



# BUCKLEY CITY COUNCIL AGENDA **AMENDED**

Tuesday, April 8, 2025 at 6:00 P.M.

Multi-Purpose Center, 811 Main Street

Next Ordinance #03-25, Next Resolution #25-03, Next Agenda Bill #25-012

Or Via Zoom:

<https://us02web.zoom.us/j/83366597529?pwd=N2hMTmh5eEZ4TGpJd2dpbFp0cnkvdz09>

Call-in Number: 253-215-8782

Meeting ID: 833 6659 7529 Meeting Passcode: 863441

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## A. **CALL TO ORDER**

1. Pledge of Allegiance
2. Roll call
3. Agenda Modifications
4. Announcements, Appointments and Presentations

## B. **PUBLIC COMMENTS** - *Time Limit of Three Minutes* (Citizens wishing to speak are Encouraged to sign up at City Hall by Wednesday prior to the Council Meeting)

## C. **COMMITTEE REPORTS**

- |                        |         |
|------------------------|---------|
| 1. Mayor's Report      | Burkett |
| 2. Planning Commission | Arsanto |

## D. **CONSENT AGENDA**

- a. Engineering Services Proposal for Design of WWTP Magnesium Hydroxide System Improvements
- b. Claims & Payroll

## E. **REGULAR AGENDA**

### 1. **NEW BUSINESS**

- a. Grant Acceptance for the Buckley/Rainier School Water System Consolidation Feasibility Study
- b. Engineering Services Proposal for Amendment 1 – Right of Way Phase-Spruce Street Improvements Project
- c. **Public Art and Murals Application (Buckley Downtown Association)**

## F. **STAFF REPORTS**

## G. **PUBLIC COMMENTS** - *Time Limit of Three Minutes*

## H. **COUNCIL MEMBER COMMENTS & GOOD OF THE ORDER**

## I. **ADJOURNMENT**

## **B. PUBLIC COMMENTS**

## **C. COMMITTEE REPORTS**

## **D. CONSENT AGENDA**





# CITY COUNCIL AGENDA BILL

City of Buckley  
PO Box 1960  
Buckley, WA 98321

| ITEM INFORMATION  |                                   |         |                 |
|---|-----------------------------------|---------|-----------------|
| <b>SUBJECT:</b><br><br><b>Engineering Services Proposal for Design of WWTP Magnesium Hydroxide System Improvements.</b><br><br>Cost Impact: \$89,950.00<br>Fund Source: Fund 405 (Sewer Line Repair & Construction)<br>Timeline: ASAP   | <b>Agenda Date: April 8, 2025</b> |         | <b>AB25-012</b> |
|   | Department/Committee/Individual   | Created | Reviewed        |
|   | Mayor                             |         |                 |
|   | City Administrator                |         |                 |
|   | City Attorney                     |         |                 |
|   | City Engineer                     | X       |                 |
|   | City Clerk                        |         | X               |
|   | Finance Dept                      |         |                 |
|   | Building Official                 |         |                 |
|   | Fire Dept                         |         |                 |
|   | Parks & Recreation                |         |                 |
|   | Building & Planning               |         |                 |
|   | Police Dept                       |         |                 |
|   | Municipal Court                   |         |                 |
|   | PW/Utilities                      | X       |                 |
| <b>Staff Contact:</b> Chris Banks or Dom Miller   |                                   |         |                 |
| <b>Attachments:</b> Letter dated March 24, 2025, includes attached Engineering Services Proposal.   |                                   |         |                 |
| <b>SUMMARY STATEMENT:</b> This is an Engineering Services Proposal for design of improvements to the magnesium hydroxide system at the wastewater treatment plant. The chemical addition stabilizes and controls the pH. The improved system will allow for more onsite storage, better control/monitoring and deliveries via bulk distribution. This project is budgeted for 2025. |                                   |         |                 |
| COMMITTEE REVIEW AND RECOMMENDATION: Development Service- 3/26/2025.  |                                   |         |                 |
| RECOMMENDED ACTION: <b>Move to Approve the Engineering Services Proposal for Design of the Wastewater Treatment Plant Magnesium Hydroxide System Improvements.</b>  |                                   |         |                 |
| RECORD OF COUNCIL ACTION  |                                   |         |                 |
| Meeting Date  | Action                            | Vote    |                 |
|   |                                   |         |                 |
|   |                                   |         |                 |
|   |                                   |         |                 |
|   |                                   |         |                 |



