

## Planning MEMORANDUM

**To: Mayor Muri and Members of the Town Council**  
**From: Paul Loveless, Town Administrator**  
**Date: April 28, 2023**  
**Subject: Updates**

### Administration:

#### *Upcoming Meetings:*

Council Meeting – May 2, 2023, 6:00 PM. (Hybrid) at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388. Zoom invite: <https://us02web.zoom.us/j/88254323888>

Planning Commission – May 8, 2023, 6:00 PM. at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388.

Civil Service Commission – May 4, 2023, at 2:00 PM. at the Steilacoom Public Safety Facility, 601 Main Street, Steilacoom, Washington 98388.

Preservation and Review Board – May 24, 2023, at 6:00 PM. at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388.

Parks, Community Services, and Environment Advisory Committee – May 15, 2023, 6:30 PM. at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388.

Public Safety Advisory Committee – May 17, 2023, at 6:00 PM. at the Public Safety Facility, 601 Main Street, Steilacoom, Washington 98388.

#### ***Community Work Party – Community Center – April 30 from 1 PM to 3 PM:***

Work and party seem to be unrelated, but we have managed to experience both in our projects to enhance our parks and trails around Town.

It has been 4 years since we have worked in the woods surrounding the Steilacoom Community Center. In the meantime, English holly and ivy have enjoyed our absence. It is time to bring their stealthy expansion to an end. Also, the trails in the park are begging for wood chips.

Our objectives are several:

- 1) Spread wood chips over the main trails in the woods.
- 2) Remove English holly.
- 3) Ring the ivy which is growing up trees.
- 4) Remove ground ivy.

Please join us as we accomplish the above and leave the woods looking and feeling much better. Cutters, wood chip forks, wheelbarrows, rakes, gloves, eye protection, and a few handsaws will be on loan from the Town. Please bring your own if you have them.

Sunday 30 April, 1 to 3 pm in Community Center Woods, 2301 Worthington Street, Steilacoom.

Light refreshments will be on hand. Questions? Nancy Henderson, [nehenders@comcast.net](mailto: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](mailto:crimetips@ci.steilacoom.wa.us)

## **Community Development:**

### **Code Compliance:**

In cooperation with Public Safety, the Building Inspector/Code Compliance officer continued to pursue vehicles being stored on the Town's rights-of-way. Additionally, the Building Inspector reminded several roofing companies of the need to obtain permits prior to starting work on roof replacement projects, inspected several in-process construction projects and monitored the abatement action at 2746 Cambridge Drive.

### 2746 Cambridge Drive Abatement Action:

Work commenced on the demolition and clean-up of the dilapidated home and clearing the lot at 2746 Cambridge Drive. I anticipate portions of this work will continue for the next several weeks.

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

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

### ***Steilacoom Piece Makers:***

Steilacoom Piece Makers is looking for new members. Do you enjoy quilting? Do you want to quilt but don't know what to do with your finished projects? Come join us on the 4<sup>th</sup> Tuesday of the month at the Steilacoom Community Center from noon until 2pm.

The Steilacoom Piece Makers do a variety of projects for donation to local charities including doll quilts, baby blankets, and lap quilts. Use up scraps, try something new, and meet others with similar interests in the community. Work at your own pace at home and bring in your projects for show and tell. It's a great place to get inspired and get input on something you need help with. Bring a sack lunch if you like.

## **Public Safety:**

Over the past week, 126 Public Safety incidents occurred in town, which included the following:

### Emergency and patrol incidents

- 11 medical aid responses
- 50 suspicious circumstance/security checks
- 7 responses for persons in crisis/welfare checks
- 29 traffic stops
- 5 responses for residential/commercial alarms
- 2 responses for animal-related incidents
- 1 death investigation, additional investigation is ongoing
- 2 responses for nuisance-related incidents (excessive noise/parties/unruly juveniles/narcotics use/etc.)
- 1 motor vehicle collision
- 4 responses for parking/abandoned vehicle enforcement

### Crimes against persons

- No significant incidents to report

### Crimes against property

- Additional information follows

## **Significant information:**

During the evening of Wednesday, April 26, a fire was reported within one of the structures upon the old mill property. The first public safety units arrived on scene within 5 minutes, and the fire was reported under control about an hour afterwards. The involved property is the same property in which a brush fire occurred a few weeks ago, but the location of the fire was a little over 600 feet away from the location of the brush fire. The terrain between both fire locations is challenging to navigate, and it is currently unclear if both fires are related. This is the second significant structure fire upon the property within the past decade. Public Safety and Town Administration continue to stay in close contact with the property owner, and we already have assessments planned within the coming days to remove the encampment discovered during the brush fire. Investigators from West Pierce Fire worked throughout the night to collect evidence and have determined the structure fire was intentionally set. No suspects have yet been identified. Public Safety is grateful for the exceptional service we continue to receive in partnership with West Pierce Fire and Rescue.

This week, our school resource officers hosted presentations to multiple elementary school classes. Topics of the presentations included familiarization with law enforcement's role within the community, familiarization with law enforcement uniforms and equipment, tours of the public safety building and police vehicles, and a question/answer session.

