

Planning MEMORANDUM

To: Mayor Muri and Members of the Town Council
From: Paul Loveless, Town Administrator
Date: March 3, 2023
Subject: Updates

Administration:

Upcoming Meetings:

Council Meeting – March 7, 2023, 6:00 PM. (Hybrid) at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388. Zoom invite: <https://us02web.zoom.us/j/85807896609>
Planning Commission – March 13, 2023, 6:00 PM. at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388.
Civil Service Commission – April 6, 2023, at 2:00 PM. at the Steilacoom Public Safety Facility, 601 Main Street, Steilacoom, Washington 98388.
Preservation and Review Board – March 22, 2023, at 6:00 PM. at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388.
Parks, Community Services, and Environment Advisory Committee – March 17, 2023, 6:30 PM. at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388.
Public Safety Advisory Committee – March 15, 2023, at 6:00 PM. at the Public Safety Facility, 601 Main Street, Steilacoom, Washington 98388.

Spring Curbside Clean-up – April 20th:

One day FREE event - regular garbage/yard waste day. Watch for additional information in the Around Town, on the website, and in the weekly updates in coming months.

Confidential Document Shredding Event – May 13th:

Confidential document shredding event May 13 from 9 AM to noon or until the truck is full at the Public Works facility. Watch for additional information in the Around Town, on the website, and in the weekly updates in coming months.

Kiwanis 5K Run/Walk:

Usher in spring with a healthy and fun Steilacoom event while making an impact on the lives of others at risk of hunger!

Sunday, 23 April 2023: Steilacoom Kiwanis 5K Run/Walk and 1 Mile Historic Stroll to support the **We Love Steilacoom Food Pantry**. Suggested minimum donation of \$10/person or \$20/family. Choose your start time between **0900 and 1100**. Courses close at **1200**.

The 5K non-timed, non-competitive event includes scenic views and trails. Local historians and Steilacoom Tribal members will be posted at historic sites along the 1 Mile route, eager to share Steilacoom's fascinating past.

Register online at <http://www.kiwanisclubofsteilacoom.org/run-walk-registration/>. Register in advance for chance to win a prize drawing. Drawing will be held at the end of the event and need not be present to win. Start and in-person registration will be at the Steilacoom Historical Museum patio at Rainier and Main St. COVID-19 guidelines will be observed. Questions? Contact Nancy Henderson at nehenders@comcast.net.

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 confirmed removal of several vehicles on the right-of-way in the 2300 block of Maple Lane; reviewed building permit applications, inspected construction activity, and inspected construction sites to ensure appropriate erosion control measures were in place.

Chambers Place Development:

Council at their March 7, 2023, set a public hearing for the Chambers Place Development (the former School District play field on Chambers Street) for March 21, 2023. Public Notices are in the process of being distributed in accordance with the Municipal Code.

Community Services:

Bridge and Mahjong Players Wanted!

Interested in playing bridge or mahjong? Let us know! The Community Center will host games if there is enough interest. Contact 253-581-1076 to add your name to the list.

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:

Significant information:

In response to the rise in thefts of Hyundai and Kia vehicles, the Puget Sound Auto Theft Task Force secured free steering wheel locks, which will be distributed through participating local law enforcement agencies. The locks are now available to be picked up at many locations throughout Pierce County, to include at Steilacoom Public Safety. To receive a free lock, owners will need to bring their registration and key to show

that they own a 2011-2021 key-start Hyundai or Kia. It is important to note that the Puget Sound Auto Theft Task Force, in partnership with Kia and Hyundai, is providing these devices to aid in deterring vehicle theft. The locks do not guarantee protection from theft. For additional information, please visit: <https://tinyurl.com/43ssxs3>.

This week marks the third anniversary of the shutdown of much of our state's operations due to COVID-19. During this week's council meeting, our Council thanked our police officers for their continued service to our community, to include their efforts during the COVID shutdown. Every one of our officers was exposed to COVID-19 in some manner while on-duty, and many experienced multiple exposures during the phases of the pandemic prior to the availability of a vaccine. Public Safety appreciates the patience and support of our community as our pandemic environment continues to evolve.

