, Town Administrator**  
**Date: June 10, 2022**  
**Subject: Updates**

### Administration:

#### ***Upcoming Meetings:***

Council Meeting – July 5, 2022, at 6:00 PM.

Zoom Invite: <https://us02web.zoom.us/j/83423365695>

Planning Commission – July 11, 2022, at 6:00 PM.

Zoom Invite: <https://us02web.zoom.us/j/89878669269>

Civil Service Commission – July 7, 2022, at 2:00 PM.

Zoom Invite: <https://us02web.zoom.us/j/81745799008>

Preservation and Review Board – June 22, 2022, at 6:00 PM.

Zoom Invite: <https://us02web.zoom.us/j/82514541455>

Parks, Community Services, and Environment Advisory Committee – June 27, 2022, at 6:30 PM. Zoom Invite: <https://us02web.zoom.us/j/81091518976>

Public Safety Advisory Committee – June 15, 2022, at 6:00 PM.

Zoom Invite: <https://us02web.zoom.us/j/87420723176>

#### ***Town Positions Available:***

The Town is currently recruiting for Public Works Seasonal Maintenance Worker positions. See the Town's official website at [townofsteilacoom.org](http://townofsteilacoom.org) for details.

#### ***Farmers' Market:***

The Town of Steilacoom's 2022 Farmers' Market commences Wednesday, June 15<sup>th</sup> and will continue every Wednesday through August 24, 2022. The Market runs from 3 PM to 7 PM along Lafayette Street between Pacific Street and Main Street and Wilkes Street between Lafayette Street and Commercial Street. Those streets will be closed from noon through 8 PM.

#### ***Fireworks:***

**Possession and/or use** of fireworks is illegal within the Town limits subject to fines up to \$250 and \$500.

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

#### ***Beat the Heat This Coming Summer Season:***

The Town of Steilacoom's energy conservation program offers three ways to keep your cool. More information is available on the Town's official website at <https://townofsteilacoom.org/164/Electric-Utility>.

#### ***Sunnyside Beach Community Clean-up:***

Join us Tuesday, July 5<sup>th</sup>, from 10-11:30 A.M.

Steilacoom Public Works will provide grabbers and bags, but it is suggested to bring gardening/work gloves if you have them. Please feel free to reach out to Liz Grasher with any questions at [elizabeth.grasher@ci.steilacoom.wa.us](mailto:elizabeth.grasher@ci.steilacoom.wa.us). Sunnyside Beach Park address: 2509 Chambers Creek Road. See you then!

## Community Development:

### Code Compliance:

The Building Inspector/Code Compliance Officer focused on inspecting construction sites for erosion control measures, follow-up on code compliance issues, and reviewing building permit applications.

## Community Services:

### Steilacoom Summer Camp (K-12):

- Steilacoom Summer Camps are designed to entertain campers who enjoy indoor and outdoor games, crafts, learning about nature and themselves. Summer camp is located at Cherrydale Primary School and includes a field trip once a week to a local park or hike.
- Camp shirts are a mandatory. T-shirts orders must be made and shirts will be sent to camper's addresses. Order yours here: <https://www.customink.com/g/mxu0-00cj-90qn>
- Location: Cherrydale Elementary
- Pre-registration is required and payments can be made online, by phone, or by check/cash at the Community Center.
- All camps are at least 50% off due to the SEEK Grant
- If you have extenuating circumstances besides Free/Reduced Lunch that you believe qualify you for up to an additional 40% discount (for a total of 90% off), please send an email to [marianne.manning@ci.steilacoom.wa.us](mailto:marianne.manning@ci.steilacoom.wa.us) explaining why you are applying for the 90% discount. All cases will be evaluated individually.

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

### Explorers Summer Pre-Camp:

- The perfect first camp experience for ages 3 ½ -6.
- Be Prepared to ... have FUN! Campers will spend a lot of time outdoors, allowing them to connect with nature, use their imaginations and get lots of exercise.
- Location: Steilacoom Community Center
- Pre-registration is required and payments can be made online, by phone, or by check/cash at the Community Center.
- Schedule: Pre-camp meets weekly, Tues – Thurs  
June 28-30  
July 5-7, 12-14, 19-21, 26-28  
August 2-4, 9-10
- AM camp: 8:30 – 12:30 \$ 97 per week
- PM camp: 1:00 – 4:00 \$73 per week
- All require camps a \$25 deposit per week.
- **\*\*All campers need to be able to use the bathroom without any assistance. \*\***

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

### Kindergarten Ready:

- Kindergarten is a big step, even for children who have already spent time in preschool. Being ready for kindergarten can make all the difference in your child's kindergarten experience. Kindergarten Ready is a week-long class that will prepare your child for the full day kindergarten schedule. Class activities will develop and build on the skills necessary for classroom success.
- Location: Steilacoom Community Center  
Pre-registration is required and payments can be made online, by phone, or by check/cash at the Community Center.
- Schedule: Monday - Friday, August 15 - 19
- 9:00 a.m. – 3:00 p.m.
- Tuition: \$250; a \$25 deposit is required to hold a spot.

