

## PLANNING MEMORANDUM

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

### Administration:

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

Council Meeting- November 7, 2023, 6:00 PM. (Hybrid) at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388. Zoom invite: <https://us02web.zoom.us/j/84725651781>

Planning Commission – November 13, 2023, 6:00 PM. at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388.

Civil Service Commission – December 7, 2023, at 2:00 PM. at the Steilacoom Public Safety Facility, 601 Main Street, Steilacoom, Washington 98388.

Preservation and Review Board – December 13, 2023, at 6:00 PM. at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388.

Parks and Environment Advisory Committee – November 20, 2023, 6:00 PM. at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388.

Public Safety Advisory Committee – November 15, 2023, at 6:00 PM. at the Public Safety Facility, 601 Main Street, Steilacoom, Washington 98388.

#### ***Friends of Steilacoom Library Book Sale:***

The Friends of Steilacoom Library (FOSL) host their Fall Book Sale Friday November 3 and Saturday November 4 from 10:00 am to 3:00 pm in the Library Meeting Room. Come and select gently used fiction and non-fiction books. Cash or check please. No book donations will be accepted on the days of the sale, but FOSL will accept book donations on Saturday October 7 11:00 am to 1:00 pm and Thursday October 26 from 2:00pm to 4:00 pm in the Library Meeting Room. Please do not bring dictionaries, encyclopedias, reference, textbooks, damaged books or outdated travel guides (older than 3 years). All proceeds support Friends projects to support the library's objectives. Hope to see you there.

#### ***Scouting For Food***

Scout Troop 71 will be in your neighborhood collecting non-perishable food items on Saturday, November 4, 2023, beginning at 8 am. Please have your donation visible from the street for pickup and delivery to the We Love Steilacoom Food Pantry located at Steilacoom Community Church.

Nonperishable items only and please none beyond the Best by Date. Financial donations will also be accepted.

#### ***Fall Leaves***

We'll all agree the fall-colored leaves bring added beauty to the wonderful Town of Steilacoom, yet they also cause a lot of yard work. Please be responsible for the leaves that fall in your yard and on the sidewalks in front of your homes, and do not blow them into the street. Instead, please put them in your yard waste receptacles. Work with your neighbors to make sure storm drains are clear. Keeping leaves raked and cleaned up will keep gutters and streets from filling up with water. The street sweeper will be coming by in the coming weeks so let's do our part to help ensure the streets are clear of leaves and debris.

#### ***Sunnyside Beach Closure:***

Sunnyside Beach Park will remain closed to all users at least through December 31, 2023, to perform work on the parking lot.

### ***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 Services:**

#### ***Senior Activities:***

Humana will be hosting a weekly Puzzle Club every Tuesday at the Community Center. They will also be hosting a weekly Bingo Session every Friday. Both activities will start after lunch. Come ready to have a blast!

#### ***Puzzle Club:***

Join us every Tuesday for Puzzles and Games at the Community Center for FREE. Humana will be hosting this event for Seniors immediately following Lunch Bunch. Come ready to have a blast!

#### ***Senior Bingo:***

Join us for a FREE session of Bingo every Friday at the Community Center. Humana will host this Bingo session for Seniors following Lunch Bunch every Friday.

#### ***Ice Cream Social:***

Humana will be hosting a Senior Ice Cream Social at the Community Center, on the Last Wednesday of every month. This FREE event begins right after lunch so bring your sweet tooth. There will be a different variety of ice creams and toppings. Come ready to chat, laugh and eat some tasty desserts.

### **Public Safety:**

#### **Significant information:**

There have been several instances of vandalism to town property within our parks. Officers have increased their patrols in these areas. Please call 9-1-1 to report any in-progress vandalism you observe.

Affected Hyundai vehicles may now receive a software update from the manufacturer. More information can be found here: <https://www.hyundaiantitheft.com/>. Eligible vehicle owners may also obtain a no-cost steering wheel lock from Steilacoom Public Safety. For additional information, please visit: <https://tinyurl.com/43ssxsb3>. Tips to safeguard against vehicle theft can be found here: <https://tinyurl.com/dfzv8cee>. Please visit our department website (<https://tinyurl.com/2bz3jzey>) for resources and assistance with:

- Online crime reporting
- Emergency and community notification
- Missing persons and databases
- Anonymous reporting of suspicious activity
- Reporting of persistent traffic concerns
- 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
- Unwanted prescription medication disposal

## **Public Works:**

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

#### Crew Emphasis:

The crew continued erosion control inspections on active construction sites; swept streets; vactored catch basins and cleaned filters; provided traffic control services to Hunter Tree Services to remove a dangerous tree in the Tunnel of Trees on Steilacoom Boulevard; repaired a catch basin on Marietta Court; continued preparing equipment for snow and ice removal; and performed other maintenance activities.

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

The engineers, WSDOT, and the Town are coordinating potential improvements to meet WSDOT requirements. Once finalized, a construction project change-order will be presented to the Council.

### ***Sunnyside Beach Parking Lot:***

The contractor is providing submittals for approval and is encountering challenges finding a paybox meeting the specifications.

