

Planning MEMORANDUM

To: Mayor Muri and Members of the Town Council
From: Paul Loveless, Town Administrator
Date: March 10, 2023
Subject: Updates

Administration:

Upcoming Meetings:

Council Meeting – March 21, 2023, 6:00 PM. (Hybrid) at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388. Zoom invite: <https://us02web.zoom.us/j/84361545606>
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 20, 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 Forward:

There's no better way to jump into spring than to move your clocks forward! Spring forward next Sunday, March 12th at 2:00 a.m.

Sunnyside Beach Community Clean-up:

Please join us Saturday, April 1st from 8-9:30 A.M. and help clean Sunnyside Beach. Steilacoom Public Works will provide grabbers and bags, but we suggest bringing gardening/work gloves if you have them. Please feel free to reach out with any questions to Liz Grasher at elizabeth.grasher@ci.steilacoom.wa.us.
Sunnyside Beach Park address: 2509 Chambers Creek Road. Hope to see you then!

We Love Steilacoom Annual Meeting:

The We Love Steilacoom Association will hold its annual meeting on April 11 at 5 PM at the Steilacoom Community Center. 2022 activities and 2023 operational plan will be discussed. All are welcome to attend.

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.

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.

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.

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 continued to work with Public Safety to address vehicles stored on the Oak Street right-of-way; sent letters to a homeowner in the 500 block of Frederick Street concerning a storage shed located in the setback; contacted on homeowner on Stevens Street concerning missing roofing; contacted an individual building a fence in the Frederick Street right-of-way; contacted Public Safety concerning a motorhome located at the mill site; 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, meeting set a public hearing for the Chambers Place Development (the former School District play field on Chambers Street) for March 21, 2023.

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:

Over the past week, 125 Public Safety incidents occurred in town, which included the following:

Emergency and patrol incidents

- 7 medical aid responses
- 55 suspicious circumstance/security checks
- 5 responses for persons in crisis/welfare checks
- 32 traffic stops
- 2 responses for residential/commercial alarms
- 1 response for animal-related incidents
- 2 motor vehicle collisions
- 1 response for nuisance-related incidents (excessive noise/parties/unruly juveniles/narcotics use/etc.)

Crimes against persons

- 1 incident of alleged child abuse, investigated in cooperation with child protective services
- 2 incidents of assault

Crimes against property

- 1 incident of extortion
- 1 incident of fraud/identity theft
- 3 incidents of motor vehicle theft
- 1 incident of theft
- 2 incidents of vandalism

Significant information:

Throughout 2022 and into 2023, motor vehicle thefts have been on the rise, including within Steilacoom. In response to a rise in thefts of particular 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/43ssxsb3>.

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.

Prescription drug disposal is temporarily closed at the public safety building. Alternative locations, to include mail-in options, are available at: <https://med-project.org/>

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.

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 concentrated on catch-basin maintenance; sign maintenance and repairs; pot hole repairs; repaired potholes; and performed other maintenance activities.

Rainier Street Preservation Project:

The contractor is scheduled to mobilize the week of March 20th. Initial work will focus on sidewalk ramps.

Old Military Road Preservation Project:

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 continued updating the system map; retired a service in the 1900 block of Rainier Street and one in the 1900 block of Starling Street; received and unloaded stock street light poles; and performed other maintenance activities.

Water/Sewer:

Crew Emphasis:

The crew replaced a water meter in the 1400 block of Beech Street; inspected a water service installation in the 1900 block of Rainier Street; sanitized the recently drained water reservoir on Roe Street and refilled with potable water; continued hydrant maintenance; assisted with geo-tech core drilling at the Dock Lift Station; and performed other maintenance activities.

Parks, Buildings and Grounds:

Crew Emphasis:

The crew installed vehicle wheel stops at Perkins Park to provide additional parking; assisted the contractor with the Webber Court playground installation; continued vegetation control; and performed other maintenance activities.

Other:

Little Free Pantry Project Report for Steilacoom Council:

For more than two years now, Lakewood Rotary has established 7 Little Free Pantries-- 1 in Steilacoom at the Steilacoom Community Center and 6 in various locations in Lakewood. The Little Free Pantries provide 24/7 barrier-free access to free food for Steilacoom and Lakewood citizens, which supplements our area's wonderful food banks.

Lakewood Rotary's Little Free Pantry project got its start with a Covid grant from The Greater Tacoma Community Foundation. Lakewood Rotary has used the grant money to fund the building of the pantries and initially stock them with food.

Each pantry has a host (provides location) and a steward (checks regularly to keep the pantry stocked and maintained). A team of Rotarians also works to distribute food among the 7 pantries.

The pantries are similar to the Little Free Libraries in size and look, and they apply a similar philosophy to food as the Little Free Libraries do to books. The motto of the Little Free Pantries is "give what you can, take what you need." No questions asked. The need has increased with the end of the 2+ years of additional government food assistance at the end of February 2023.

After Rotary's initial stock of a pantry, the pantry depends upon the generosity of the community to keep the pantry stocked. Several businesses and organizations throughout Lakewood have become food donation drop-off sites, and the Lakewood Rotarians themselves donate food for the pantries at their meetings.

Items that are always needed include nonperishable, unexpired, in good condition:

- hearty soups/stews
- peanut butter
- canned meats
- spaghetti sauce
- granola bars
- snacks
- personal care items-soap etc.
- baby food and formula

Bob Zawilski, who has spearheaded the Lakewood Rotary Little Free Pantry project, commented about the need for more support from the Steilacoom community for the Little Free Pantry at the Steilacoom Community Center:

"It is fascinating to see how each of our pantries is doing—some better than others. Pantries in some communities have been adopted by a church or nearby business or organization, so they are kept well

stocked. Unfortunately, some of the other pantries—often in areas of most need—have fewer people donating food.”

“The pantry at the Steilacoom Community Center is challenging to keep stocked. We really need the nearby community to step up and help us keep non-perishable food in this pantry. There is obviously a big need in Steilacoom for barrier-free access to food in addition to what’s available at the Steilacoom food bank.”

“Our hope is that the Steilacoom Town Council, with its knowledge of the local community, will guide us on how to make the Steilacoom Little Free Pantry more of a success story.”

For more about the Little Free Pantry project, go to <https://square.link/u/8FIfA9es>.

If a business or organization is willing to be a food donation drop-off site, please contact Bob Zawilski at info@lakewoodrotary.com.

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.

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