

1. Meeting Materials

Documents:

[PACKET_MARCH_17_2025.PDF](#)

City of Buckley

Citizens Advisory Commission

Monday, March 17 5:30PM
Buckley Multi-Purpose Center



Zoom Link:

<https://us02web.zoom.us/j/82046244610?pwd=7allbBxXZ2uMfajluAdqi5TFptfD9w.1>

Meeting ID: 838 5763 8413

Passcode: 032293

Call to order

Roll Call

Approval of Agenda

Staff Reports:

Update on Doc Tait Pavillion

Erin

Spring & Summer Events Update

Erin

Guns & Weapons at Skate Park Update

Erin

Old Business:

Public Art Application

Review

Healthy Parks Initiative

Review

New Business:

Public Art Application - *People on the Plateau Photo Series*

Action

Park Enhancement Bench Application

Informational

Commissioner Comments:

Adjournment:

Upcoming Meetings:

Monday, April 21 at 5:30pm

Monday, May 19 at 5:30pm



You're invited

DOC TAIT PAVILION GOLDEN SHOVEL CEREMONY

Monday, March 24th at 5:00 PM

Foothills Trail in Buckley, WA (WA-410 & Jefferson Ave)



Join the Foothills Rails-to-Trails Coalition and the City of Buckley as we break ground on the Doc Tait Pavilion—a future gathering space that will serve as a welcoming home for the Foothills community and a place to honor the rich history of the trail. This milestone is made possible by the dedication of our supporters and partners like you.

Come celebrate this exciting step forward with us!

2025 City of Buckley Community Events Calendar



JANUARY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY

S	M	T	W	T	F	S
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

MARCH

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23	24	25	26	27	28	29
30	31					

APRIL

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27	28	29	30			

MAY

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18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUNE

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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

JULY

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20	21	22	23	24	25	26
27	28	29	30	31		

AUGUST

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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SEPTEMBER

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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

OCTOBER

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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER

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23	24	25	26	27	28	29
30						

DECEMBER

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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

City Sponsored - Community Sponsored

April:

19: Hound Hunt
19: Egg-Race
28: Bike 2 School

May:

17: Cruise
31: Bridge The Plateau 5K

June:

7: Relay 4 Life Dog Walk
21: Jr Log Show
21: Cruise
28: Log Show
29: Log Show

July:

1: Hometown Market
8: Hometown Market
10: Tunes By The Trail
15: Hometown Market
17: Tunes By The Trail
19: Cruise
22: Hometown Market
24: Tunes By The Trail
29: Hometown Market
31: Tunes By The Trail

August:

5: National Night Out
5: Hometown Market
7: Tunes By The Trail
9: Doxa Dirtbags Cornhole
12: Hometown Market
14: Tunes By The Trail
16: Car Show
21: Tunes By The Trail
26: Hometown Market

September:

13: Beautify Buckley
13: Wine Walk
20: Cruise

October:

25: Trick or Treating

November:

29: Tree Lighting &
Holiday Market on Main

updated 3/10/25

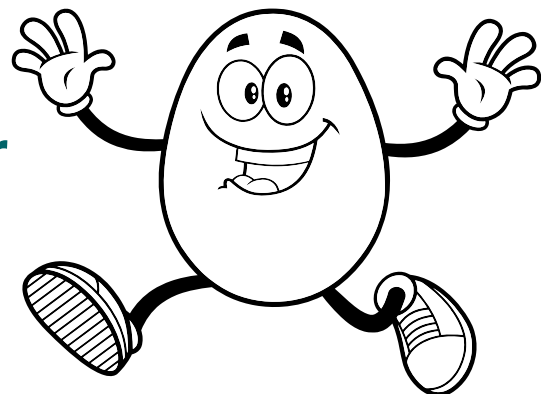


FREE

BUCKLEY YOUTH CENTER'S 4TH ANNUAL
AMAZING
EGG RACE

APRIL 19 @ NOON
BUCKLEY YOUTH CENTER
HUNT DESIGNED FOR YOUTH AGES 10 - 18

Challenge yourself & your friends to collect eggs as your race around the parks and downtown of Buckley!