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

**Public Safety:**

Over the past week, 130 Public Safety incidents occurred in town, including the following:

Emergency and patrol incidents

- 6 medical aid responses
- 29 suspicious circumstance/security checks
- 3 responses for persons in crisis/welfare checks
- 58 traffic stops
- 1 response for residential/commercial alarms
- 1 response for juvenile-related incidents
- 2 responses for nuisance-related incidents (excessive noise/parties/etc.)
- 2 responses for parking enforcement

Crimes against persons

- 3 incidents of domestic violence/disturbance or protection order violations
- 3 incidents of threats/harassment

Crimes against property

- 2 incidents of vehicle prowling

**Significant information:**

Earlier this week, officers responded to Steilacoom High School for a report of threats. Investigation determined the threat was not credible. The student believed to have been responsible has been identified and school administration is providing further response to the incident. In response to this incident, as well as heightened concern throughout the educational and public safety communities, public safety has provided increased presence throughout our schools in Town.

With summer here, please find the following information regarding recreational fires within the Town of Steilacoom:

- For concerns regarding the safety of a fire, please call 911.
- For concerns about air quality related to a recreational fire, please call the Puget Sound Clean Air Agency at (800) 552-3565, or visit <https://pscleanair.gov/>
- For additional information, visit West Pierce Fire and Rescue at: <https://tinyurl.com/2md3h2j7>

During the coming months, in response to concerns expressed by our residents, expect to see increased presence of your public safety officers on our roadways helping to reacquaint some of our drivers with our posted speed limits. Please slow down.

Public Safety is again partnering with Pierce County Ferries for emphasis patrols within the waiting lanes this summer. Based upon additional commitment by the Pierce County Council, we are expecting to nearly double our presence in the ferry lanes, compared to past years.

**Announcements:**

On June 14, at 11:00 AM, a test of Steilacoom Alert will be launched to those who have subscribed by that time.

Steilacoom Alert (CodeRED) is a new emergency notification system for the Town of Steilacoom. At no cost, persons may opt-in to receive emergency and general notifications, to include:

- Missing persons/children
- Evacuation notices
- Natural disasters
- Boil water advisories
- Inclement weather warnings
- Criminal activities
- Road closures/traffic alerts
- Shelter in place/lockdowns

The Town of Steilacoom will be joining a nationwide network of emergency notifications which can be accessed from the no-cost cell phone app (CodeRED Mobile Alert). Persons may also opt-in to receive notifications from many of our surrounding towns and cities, to include:

- Tacoma
- Lakewood
- Puyallup
- University Place
- Bonney Lake
- Sumner
- Orting
- Buckley
- Carbonado
- Wilkeson

Ways to opt-in:

- Visit <https://tinyurl.com/3zumsxsv>
- Text "SteilacoomAlert" to 99411
- Call (866) 939-0911

Questions about the program?

- More information can be found on our department website: <https://tinyurl.com/2yr6tbv6>
- Email Public Safety at: [CodeRED@ci.steilacoom.wa.us](mailto:CodeRED@ci.steilacoom.wa.us)

### **Reminders:**

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.

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.

Please visit our department website (<https://tinyurl.com/2bz3jzey>) for resources and assistance with:

- Online crime reporting
- Anonymous reporting of suspicious activity
- Reporting of persistent traffic concerns
- Unwanted prescription medication
- Concealed pistol licenses
- Mental health support for youth

- When to call 9-1-1
- Department of Licensing disability and medical designation
- South Sound 911 Emergency Health Profile (A cell phone is required to use this service)
- Injured or deceased wildlife

### **Public Works:**

#### ***Building Energy Efficiency/Replacement Project:***

This week, Air Systems installed the HVAC unit covering the Community Center storage area. They are scheduled to install the unit above the women's restroom the week of June 20<sup>th</sup>. The lighting contractor will commence work once the components arrive which appears to be mid-July at this time.

#### ***Urban Forestry Management Request:***

The Town received a request to remove two large fir trees located in the Stevens Street right-of-way adjacent to 2402 C Street for the purpose of removing a potential hazard to adjacent home(s). Removal costs would be paid by the applicant, Huberto Makinano, 2402 C Street, Steilacoom, Washington, 98388. If approved, work would commence no sooner than 10 days after the announcement posting on the property. The property posting date was June 3, 2022. If an appeal is not received within 10 days of the June 3, 2022, posting, the work will be scheduled to proceed. In accordance with SMC 16.18.160(G), written appeals may be filed with the Town Administrator along with payment of a \$50 nonrefundable administrative fee. Additional information may be obtained by reviewing the property posting or contacting Mark Burlingame, Public Works Director, at 253.581.1912.

