

Planning MEMORANDUM

To: Mayor Muri and Members of the Town Council
From: Paul Loveless, Town Administrator
Date: December 30, 2022
Subject: Updates

Administration:

Upcoming Meetings:

- Council Meeting – January 3, 2023, 6:00 PM. (Hybrid) at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388. Zoom invite: <https://us02web.zoom.us/j/84754028908>
- Planning Commission – January 9, 2023, 6:00 PM. at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388.
- Civil Service Commission – January 5, 2023, at 2:00 PM. at the Steilacoom Public Safety Facility, 601 Main Street, Steilacoom, Washington 98388.
- Preservation and Review Board – January 25, 2023, at 6:00 PM. at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388.
- Parks, Community Services, and Environment Advisory Committee – January 23, 2023, 6:30 PM. at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388.
- Public Safety Advisory Committee – January 18, 2023, at 6:00 PM. at the Public Safety Facility, 601 Main Street, Steilacoom, Washington 98388.

Town Buildings' Closures:

Town buildings will be closed on the following upcoming days:

- Monday, January 2nd, in celebration of New Year's Day.
- Monday, January 16th, in celebration of MLK, Jr. Day.

Winter Warning:

As we prepare for more storm conditions, we encourage our residents to do the same:

- Make sure to have emergency supplies on hand at home and in your vehicle, such as extra batteries, flashlights and food.
- Have a battery-powered radio ready to go.
- Charge cell phones, laptops and other devices in case the power goes out.
- Avoid opening and closing refrigerators and freezers more often than necessary. A closed refrigerator will stay cold for up to 12 hours.
- Turn off lights and unplug all appliances and sensitive electronic equipment, such as computers, to prevent an overload on your circuits when electric service is restored. Leave one light on to let you know when service returns.
- Never touch or go within 35 feet of downed power lines because they might be energized.

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

Community Development:

Building Inspection and Code Compliance:

The Building Inspector/Code Compliance Officer focused on reviewing building permit applications and inspecting construction activity along with familiarizing himself with the Town and Town procedures.

Comprehensive Plan Update

An informational survey has been posted to the Town's official website at:

<https://townofsteilacoom.org/DocumentCenter/View/3198/First-Survey-2024-Comprehensive-Plan-Update>
Help us know your priorities by taking our kick-off survey by January 31, 2023. This is the first of many steps in a two-year process to update the Town's Comprehensive Plan and there will be more opportunities for providing feedback and engaging with this process. Follow the link to the survey. When you are done, you can email it to comprehensiveplan@ci.steilacoom.wa.us or print it out and drop it off at the Public Works Building, 1030 Roe Street. Thank you!

Community Services:

Junior Explorers:

Come explore with us! This class will prepare children, 4 - 6 years old, for school success. We'll sing, dance and explore new things while learning letters, numbers, making new friends and so much more!

- Junior Explorers must be at least age 4 by Aug 31, 2022
- Hours: Monday - Thursday, 9:00 a.m. - 1:00 p.m.
- Location: Steilacoom Community Center
- Cost: \$385/month
- For questions, email Ms. Melody at melody.davis@ci.steilacoom.wa.us.

Little Explorers:

Little Explorers was created for 3- and 4-year-olds to have a first time preschool experience. Children will be introduced to a classroom environment, but still with lots of playtime that includes outside. They will learn how to share, cooperate and communicate while making new friends. We'll sing, dance, create and explore new things while being introduced to letters, numbers and so much more!

It's possible that your child makes a long time, even lifetime, friend. But many parents also find that they also develop friendship and support that lasts well beyond the preschool years.

- Little Explorers must be at least age 3 by Aug 31, 2022
- Hours: Tuesday, Thursday; 1:30 p.m. - 4:00 p.m.
- Location: Steilacoom Community Center
- Cost: \$165/month
- For questions, email Ms. Melody at melody.davis@ci.steilacoom.wa.us.

We are currently utilizing a "wait list" for Junior Explorers and Little Explorers.