GOLDEN EGGS - FREE LUNCH FOR ALL - PRIZES

Thank you to all the local business and organizations who are helping to make this event possible.

City of Buckley Parks and Recreation

HOUND HUNT

A egg hunt for Buckley's barking residents (and their parents).



APRIL 19TH

Buckley Youth Center Lawn

251 River Ave. South, Buckley

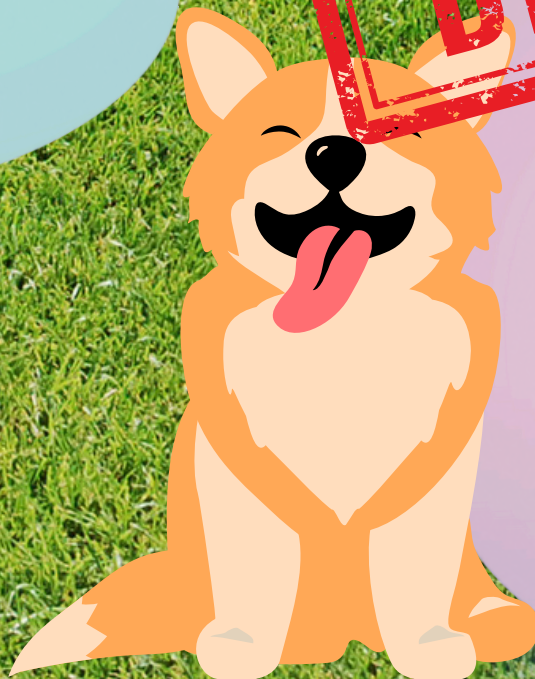
9AM Hound Hunt Start

9:30AM Canine Costume Contest

- Egg Hunt for Dog Treats!
- Golden Prize Eggs
- Canine Costume Contest
- Onsite Dog Vendors



WAITING ON LOGOS



Buckley Feed and Farm Supply



360.761.7174
www.buckleyfeedandfarm.com
buckleyfeedandfarm@gmail.com



PUBLIC ART AND MURALS

Permit Application

Please complete application using the space provided, attach additional sheets if necessary

Applicant Information:

Name: _____ Organization (if applicable): _____

Address: _____

Phone Number: _____ Email: _____

Property Owner Information (if different from applicant):

Name: _____ Organization (if applicable): _____

Address: _____

Phone Number: _____ Email: _____

Project Information:

Project Title: _____

Type of Artwork (Check one):

☐ Mural ☐ Sculpture ☐ Other (describe): _____

Proposed Location: _____

Dimensions of Artwork (Height, Width, Depth): _____

Desired Start Date: _____ Total number of days to construct/complete: _____

Project Description:

1. Provide a scaled, color illustration of the proposed artwork.

2. Artists Name _____

3. Artists Phone Number _____ Artists Email: _____

Other work or website (if applicable) _____

4. **For Photography** Estimated Age of Photo: _____

5. Have you ascertained that you have legal rights to use the proposed image or artwork at the proposed location, to include clear copyright permissions, or that this is unique artwork created for this purpose?

☐ Yes ☐ No Name of legal owner (if different than artist): _____

Phone Number: _____

6. Please use the space below to briefly describe the concept, materials, and significance of the artwork.
(attach additional sheets as necessary) _____

4. Please use the space below to briefly describe how the artwork meets at least one of the following objectives (check all that apply):

- ☐ Defines City boundaries or entryways
- ☐ Creates a sense of community, identity, and character
- ☐ Reflects history, heritage, or culture
- ☐ Provides interactive opportunities for the public
- ☐ Enhances economic development
- ☐ Promotes civic engagement
- ☐ Evokes a sense of fun

7. Please use the space below to briefly describe how the artwork aligns with one or more of the following themes (check all that apply):

- ☐ Natural beauty of Buckley
- ☐ Local history (e.g., indigenous heritage, logging, railroads)
- ☐ Interactive elements engaging the public
- ☐ Promotes belonging and community pride

Technical and Compliance Information:

1. Describe the wall surface/cladding and suitability for the artwork (for murals). _____

2. Provide a written explanation of the estimated life expectancy for the materials used. _____

3. Will the artwork include lighting? ☐ Yes ☐ No, If yes, please describe lighting type and proposed installation: _____

4. Will the artwork contain any commercial logos, slogans, or advertising messages? ☐ Yes ☐ No (please review the policy, if yes, the project may not be approved.)
5. Does the artwork contain any electrical or mechanical components? ☐ Yes ☐ No
6. Describe how the artwork will be maintained and who will be responsible for maintenance. _____

7. If on private property, provide a signed statement from the property owner granting permission for the artwork installation.

