

Planning MEMORANDUM

To: Mayor Muri and Members of the Town Council
From: Mark Burlingame, Public Works Director (for Paul Loveless)
Date: February 17, 2023
Subject: Updates

Administration:

Upcoming Meetings:

Council Meeting – February 21, 2023, 6:00 PM. (Hybrid) at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388. Zoom invite: <https://us02web.zoom.us/j/83796249174>

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

Preservation and Review Board – February 22, 2023, at 6:00 PM. at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388.

Parks, Community Services, and Environment Advisory Committee – February 27, 2023, 6:30 PM. at Town Hall, 1717 Lafayette Street, Steilacoom, Washington, 98388.

Position Open:

Meter Reader – part-time. Closes February 28, 2023. Details on the Town’s official website.

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

Annual Town Sidewalk Moss Control Applications:

An initial application of herbicides to combat moss on select sidewalks has started and will continue into the Spring. Only federal and state-approved herbicides are used. Sidewalks currently scheduled for treatment include:

The sidewalks on Lexington and Sequelish streets.

The Town uses Wet-and Forget Moss Control on sidewalks with significant moss build-up to decrease the potential for slips and falls. The moss control is applied under the supervision of 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. Treated sidewalks will be posted immediately upon treatment and postings will remain in place for at least three days following application.

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.

Certificate of Municipal Leadership:

Councilperson Grasher recently earned a Certificate of Municipal Leadership from the Association of Washington Cities (AWC).

AWC's Certificate of Municipal Leadership program recognizes city and town elected officials for accomplishing training in five core areas:

- Roles, responsibilities, and legal requirements
- Public sector resource management
- Community planning and development
- Effective local leadership
- Diversity, equity, and inclusion

Councilperson Grasher completed more than 30 hours of training to earn this distinction.

Community Development:

Building Inspection and Code Compliance:

The Building Inspector/Code Compliance Officer assisted PacRim obtain test samples at the Tribal Cultural Center and Museum; contacted the mill site owner concerning illegal access to the site and the storage building doors being forced open; reviewed building permit applications, inspected construction activity, and inspected construction sites to ensure appropriate erosion control measures were in place.

Chambers Place proposed plat:

Creek Stone LLC has applied for a 9-lot residential plat in the 600 block of Chambers Street on the old middle school football field between the old bus barn and Euclid Street. A Mitigated Determination of Non-significance (MDNS) has been issued, with a comment and appeal deadline of February 16, 2023. A public workshop before the Planning Commission was held February 13, 2023. A public hearing before the Town Council is tentatively scheduled for March 21, 2023. Public notice will be provided. Additional information is available on the Town's official website at <https://townofsteilacoom.org/297/Public-Notices---Development-Application>.

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:

Through 2022, incidents of motor vehicle theft across our state dramatically increased, including within the Town of Steilacoom. Some of these vehicle thefts included widely publicized vulnerabilities among particular vehicle makes and models, such as Kia and Hyundai. Public Safety is coordinating with the Puget Sound Auto Task Force to obtain no-cost vehicle theft deterrence devices for our residents. More information to follow.

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 continued work on ditch restoration on Starling Street between Main Street and Puyallup Street; installed additional boulders at trail entrances along Worthington St., trimmed trees on rights-of-way throughout Town; swept streets and blew sidewalks throughout Town; and performed other maintenance activities.

Rigney Road Non-motorized Improvements Project:

Miles Resources and the Town of Steilacoom suspended work on the Rigney Road Non-Motorized Improvements Project. Pavement patching will be scheduled as weather allows and the rail will be installed once it is inspected and approved by WSDOT.

Rainier Street Preservation Project:

Council awarded the Rainier Street construct management and construction contract at their February 7, 2023, meeting. Contracts are currently being routed for signatures.

Old Military Road Preservation Project:

Interviews occurred on February 8, 2023. Staff negotiated a scope and fee with the preferred engineering firm for consideration by Council at their February 21, 2023, meeting.

Electrical:

Crew Emphasis:

The crew performed some follow-up repairs on cables in the area of the Rigney Rd./Steilacoom Blvd. outage that occurred last week. They also installed a new heater in the Roe St. Reservoir control house, installed a permanent service for a new residence in the 1900 block of Rainier St., cleaned conduits in preparation for new cable installation at Marietta/Rigney Rd., met with design engineers and Tacoma Power representatives at the substation as part of the Steilacoom/Tacoma interconnection project and performed other maintenance activities.