March 24, 2025

Mr. Chris Banks  
Public Services Director  
City of Buckley  
P.O. Box 1960  
Buckley, Washington 98321

SUBJECT: ENGINEERING SERVICES PROPOSAL FOR DESIGN OF WWTP  
MAGNESIUM HYDROXIDE SYSTEM IMPROVEMENTS  
CITY OF BUCKLEY, PIERCE COUNTY, WASHINGTON  
G&O #25204.00

Dear Mr. Banks:

Gray & Osborne has developed this Proposal to provide design engineering services for the Wastewater Treatment Plant Magnesium Hydroxide System Improvements.

The attached Exhibit A defines the Scope of Work for the design phase of the project. The attached Exhibit B includes a breakdown of hours and fees for this work. The estimated cost for completing the Scope of Work is \$89,950.

Thank you for the opportunity to provide this Proposal. Should you concur with this Engineering Services Proposal, please have the authorization executed on the following page and return a copy of this transmittal to me.

Sincerely,

GRAY & OSBORNE, INC.

Dominic J. Miller, P.E.

DJM/sp

cc: Ms. Courtney Brunell, City Administrator, City of Buckley  
Mr. Keith Stewart, P.E., Gray & Osborne, Inc.



Mr. Chris Banks  
March 24, 2025  
Page 2

**CITY OF BUCKLEY – DESIGN ENGINEERING SERVICES FOR  
WWTP MAGNESIUM HYDROXIDE SYSTEM IMPROVEMENTS**

Gray & Osborne, Inc. is hereby authorized to proceed with the engineering services as noted herein and under the terms and conditions of our current General Engineering Services Contract dated September 14, 2011, for a cost not to exceed \$89,950 as noted herein without further specific written and additional authorization from the City.

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## **EXHIBIT A**

### **SCOPE OF SERVICES**

#### **CITY OF BUCKLEY WASTEWATER TREATMENT PLANT MAGNESIUM HYDROXIDE SYSTEM IMPROVEMENTS**

#### **PROJECT UNDERSTANDING**

The City of Buckley (City) owns, operates, and manages wastewater infrastructure in the City of Buckley, in Pierce County, Washington. Facilities include wastewater collection piping and appurtenances as well as a Wastewater Treatment Plant (WWTP). All of these facilities provide wastewater collection and treatment for the City's service area, which includes both the existing City limits as well as the future Urban Growth Area (UGA).

The WWTP provides wastewater treatment to produce high quality effluent, which is then discharged to the White River, a tributary of the Puyallup River. The WWTP is a secondary treatment facility and utilizes mechanical screening, oxidation ditch, secondary clarifier, and ultraviolet disinfection technology for treatment. Solids are dewatered via a belt filter press prior to hauling to a secondary facility for land-application/disposal.

As part of the treatment process, the WWTP staff add magnesium hydroxide to the influent wastewater in order to stabilize and control the pH. Currently, the WWTP store up to 1,000 gallons of magnesium hydroxide in a small plastic tank, then pump the solution from the tank to the injection location immediately downstream of the influent Parshall flume. The WWTP has a Contract with a chemical vendor for chemical delivery, and also rents the existing storage tank from this same vendor. Currently, the City pays approximately \$0.45 per pound of product, a cost that does not include tank rental fees/rates.

The City is interested in expanding these chemical facilities to allow more onsite storage, fewer deliveries, better control/monitoring of stored chemical volume, and chemical deliveries via bulk distribution. Through this delivery method, the City estimates the cost for this chemical solution will decrease to approximately \$0.25 per pound of product. Furthermore, the ongoing tank rental fees will be eliminated.

The City has asked that Gray & Osborne assist with the research and design for these magnesium hydroxide improvements. Generally, the project will include the following components.

- Site visit to WWTP to gather field information and discuss the project with WWTP staff.



- Research and review of existing processes.
- Development of Engineering Documents to allow for public bidding of the project by Public Works Contractors.
- Bid and award assistance as needed for City staff.

Gray & Osborne is pleased to provide the following detailed design services for this project.

## **SCOPE OF WORK**

### **Task 1 – Project Management**

For this Task, services will include, but not be limited to, the following.

- A. Overall project management and oversight of the work.
- B. Procurement of sufficient staff resources to dedicate to the project.
- C. Management and control of project budget and schedule.
- D. Management of monthly progress reports and invoices.
- E. Management and facilitation with any City Subconsultants.
- F. Coordination of the project with the City.