Public Safety lobby hours are changing. The front lobby will be open Tuesday through Friday, from 2:30 pm until 5:30 pm. During those hours, Public Safety can also be called at (253) 581-0110.

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/56bf3>

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 repaired potholes; continued sign maintenance; hauled away spoils from previous projects; restocked gravel supplies; performed erosion control inspections in the 400 block of Short Street and the 500 block of Frederick Street; continued street sweeping; and performed other maintenance activities.

Rainier Street Preservation Project:

A pre-construction meeting was held on Thursday, March 2, 2023. Contractor is scheduled to mobilize the week of March 20th. Initial work will focus on sidewalk ramps.

Old Military Road Preservation Project:

WSDOT approved the consultant agreement on March 2, 2023. The agreement has been executed and survey work will commence shortly.

Pedestrian Safety Enhancement Project:

The initial surveying for the design of the rectangular rapid flashing beacons (RRFBs) is in process. Upon completion of the survey, preliminary design will commence.

Electrical:

Crew Emphasis:

The crew performed a disconnection/reconnection for a meter panel change in the 90 block of Madrona Park Drive; continued transformer maintenance in the Madrona Park neighborhood; assisted with specifications for the EV charging stations at the Public Works facility; and performed other maintenance activities.

Water/Sewer:

Crew Emphasis:

The crew continued fire hydrant maintenance; completed a side-sewer inspection in the 2400 block of Oak Drive; continued vegetation control at wells and lift stations; jetted sewers throughout Town; and performed other maintenance activities.

Parks, Buildings and Grounds:

Crew Emphasis:

The crew repaired door closures at the Public Safety building; obtained and processed an estimate for replacing the curtain, motor, and rigging at Town Hall; and performed other maintenance activities.

Other:

Working Family Tax Credit Coalition:

The Town of Steilacoom joins the [Working Families Tax Credit Coalition](#) in announcing the launch of the [Working Families Tax Credit, a historic program from the Washington State Department of Revenue](#) designed to provide eligible individuals and families across Washington state cash payments of \$50 – \$1,200 per year. Eligibility details are available now through the Washington State Department of Revenue, and applications will be accepted starting today.

Unlike federal tax credits like the Earned Income Tax Credit, consideration for the Working Families Tax Credit will be extended to undocumented immigrants and others who file taxes without a social security number. Eligible individuals and families are encouraged to claim their tax credit when they do their taxes this year.

Free tax preparation and assistance is available through community organizations like the [United Way of Pierce County](#). Requests for information about the Working Families Tax Credit in alternate formats, as well as requests for assistance with the Working Families Tax Credit application process, can be directed to the Washington State Department of Revenue at (360) 763-7300.

SHS Music Program Fundraiser:

Are you looking for a new mattress? You can get a new mattress and support our music students at the same time. The SHS Music Boosters will be hosting the 4th annual Mattress Fundraiser Saturday April 15th. from 10 am- 5 pm at Steilacoom High School.

Blood Donations:

The need for blood donations across the state is at a critical level and [@crbs1946](#) makes the process quick and easy. Find a time and place to donate: [crbs.net](#).

Friends of the Steilacoom Library Exploration Series:

The March program by long time Steilacoom resident, Dave Hall, is “Hitting the Links in the Old Sod: A Chambers Bay Caddie’s Irish Golf Adventure” takes place on Friday March 10 at 2:00 pm in the Steilacoom Library Meeting Room. Mark your calendar for both events.

Need more space? Donate your gently used books on Feb 18 and Mar 3, 11:00 am to 1:00 pm, in the Steilacoom Library Meeting Room. Please no textbooks, training manuals, encyclopedias, reference books, management guides, travel guides older than three years and self-help books. The FOSL Book Sale takes place March 24-25 11:00 am to 4:00 pm in the Library Meeting room.

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 paul.loveless@ci.steilacoom.wa.us