Additionally, the owner of the property will be removing three additional trees under separate contract from his own property. The three additional trees on private property are not covered by the Town's Urban Forestry Management provisions.

#### ***Streets and Storm:***

##### **Crew Emphasis:**

The crew focused on herbicide application along Chambers Creek Road, Steilacoom Boulevard, and Rigney Road targeting shiny geranium, poison hemlock, and tansy ragwort; responded to Pierce County concerning noxious weed control; trimmed along walking trails; maintained the retention pond near the Public Safety facility; continued the annual traffic count program; and performed other maintenance activities.

##### **Annual Town Roadside Herbicide Applications:**

The Town's annual application of herbicides to combat weeds along road shoulders has started and will continue through August. Targeted noxious weeds and brush control applications will occur through the end of November as needed. Only federal and state-approved herbicides are used.

The Town uses Cheetah Pro and Scythe along rights-of-way adjacent to roads and Mirimichi and Scythe on sidewalks. (The Town previously discontinued the use of Round-up.) Both are applied only by certified pesticide applicators using manufacturer's recommendations and under the guidance and inspection of the USDA. The applicable Safety Data Sheets are available on the Town's official website.

#### ***Electrical:***

##### **Crew Emphasis:**

The crew removed an old street light pole and replaced it with a new one on Washington Street; hung the Farmers' Market banners; installed conduit at 7<sup>th</sup> and Lafayette Street; maintained transformers; and performed other maintenance activities.

***Water/Sewer:*****Crew Emphasis:**

The crew performed right-of-way vegetation maintenance and mowing along with maintenance at the wells, tanks, and lift stations; inspected a water service in the 60 block of Queets Street; performed inspections at the School District's maintenance facility; continued work on the water use efficiency report; assisted the Electric crew; and performed other maintenance activities.

***Parks, Buildings and Grounds:*****Crew Emphasis:**

The crew mowed, trimmed, and maintained various parks and facilities as the weather allowed; hung the flower baskets; and performed other maintenance activities.

**Other:*****The Man Market***

The Topside Bar and Grill is excited to host The Man Market on June 11th from 10-3. There will be a variety of vendors for guests to pick up a Father's Day gift, or something for themselves! This Market will feature all things manly, however, there will be something for everyone. The Market is held in the Topside Bar and Grill's parking garage. Each vendor will be bringing their handmade products. The Market is open to all, and the Steilacoom community is invited to come and check out the Market and support these small businesses. Please watch the Topside Bar and Grill's Facebook page at Topside Bar & Grill and Instagram at Instagram @topsidebarandgrill for sneak peeks of which vendors will be joining us.

***Kayak Rentals:***

KayakShare.com is a new self-serve kayak rental available at Sunnyside Beach Park in Steilacoom in cooperation with the Town. You may reserve in advance or rent on the spot (when available) during daylight hours year-round by going to KayakShare.com. See KayakShare.com for details, make sure to wear a lifejacket, and have fun!

***4<sup>th</sup> of July Fireworks Display:***

Come experience the fun in the Town of Steilacoom as we join with Americans across the nation in celebrating Independence Day as only our Town can. Lafayette Street becomes the center of our annual family-oriented, old-fashioned, hometown Independence Day Parade, Street Fair, Ice Cream Social, Beer Garden, and Dance.

The highlight will again be the professional fireworks display from a barge on the waterfront. For more than twenty years, Steilacoom has hosted one of the best Fourth of July celebrations and fireworks shows in the Puget Sound area.

Our fireworks are financed entirely by voluntary contributions from private citizens and businesses. Every dollar collected is put directly into the display. The expense to put on a fireworks display of this magnitude is in excess of \$40,000.

If you wish, you can contribute conveniently and securely online at the Town's official website <https://townofsteilacoom.org/286/Fireworks-Committee> using PayPal or you may mail your donation to:

Steilacoom Citizens' Fireworks Committee  
P.O. Box 88207  
Steilacoom, WA 98388

A contribution in any amount will be helpful. Donors of \$100 or more are recognized by the Mayor in the "Around Town" newsletter. You can also become a corporate sponsor by donating \$500 or more.

Each year this event is planned, organized, coordinated, and set in motion by an all-volunteer group of people from our community. Your financial support of this worthwhile celebration will be greatly appreciated. We look forward to your support.