#### Deliverables

- Monthly progress reports and invoices.

#### Assumptions

- None.

### **Task 2 – Influent Sampler Investigation**

For this Task, services will include, but not be limited to, the following.

- A. Investigation – WWTP staff have indicated that on select dates, influent Total Suspended Solids (TSS) values have increased to concentrations significantly higher than typical values. Gray & Osborne will investigate

the current conditions, sampling methods, historical data, and operational parameters that surround these spikes in an attempt to identify a cause.

B. Summary and Recommendations Report – After our initial investigation, we will summarize our findings in a brief technical memorandum. The technical memorandum will include the following components.

1. Brief description of influent sampling equipment and protocols.
2. Brief summary of historical data and other pertinent findings.
3. Brief summary of findings and description of our assessment.
4. Identification of potential causes for high TSS values.
5. Identification of up to three alternatives to address these high TSS values.
6. Recommendations for any modifications and/or investigative next steps.

#### Deliverables

- Draft technical memorandum (pdf).
- Final technical memorandum (pdf).

#### Assumptions

- This assessment is intended to be a high-level analysis only, and is intended to guide the next steps for WWTP staff. It is not intended to be an all-inclusive investigation/pre-design engineering report.
- An estimation of the cost for any alternatives will be provided. This will include a singular cost value only and will not include an itemized, budgetary cost estimate.
- Engineering design for any recommendations made within the technical memorandum are specifically excluded from Task 3. If additional engineering design services are requested by City Staff, the cost for these services can be included in a future Contract Addendum.

### **Task 3 – Engineering Design**

For this Task, services will include, but not be limited to, the following.

- A. Preparation of Plans, Specifications, Contract Documents, and Cost Estimates for magnesium hydroxide system improvements.
  - 1. Contract Documents will be prepared in a format suitable for public bidding, including Plans, Specifications, and Cost Estimates with City review at the 50 percent and 90 percent design stages.
  - 2. 50 Percent design submittal will include, but not be limited to, the following.
    - i. General, Mechanical, and Structural Sheets.
    - ii. Electrical One-Line Diagram.
    - iii. Electrical Modification Plan.
    - iv. Draft Specifications.
    - v. Project Cost Estimate.
  - 3. 90 Percent design submittal will include, but not be limited to, the following.
    - i. Draft Contract Plans.
    - ii. Draft Contract Document with Technical Specifications.
    - iii. Draft Engineers Cost Estimate.
  - 4. 100 Percent design submittal will include, but not be limited to, the following.
    - i. Final Contract Plans.
    - ii. Final Contract Document with Technical Specifications.
    - iii. Engineers Cost Estimate.

B. Project Description

1. At this point in time, the engineering design will be based on the following project assumptions.
  - i. Magnesium Hydroxide Storage Tank
    - HDPE or FRP materials.
    - A 4,000 to 6,000 gallon final volume.
    - Full draining design.
    - Installation atop an engineered concrete pad. Pad will include accommodations to allow full draining.
    - No cold weather package will be provided.
    - Stored outside in direct contact with direct exposure to rain, weather, and sunshine.
    - Located at/near the southwest corner of the existing Headworks Building.
  - ii. Chemical Pumping
    - Simplex, pre-packaged pump skid.
    - Appropriately-sized peristaltic pump (Watson Marlow).
    - Spare pump to be provided by Contractor and stored by the Owner.
    - Metering skid to be installed outside of the Headworks Building within a heated, fiberglass enclosure, all resting atop an engineered concrete pad. Installation location will be near proposed tank.



iii. Piping

- New piping shall be type 304/316 stainless-steel.
- Piping will be installed with heat trace and insulation.
- Existing chemical injection location will be re-utilized.

iv. Electrical/Telemetry

- Existing electrical service will be re-utilized.
- Additional desired signals/telemetry.
  - Pump running/not running.
  - Pump flow rate.
  - Tank solution level.
  - Low chemical solution level alarm.
- Quality Controls Corporation (QCC) will be sole-sourced for panels/telemetry/SCADA modifications. Their Cost Proposal for the work will be included as a line item in the Proposal.

Deliverables

- 50 Percent design deliverable.
  - Plans, Specifications, and Cost Estimates (pdf).
- 90 Percent design deliverable.
  - Plans, Specifications, and Cost Estimates (pdf).
- 100 Percent design deliverable.
  - Plans, Specifications, and Cost Estimates (pdf).