Required Documents:

- ☐ Complete Application
- ☐ Scaled color illustration of artwork
- ☐ Written concept explanation
- ☐ Artist portfolio (for murals)
- ☐ Maintenance plan
- ☐ Applicable fees (per City Fee Schedule)
- ☐ Property owner consent (if applicable)

Certification:

I certify that the information provided in this application is accurate and complete. I agree to abide by all applicable City of Buckley regulations and understand that any modifications to the approved artwork require prior authorization from the City.

Signature of Applicant: _____ Date: _____

Signature of Property Owner (if applicable): _____ Date: _____

For Official Use Only:

Date Received: _____ Application Status: ☐ Approved ☐ Denied

Comments/Conditions of Approval: _____

City Administrator or Designee: _____ Date: _____



DRAFT – Clean Air Parks Ordinance
Citizens Advisory Commission Meeting
March 17, 2025

Clean Air Parks -

It is unlawful to open and/or use tobacco products including but not limited to cigarettes, vapor electric cigarettes, cigars, pipes or consume any marijuana, marijuana-infused product, or marijuana concentrates (RCW [69.50.445](#)), or any other smoking device in any public park. ~~or on the city's trail system.~~

Enforcement officers shall make a good faith effort to warn persons observed to be in violation of this section before issuing a violation notice. The director shall post signs in appropriate locations advising patrons of this section. Failure to comply with this section shall constitute a civil infraction or a civil violation, subject to the procedures and penalties contained in Chapter 1.12 BMC, and, notwithstanding penalty provisions set forth in other provisions of this chapter, shall not be construed as a misdemeanor.



PARK ENHANCEMENT

Introduction & Overview

Bench for Allan L. Madden

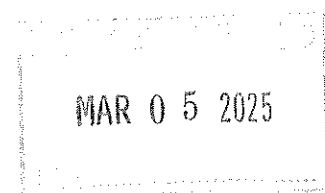
Introduction:

The City of Buckley welcomes donations and enhancement proposals that improve our parks, programs, and facilities. This application serves as the first step in the process for individuals, organizations, and businesses to propose an enhancement project. Enhancements include, but are not limited to, benches, plantings, public art, structures, and monetary donations.

Enhancement Process Overview:

1. **Complete Application:** Complete and submit this Enhancement Request Form.
2. **Initial Review:** For all projects (excluding benches and donations solicited by the City), staff will review the proposal for feasibility, environmental impact, and alignment with City objectives.
3. **Staff Review & Next Steps:** Staff will contact the applicant to outline next steps, which may include:
 - a. Presentation to the Citizens Advisory Commission for review and recommendation.
 - b. Drafting of a Maintenance Agreement, Sponsorship Agreement, or Memorandum of Understanding (if required).
 - o As stated in the Enhancements Program Policy, the City is not responsible for any costs related to privately initiated park enhancements.
 - o The applicant is responsible for all costs associated with drafting required agreements, including legal or administrative fees.
 - c. **Presentation to the City Council** (if required). If the enhancement is not compliant with the adopted PROS Plan or requires a separate agreement, City Council approval is necessary.
4. **Final Approval & Agreement:** Upon approval, the applicant will receive a project timeline and any required agreements.
5. **Implementation & Completion:** Enhancements are installed and maintained per City policies.
 - o The applicant is responsible for all installation, maintenance, and associated fees unless otherwise agreed upon.
 - o The City reserves the right to remove or modify enhancements that become unserviceable or are not maintained as agreed.

For details on the policies governing enhancements, including guidelines and requirements, please refer to the City of Buckley Parks & Recreation Enhancements Policy.