Please visit or thank the corporate sponsors for this year's Steilacoom Fireworks Display

2022	Level	Website
LeMay/Pierce County Refuse	Gold	<a href="https://www.lemaypiercescountyrefuse.com/">https://www.lemaypiercescountyrefuse.com/</a>
Garrett Custom Homes	Gold	<a href="http://www.GarretteCustomHomes.com">www.GarretteCustomHomes.com</a>
RE/MAX Exclusive Steilacoom	Bronze	<a href="http://www.steilacoomremax.com">http://www.steilacoomremax.com</a>
Quality Dentistry	Bronze	<a href="https://www.qualitydentistrywa.com/">https://www.qualitydentistrywa.com/</a>
HomeStreet Bank	Friend	<a href="https://www.homestreet.com/">https://www.homestreet.com/</a>
Nyren Chiropractic	Friend	<a href="https://nyren-chiropractic-center-llc.business.site/">https://nyren-chiropractic-center-llc.business.site/</a>
Lakewood Rotary Club	Friend	<a href="https://lakewoodrotary.com/">https://lakewoodrotary.com/</a>
Sound Tax & Accounting	Friend	<a href="http://www.soundtax.com/">www.soundtax.com/</a>
French & Associates	Friend	<a href="mailto:French@FrenchAsoc.com">French@FrenchAsoc.com</a>
Harriet E. Heyda & Associates	Friend	<a href="http://www.ameripriseadvisors.com/harriet.e.heyda">www.ameripriseadvisors.com/harriet.e.heyda</a>

***Enroll Now for Kindergarten in the 2022-23 school year!***

Full-day Kindergarten is free -- and it's an important part of your child's success! You can enroll electronically on the Steilacoom Historical School District website, <https://www.steilacoom.k12.wa.us/Page/4179>.

We are already planning for staffing and curriculum needs for the fall. **Enroll now and receive a Kindergarten Welcome Box!** You will also receive important district communications over the summer, including food service and transportation information. Please contact our Enrollment Department at [enrollment@steilacoom.k12.wa.us](mailto:enrollment@steilacoom.k12.wa.us) or (253) 983-2228 for assistance.

***We Love Steilacoom Association – Steilacoom Food Bank:***

The We Love Steilacoom Association operates a food pantry/bank located at the Steilacoom Community Church, 1603 Rainier Street, Steilacoom, Washington, 98388. You do not need to be a member of the Church to obtain assistance through the Food Pantry.

The Food Pantry has weekly distributions on Saturdays from 9:30 AM to 11:30 AM. Preregistration is not required. For an emergency food need or if you would like additional information, contact Paul Loveless at 253.581.1912.

***Little Free Pantry:***

The Town of Steilacoom in partnership with the We Love Steilacoom Association and the Lakewood Rotary are sponsoring a Little Free Pantry at the Community Center. Stop by and drop a nonperishable food item off or if in need, pick something up.

## ***New Steilacoom Community Garden Needs to Grow Partners, Volunteers:***



Here's your chance to sew the first seeds of success in the new Steilacoom Community Garden! Our goal is to provide a fun place to learn about gardening, grow food for our families, and share our harvest with our neighbors.

While we get organized and search for a site to call home somewhere here in Town, the Dupont Community Garden is hosting us by providing two large (24x 4 feet) raised-bed garden plots to feed our own families and to share half of what we grow with our food-challenged neighbors through the "We Love Steilacoom" Food Bank.

Creating a new community garden is literally a hands-on, "from the ground up" effort. Our ability to set down permanent roots and grow from a seedling of an idea into a real community garden depends on you! If you are a school, church, service organization, business, sponsor, or nonprofit seeking to expand your community service footprint, a community garden is a perfect partner.

If you would like to volunteer to help create our first community garden - or simply to sign up for free garden space within one of the Steilacoom Community Garden plots at the Dupont Community Garden - please email us at [steilacoomgarden@gmail.com](mailto:steilacoomgarden@gmail.com) or call Carol Saynisch @1-253-988-8790.

### ***Mail Theft:***

Mail theft is a federal crime that can lead to significant prison time and hefty fines. One would think it would be enough to discourage criminals from the act... However, since we know that is just not the case, the United States Postal Inspection Service has suggested ways you can help deter mail theft and protect yourself at the same time:

- Pick up your mail often.
- Drop off your outgoing mail closer to pick up time.
- Inquire with your local post office about overdue mail.
- DON'T SEND CASH IN THE MAIL.
- Have someone collect your mail if you're away or can't get to it right away; or
- Put a HOLD on your mail service.
- File a change of address if you move.
- Report any vandalism of mailboxes to your local police department or the U.S. Postal Service

Questions – Contact Paul Loveless at 253.581.1912 or [paul.loveless@ci.steilacoom.wa.us](mailto:paul.loveless@ci.steilacoom.wa.us)