### Assumptions

- Field survey is specifically excluded from this Scope of Work.
  - A tape-measure survey will be completed by engineering staff in order to complete the work.
  - City shall provide AutoCAD files for area, if available.
- Construction management services are specifically excluded from this Scope of Work.
- Engineering design includes up to two site visits by a Project Manager and/or Project Engineer.
- The City shall provide record drawings and/or any other documentation required (if available), to facilitate project design.
- The City will return deliverable review comments within 14 calendar days of receipt.
- Project will be bid via the MRSC Small Works Roster project guidelines.
  - The City will complete and manage distribution of the documents and associated correspondence.
- Gray & Osborne will use our standard Small Works Roster General Conditions, Contract forms, and 16-Chapter CSI Specification formats.
  - This is consistent with previous projects completed by Gray & Osborne for the City.
- Project Documents will be available for viewing/download on our GoBids website.
- See previous Task description for project engineering assumptions.

### **Task 4 – Permit Application and Documentation**

For this Task, services will include, but not be limited to, the following.

- A. Preparation of Plans, Specifications, and Cost Estimate (as required) for submittal to permitting agency.

- B. Attendance at up to two meetings (1 hour each) with Permitting and/or City staff to discuss Permit specifics.

#### Deliverables

- Preliminary permit deliverable.
  - Plans, Specifications, and Cost Estimates (pdf).
  - Structural calculation package.
  - Other documents according to City of Buckley requirements.
- Final permit deliverable.
  - Plans, Specifications, and Cost Estimates (pdf).
  - Structural calculation package.
  - Other documents according to City of Buckley requirements.
  - Preliminary deliverable comment response letter, as required (pdf).

#### Assumptions

- Up to the following permits are assumed.
  - City of Buckley Building Permit.
  - City of Buckley Clearing and Grading Permit.
- The following Permits/Documents are not included in this Scope of Work.
  - Department of Ecology review/approval.
  - Stormwater evaluation/Technical Information Report.
  - Mechanical Permit and/or Energy Code Compliance.

## **Task 5 – Bid and Award Support**

For this Task, services will include, but not be limited to, the following.

- A. Coordinate with City for distribution of correspondence for project advertisement.
- B. Coordinate advertisement with Papers of Record, as necessary.
- C. Host Bidding Documents on the GoBids website for viewing/download.
- D. Answer bidder questions.
- E. Prepare Contract Addenda, as necessary.
- F. Coordinate and facilitate project bid opening.
- G. Review bids and apparent low bidder qualifications.
- H. Prepare bid tabulation.
- I. Prepare Recommendation to Award Letter.

### Deliverables

- Construction Addenda (if required).
- Bid Summary.
- Contractor Verification Checklist.
- Recommendation to Award Letter.

### Assumptions

- City will be billed directly for bid advertisement, if necessary.
- Up to two Construction Addenda are assumed.
- Gray & Osborne will attend bid opening if desired by the City.

## **Task 6 – Quality Assurance/Quality Control**

For this Task, services will include, but not be limited to, the following.

- A. Oversight of two in-house quality assurance/quality control meetings at Gray & Osborne’s Seattle office during the course of the project. The meetings will include senior project staff and select design team members.
  - 1. Meetings will take place prior to the 50 percent and 90 percent design deliverable milestones.
- B. Ensure incorporation of relevant recommendations and suggestions into Bid/Construction Documents resulting from quality assurance/quality control reviews.

### Deliverables

- None.

### Assumptions

- None.

## **PROJECT SCHEDULE**

The anticipated project schedule for this Scope of Work is as follows.

|   |                |
|---|----------------|
| Notice to Proceed .....                   | April 2025     |
| 50 Percent Design Submittal.....          | June 2025      |
| 90 Percent Design Submittal.....          | August 2025    |
| Anticipated Advertisement date.....       | September 2025 |
| Anticipated Construction Start.....       | December 2025  |
| Anticipated Construction Completion ..... | May 2026       |

## **BUDGET**

Based on the aforementioned Scope of Work, the fee for design services is estimated at \$89,950, as shown in the attached Exhibit B.