### ***Sunnyside Beach Seawall:***

The contractor has completed the work in the initial project. The beach nourishment portion of the project as required by the Army Corps of Engineers is awaiting final design by the coastal erosion engineers. The Department of Fish and Wildlife is still reviewing our request to modify the hydraulic permit approval to include the beach nourishment requirement.

## ***Electrical:***

#### Crew Emphasis:

The crew repaired three of the decorative street lights in downtown; met with a homeowner in the 600 block of Champion Street and answered some electrical questions; installed conduit for the planned ATM in downtown on Wilkes Street; rebuilt the damaged street light controller and panel near the Wilkes Street parking lot; repaired secondary wire to the dentist's office that was also damaged when the street light controller was hit; and performed other maintenance activities.

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

#### Crew Emphasis:

The crew continued working on Well #4 attempting to unfreeze the pump; maintained the Steilacoom Boulevard water intertie; repaired a water leak in the 800 block of Birch Street; inspected a sewer service line in the 400 block of 5<sup>th</sup> Street; assisted the Electrical crew with the trenching needed for the ATM installation; assisted the Electrical crew with the repair of the street light controller in the Wilkes parking lot; scheduled a spill/bucket compliance test for the Sunnyside pump station; and performed other maintenance activities.

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

#### Crew Emphasis:

The crew installed a lockbox at the Community Center for West Pierce Fire and Rescue to have access in case of an emergency; blew and removed leaves; ground door latches on the cargo trailer used for community events; recovered equipment/tools after the 5<sup>th</sup> Street Waterway project; one of the crew members completed CDL training and obtained an official Class B license; one of the crew members completed the Certified Playground Safety Inspector course and took the associated test – results in 6 weeks; emptied garbage cans; picked up litter; cleaned restrooms; assisted the Electric crew with repairs to the street light controller in the Wilkes Street parking lot; and performed other maintenance activities.

## **Other:**

### ***Thanksgiving Dinner:***

Save the date for the Steilacoom Community Church heartwarming 2nd Annual Community Thanksgiving Dinner – we'll be dishing out gratitude and delicious meals on Thanksgiving Day. We'll start taking RSVPs on October 23, 2023 – be there to share the love and a fantastic feast!

### ***Christmas Trees:***

Scout Troop 71 will be selling Christmas trees on the multi-purpose court located in downtown Steilacoom. Monday through Friday from 4 PM to 7 PM; Saturday and Sunday from 10 AM to 7 PM starting November 20th. Please consider supporting the Troop this holiday season.

### ***Red Ribbon Bazaar:***

The Red Ribbon Bazaar is on Saturday, Dec 2, from 9 AM to 4 PM at Steilacoom High School, 54 Sentinel Way, Steilacoom, Washington. Proceeds support the students of Steilacoom. Email [redribbonbazaar@hotmail.com](mailto:redribbonbazaar@hotmail.com) for more information or visit the SHS Facebook or SHS Booster Club Facebook.

### ***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.

### ***I-5 - Mounts Rd. to Steilacoom- DuPont Rd. Corridor Improvements:***

Beginning in late summer 2023, contractor crews working for the Washington State Department of Transportation will begin construction on Interstate 5 in DuPont near Joint Base Lewis-McChord. This is the third in a series of projects that widens I-5 to add HOV lanes between DuPont and Lakewood.

### ***Improvements coming to DuPont and JBLM:***

In addition to extending the I-5 HOV lanes, construction crews will make improvements that enhance mobility and safety in DuPont and near the JBLM DuPont Gate at exit 119, including:

A new bridge spanning I-5 and the railroad. The new bridge will feature a partial Diverging Diamond Interchange and a shared-use path for pedestrians and bicyclists between JBLM and DuPont.

Direct access between JBLM and both directions of I-5.

A new roundabout connecting Steilacoom-DuPont Road and the new overpass.

The project will also add a new signal at the intersection of the southbound I-5 off-ramp at Mounts Road (exit 116) and improve the I-5 vertical clearance over Pendleton Avenue.

### ***What you can expect:***

Construction will begin in summer 2023 and is expected to be complete in 2026. The project consists of multiple stages that involve overnight and weekend ramp closures, lane shifts onto temporary pavement, potential speed limit reductions, and bicycle and pedestrian detours. Crews will contain dust and debris to the construction site and will minimize noise as much as practical. Clear signage will indicate required detours throughout the project.

***Additional Information:***

Online open house:

<https://engage.wsdot.wa.gov/i-5-mounts-to-steilacoom-dupont-rd/>

WSDOT Blog:

<https://wsdotblog.blogspot.com/2023/09/i-5-hov-dupont-jblm.html>

YouTube:

<https://www.youtube.com/watch?v=IIDRY3j6DNI&t=1s>

The WSDOT Facebook page post linking the blog and online open house:

<https://www.facebook.com/WSDOT/>

Online open house:

<https://engage.wsdot.wa.gov/i-5-mounts-to-steilacoom-dupont-rd/>

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