Water/Sewer:

Crew Emphasis:

The crew inspected a water service replacement in the 300 block of 4th St., inspected a sewer servcxie replacement in the 600 block of Montgomery St., inspected a new water service in the 600 block of Champion St., worked with the contractor installing new controls at the Sunnyside Beach Pump Station, continued fire hydrant maintenance throughout Town, jetted sewers throughout Town; and performed other maintenance activities.

Parks, Buildings and Grounds:

Crew Emphasis:

The crew completed the installation of signs at various parks; supported the contractor installing the Webber Court playground equipment; performed roof repairs at the Community Center, 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.

Community Emergency Response Training (CERT):

West Pierce Fire & Rescue (WPFR) invites community members who live or work in Lakewood, University Place and Steilacoom to attend the next session of CERT (Community Emergency Response Team) classes.

The training will be held February 28 – March 18, 2023 and registration is now open.

Aimed at preparing groups in the community to prepare for and respond to disasters, these CERT classes follow a model developed by the Federal Emergency Management Agency (FEMA) and are offered in cities across the United States. The idea behind this model is to teach people in neighborhoods how to help each other in the first few minutes or hours following a disaster – before emergency responders are able to get to render professional help. In the classes, students will gain hands-on skills, such as how to put out small fires, render first aid in a disaster situation, perform light search and rescue and much more.

The series of six classes will be held two nights per week (Tuesday and Thursday) for three weeks, from 6:00 – 9:00pm, and will culminate in a practical exercise to be held on a Saturday from 10:00 am – 2:00 pm. Classes are held at WPFR stations and instructors are personnel with special experience in the particular area, or subject matter experts from other areas. To visit the class schedule, go to the WPFR website at www.westpierce.org

Participants must be at least 18 years old. Participants who are at least 14 years old may attend with a parent also registered or at least 16 years old with a parent's permission. The classes are free! For more information or how to register, go to www.westpierce.org.

Blood Donations:

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

SHS Music Boosters:

Enjoy a night out and Support our SHS Music Booster Club February 11th 5:30-8:30 at Steilacoom Community Center Dinner provided by Topside Swing Dance Lessons provided by T-Town Swing. Our Jazz Band will also be playing. You can purchase tickets at shsmusicboosters.ticketsprice.com

Calling All Singers:

Calling all singers!! After four long years, Steilacoom Community Church will once again be hosting an open festival chorus opportunity for anyone who likes to sing! This year for Good Friday, SCC is putting together a festival chorus along with a professional orchestra to perform the Dan Forrest, "Requiem for the Living". SCC is opening their doors to any singers in the area who would like to join in this project!

This requiem differs from traditional settings in that instead of being a prayer for the dead, this one is a prayer of hope for those left behind. A very fitting setting in the context of Good Friday! This is going to be a very powerful evening that everyone involved will carry with them for a very long time!

The rehearsal commitment is short term and does allow for some flexibility. There will be just six rehearsals from 1:00 PM – 4:30 PM on the following dates. 2/19, 2/26, 3/5, 3/12, 3/19, 3/26 4/2. Then one dress rehearsal on Wednesday, April 5th from 7 PM – 9PM. The performance will be on Friday, April 7th at 7:00 PM.

Join SCC for this amazing event! If you are not a singer but are still intrigued, please attend the performance and enjoy the music! For any questions or to sign up, please reach out to:

Jeremy Shilley
Director of Music
Steilacoom Community Church
253-307-1226
Jeremy.shilley@gmail.com

Friends of the Steilacoom Library Exploration Series:

The Friends of Steilacoom Library (FOSL) and Steilacoom Library Exploration Series returns with a story from Tacoma's past, a historical account of the expulsion of Chinese residents and the destruction of the "Chinatown" of Tacoma in 1885. These activities by the then Tacoma Mayor and residents became known as "The Tacoma Method" in Northwest history. The presentation by Dr. Greg Youtz, Pacific Lutheran University, and Zhang Er is the story behind their new opera "The Tacoma Method", which has its world premiere in April. Join us on Saturday Feb 18 at 2:00 pm at the Steilacoom Library Meeting Room, 2950 Steilacoom Blvd, Steilacoom. 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.