## **Announcements:**

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/>

In partnership with the West Pierce Emergency Management Coalition, Public Safety is enhancing our Community Emergency Response Team capabilities. For more information, please visit:

<https://tinyurl.com/pswr6fey>

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/56bfvf3>

SteilacoomAlert is an emergency notification system for the Town of Steilacoom. At no cost, people 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 continued the traffic counter program on the arterials this week. This program will continue for at least the next week. Additionally, the crew responded to a tree falling on a house in the 10700 block of 116<sup>th</sup> Avenue SW; cleaned and repaired signs; cleaned catch basins and updated the associated tracking system; continued mowing rights-of-way and swales throughout Town; met with Cannon Construction concerning their upcoming project on Short Street; and performed other maintenance activities.

#### ***Rigney Road Nonmotorized Improvements Project:***

We are still awaiting WSDOT approval of the sidewalk railing prior to installation.

#### ***Rainier Street Preservation Project:***

The contractor continued demolition of sidewalk ramps and installing forms for new curbs. Next week, the contractor will focus on pouring new ramps depending upon the weather.

#### ***Old Military Road Preservation Project:***

Design of the project continued this week. Staff continued to meet with WSDOT officials and the design engineers to obtain clarification on some of the WSDOT standards related to the project.

#### ***Annual Town Roadside Herbicide Applications and Vegetation Maintenance:***

The Town's annual application of herbicides to combat weeds along road shoulders has started and will continue through August along with vegetation maintenance. 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 worked with the contractor installing EV charging stations at the Public Works Facility; met with representatives from Garrett Homes to discuss new home construction at Galloway and Shannon Streets; disconnected/reconnected customers for delinquent utility payment; met with Cannon Construction concerning a cable they are installing on Short Street; and performed other maintenance activities.

### ***Water/Sewer:***

#### Crew Emphasis:

The crew jetted sewer lines throughout Town; painted water standpipes and valve markers; inspected water and sewer service line cuts and caps in conjunction with the demolition of a home in the 2700 block of Cambridge Drive; assisted with the installation of conduit for the EV charging stations being installed at the Public Works Facility; submitted the annual cross-connection report to the Department of Health; continued work on the annual water use efficiency report and the annual consumer confidence report; and performed other maintenance activities.

### ***Parks, Buildings and Grounds:***

#### Crew Emphasis:

The crew continued mowing as the weather permitted and performed other maintenance activities.

Long-time (25 year) employee Richard Creger retired from the Town this week.

### **Other:**

#### ***Sunnyside Beach Community Cleanup – May 6th:***

Please join us Saturday, May 6th 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](mailto:elizabeth.grasher@ci.steilacoom.wa.us)

Sunnyside Beach Park address: 2509 Chambers Creek Road. Hope to see you then!

#### ***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.

#### ***Garden Club Plant Sale – May 13th:***

The Steilacoom Garden Club is holding its annual plant sale on Saturday, May 13<sup>th</sup> from 9:00 to 12:00 in the Multipurpose Court on Lafayette Street next to the Bair Bistro. There will be a variety of plants: perennials, annuals, groundcovers, shrubs, bulbs, and vegetable and herb starts. This is a great time to fill up your garden with some new and different plants. Garden-related items will also be on sale. And do not forget Mother's Day is the next day!!!

Proceeds from the Plant Sale support the Garden Club civic projects including the flowerpots in downtown, the Scarecrows around town and the Scarecrow contest in the fall, and the Christmas swags town for businesses and for the 42<sup>nd</sup> Military Memorial. The Garden Club has been providing civic beautification projects for Steilacoom since the 1920's, so this is an organization you want to support.

DONATIONS OF PLANTS are needed! We appreciate your support by bringing plants to the site the previous day with a label. We ask that no invasive plant species be donated, e.g., Shasta Daisies. Plants can be brought to the Multipurpose Court between 4:00-6:00 on Friday May 12<sup>th</sup> or at 7:30 Saturday morning.

***Speaker Series – May 13th:***

The Friends of Steilacoom Library and the Steilacoom Library welcome Steilacoom resident Marc Marcantonio to the May Exploration Series presentation on May 13 at 2:00 pm in the Steilacoom Library Meeting room, 2950 Steilacoom Blvd. His presentation will cover current activities to restore the salmon run on the Green River by producing a way around the Howard Hansen Dam. His coordination with local water districts, the Army Corps of Engineers and local, state and federal legislators highlights the complex interactions of all governments to re-establish this critical state resource.

Marc Marcantonio was hired by Covington Water District, Washington State, specifically to energize the stalled Howard A. Hanson Dam Fish Passage Facility Project. Lieutenant Colonel (Retired) Marcantonio served in the US Army, then as a salmon recovery Fisheries Biologist for Washington State, and most recently as GM of water districts in Washington and California. He is also the co-inventor of the Heli-Hydrant (a fire hydrant for wildland-fighting helicopters) and was the first to incorporate its use as part of the water distribution system at Yorba Linda Water District in Orange County, CA. Mr. Marcantonio has more than 45-years of public service experience. He enjoys family, church, bass tournament fishing, and many other activities.

***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](mailto:paul.loveless@ci.steilacoom.wa.us)