PARK ENHANCEMENT

Permit Application

Date Submitted: March 4th, 2025

Applicant Information:

Name: Melissa Madden Brown Organization (if applicable): -

Phone Number: 253 224 1819 Email: Melissalee1964@gmail.com

Additional Project Contact (if applicable): -

Organization (if applicable): -

Phone Number: - Email: -

Type of Enhancement (select one):

☒ Bench (Commemorative? ☒ Yes ☐ No)

If commemorative, describe how it relates to the local community: Allan L. Madden was a well

known community member. He was born in Buckley in 1933 and graduated
from WRHS in 1951. He was an avid "Man of the Woods" and worked for
Weyerhaeuser for 35+ years. He was known for his foraging of mushrooms
blackberries. He shared them with the whole community. He never missed
Once installed, the bench will be maintained by the City of Buckley for 10 years. Beyond 10 years, the bench
will be maintained until unserviceable. music in the Park or a basketball game.

A replacement opportunity at the end of 10 year, or when unserviceable, will be first offered to the existing donor on record. If the existing donor chooses not to extend the donation, the City will attempt to mail the plaque to the original donor.

☐ Arboreal (Type of plant: _____)

Number of plants: _____

Reason for donation: _____

☐ Permanent Structure/Project (Non-bench)

Description of proposed item(s): _____

Materials proposed (if applicable): _____

Installation (include labor hours and qualified personnel): _____

Please include any images or additional information attached to the application

Project Information:

Preferred Location: _____

Plaque, if applicable, text: _____

Does the project require ongoing maintenance? ☐ Yes ☐ No

What City resources or staff assistance will be needed for the project? _____

Any other information you would like to share about this request? Allan Madden was loved by this community and donated his time and money. His favorite program was "Music in the Park". The family would love a bench close to where the music is played. We know he is still listening.

Thank you!

☒ Bench (estimated \$3,500)- includes purchase of bench, delivery costs, sales tax, concrete (if applicable), installation fees, recognition plaque and administrative costs (12% of total costs) to cover maintenance for the life of the donation. The City will invoice for all associated costs.

☐ All other Donations: Per the enhancement policy approved enhancements become the property of the City, but any associated costs (labor, materials, or maintenance) must be addressed by the applicant through a maintenance agreement, sponsorship agreement, or Memorandum of Understanding (MOU).

Certification:

I certify that the information provided in this application is accurate and complete. I agree to abide by all applicable City of Buckley regulations and understand that any modifications to the approved enhancement require prior authorization from the City.

Signature of Applicant: Melissa Brown Date: 3-4-2025

Signature of Property Owner (if applicable): - Date: -

For Official Use Only:

Application Status: ☐ Approved ☐ Denied

Comments/Conditions of Approval: _____

Location of Installation: _____

City Administrator or Designee: _____ Date: _____

Supplemental Worksheet for all Proposed Permanent Structures/ Projects (excluding benches)

1. Provide a scaled, color illustration and/or plans of the proposed structure/project.
2. Describe the concept, materials, and significance of the structure. _____

3. Is this project or donation part of a program or requirement to fulfill service hours (e.g., school, organization, or community project)? If yes, please provide details about the program or requirement, including any deadlines or specific criteria.

4. How does the proposed project align with the Buckley Parks and Open Space plan?
☐ Beautification ☐ Commemorative of Individual/Family ☐ Community Service
☐ Commemorative of Historical Event/Veterans ☐ Promote Tourism ☐ Other _____
5. Provide a written explanation of the estimated life expectancy for the materials used. _____

6. Will the structure include lighting? ☐ Yes ☐ No, If yes, please describe lighting type and proposed installation: _____

7. Will the structure contain any electrical or mechanical components? ☐ Yes ☐ No
8. Describe how the structure will be maintained and who will be responsible for maintenance. _____

9. Required Permits (if known/ applicable): _____

Required Documents:

- ☐ Complete Application ☐ Complete list of contractors/partners if applicable ☐ Proposed Maintenance plan
☐ Scaled color illustration of structure/project ☐ Applicable fees (per City Fee Schedule)