Public Safety:

Over the past week, 138 Public Safety incidents occurred in town, including the following:

Emergency and patrol incidents

- 12 medical aid responses.
- 93 suspicious circumstance/security checks.
- 2 responses for persons in crisis/welfare checks.
- 15 traffic stops.
- 3 responses for residential/commercial alarms.
- 1 response for animal-related incidents.
- 1 death investigation, no suspicious circumstances observed.
- 1 motor vehicle collision.
- 1 response for drug-related incidents.
- 1 response for nuisance-related incidents (excessive noise/parties/unruly juveniles/etc.).

Crimes against persons

- No significant incidents to report.

Crimes against property

- 1 incident of fraud/identity theft.
- 1 incident of motor vehicle theft.

Significant information:

Freezing temperatures are here. Steilacoom Public Works continue to demonstrate superior commitment to the safety of our roadways, which is crucial to ongoing emergency response operations. Many thanks to the efforts of our partners in Public Works.

Public Safety's Holiday High Visibility continues! While Santa brings presents, Public Safety will bring presence. Expect to see our officers keeping an extra eye out on our streets and in our neighborhoods. Please report in-progress suspicious circumstances to 9-1-1.

Announcements:

In partnership with the West Pierce Emergency Management Coalition, Public Safety is enhancing our Community Emergency Response Team capabilities. Interested persons should contact cert@westpierce.org for more information.

Public Safety is hiring! Please visit our town website for information about how to apply to become our next public safety officer: <https://tinyurl.com/56bfbvf3>

SteilacoomAlert is an emergency notification system for the Town of Steilacoom. At no cost, persons may opt-in to receive emergency and general notifications. Please visit our town website for more information.

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:

Streets and Storm:

Crew Emphasis:

The crew responded to weather conditions clearing storm drains and drainage ways: swept streets; responded to a call-out for a tree over the roadway at Martin Street and Union Avenue; restocked 3,000

gallons of brine; repaired signs throughout damaged by either the storm or individuals in vehicles hitting them; and performed other maintenance activities.

Rigney Road Nonmotorized Improvements Project:

Miles Resources and the Town of Steilacoom continued work on the Rigney Road Non-Motorized Improvements Project. Due to weather and the holidays, the contractor took this week off.

The overall project includes excavation, pavement removal, grading, cement concrete curb and gutter, sidewalks, storm system improvements, electrical conduit, asphalt paving, landscape restoration, and striping from Steilacoom Boulevard to Lexington Street and is anticipated to continue into February, 2023.

Delays are to be expected in the work zones throughout the project so please plan accordingly. Please use alternate routes whenever possible while driving, biking, or walking.

Further information may be found on the Town's official website at townofsteilacoom.org.

Electrical:

Crew Emphasis:

The crew met with a contractor about obtaining temporary power for a project in the 1600 block of Beech Street; assisted the Water/Sewer crew with lift station reads; conducted an in-field inventory of 3-phase transformers; and performed other maintenance activities.

Water/Sewer:

Crew Emphasis:

The crew assisted the Streets' crew removing the tree at Union Avenue and Martin Street; performed generator maintenance at wells, lift stations, and buildings; inspected sewer repairs in the 10700 block of 115th Avenue Southwest and the 2300 block of Beech Street; performed end of year readings at the interties with Lakewood Water District; and performed other maintenance activities.

Parks, Buildings and Grounds:

Crew Emphasis:

The crew cleared sidewalks, walkways, and other areas in response to the inclement weather; painted sign posts in preparation for additional park signage; and performed other maintenance activities.

Other:

LeMay – Pierce County Refuse Information:

If you are looking for information regarding garbage, recycling, yard waste, or other services from LeMay Pierce County, use the following link <https://www.lemaypiercecounyrefuse.com/>. Once on this site, enter your address and view the calendar to show pickup days and other important information.

ATM Services:

ATM services are available at the Public Works Facility, 1030 Roe Street, Steilacoom, WA during normal business hours – 8 AM to Noon Monday through Friday.

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.

Steilacoom Community Church Compassion Closet:

Shop at the Steilacoom Community Church Compassion Closet.

Saturdays 9:30 AM - 11:30 AM. All clothing is clean and in good shape. Some items are brand new. All sizes. All items are free of charge.

Questions – Contact Paul Loveless at 253.581.1912 or paul.loveless@ci.steilacoom.wa.us