## EXHIBIT B

### ENGINEERING SERVICES SCOPE AND ESTIMATED COST

#### *City of Buckley - Wastewater Treatment Plant Magnesium Hydroxide System Improvements*

| Tasks                                   | Principal Hours | Project Manager Hours | Project Engineer Hours | Structural Engineer Hours | Electrical Engineer Hours | Engineer-In-Training Hours | AutoCAD Technician Hours |
|---|-----------------|-----------------------|------------------------|---------------------------|---------------------------|----------------------------|--------------------------|
| 1 Project Management                    |                 | 4                     |                        |                           |                           |                            |                          |
| 2 Influent Sampler Investigation        | 4               | 8                     | 16                     |                           |                           | 20                         | 16                       |
| 3 Engineering Design                    |                 |                       |                        |                           |                           |                            |                          |
| A. 50 Percent Design Submittal          | 1               | 8                     | 16                     | 4                         | 16                        | 8                          | 56                       |
| B. 90 Percent Design Submittal          | 2               | 12                    | 32                     | 8                         | 32                        | 8                          | 60                       |
| C. 100 Percent Design Submittal         | 1               | 8                     | 16                     | 4                         | 16                        | 8                          | 56                       |
| 4 Permit Application & Documentation    |                 | 2                     | 4                      | 4                         | 2                         | 2                          | 2                        |
| 5 Bid and Award Services                | 1               | 4                     | 4                      | 1                         | 1                         |                            | 8                        |
| 6 Quality Assurance/Quality Control     | 6               | 6                     | 6                      | 4                         | 4                         |                            |                          |
| Hour Estimate:                          | 15              | 52                    | 94                     | 25                        | 71                        | 46                         | 198                      |
| Fully Burdened Billing Rate Range:*     | \$165 to \$265  | \$148 to \$265        | \$130 to \$200         | \$125 to \$232            | \$125 to \$232            | \$105 to \$180             | \$65 to \$180            |
| Estimated Fully Burdened Billing Rate:* | \$230           | \$205                 | \$195                  | \$220                     | \$220                     | \$140                      | \$150                    |
| Fully Burdened Labor Cost:              | \$3,450         | \$10,660              | \$18,330               | \$5,500                   | \$15,620                  | \$6,440                    | \$29,700                 |

Total Fully Burdened Labor Cost: \$ 89,700

Direct Non-Salary Cost:

Mileage & Expenses (Mileage @ current IRS rate) \$ 250

**TOTAL ESTIMATED COST: \$ 89,950**

\* Actual labor cost will be based on each employee's actual rate. Estimated rates are for determining total estimated cost only. Fully burdened billing rates include direct salary cost, overhead, and profit.

|  |                                    |               |                         |
|--|------------------------------------|---------------|-------------------------|
| <b>CITY OF BUCKLEY</b>                                 |                                    |               |                         |
| <b>Payroll and Claims/Treasurer Checks -March 2025</b> |                                    |               |                         |
| <b>April 8, 2025 Council Meeting</b>                   |                                    |               |                         |
|  |                                    |               |                         |
|  |                                    |               |                         |
|  |                                    |               |                         |
| <b>FUND #</b>  | <b>FUND NAME</b>                   | <b>AMOUNT</b> | <b>ITEM</b>             |
| 001  | General Fund                       | \$ 431,743.41 | Payroll                 |
|  |                                    | \$ 161,173.34 | Claims/Treasurer Checks |
| 003  | GF Cumulative Reserve              | \$ -          | Claims/Treasurer Checks |
| 004  | Cemetery                           | \$ -          | Claims/Treasurer Checks |
| 007  | Police Equip. Maintenance Reserve  | \$ -          | Payroll                 |
|  |                                    | \$ 6,410.79   | Claims/Treasurer Checks |
| 008  | Railroad ROW                       | \$ 2,677.05   | Payroll                 |
|  |                                    | \$ -          | Claims/Treasurer Checks |
| 030  | Fire Equipment & EMS Reserve       | \$ -          | Claims/Treasurer Checks |
| 035  | Park Construction                  | \$ -          | Claims/Treasurer Checks |
| 101  | Street Operations                  | \$ 5,007.21   | Payroll                 |
|  |                                    | \$ 9,576.62   | Claims/Treasurer Checks |
| 102  | Street Capital Improvement         | \$ -          | Claims/Treasurer Checks |
| 103  | Transportation Benefit District    | \$ -          | Claims/Treasurer Checks |
| 105  | EMS                                | \$ 25,408.47  | Payroll                 |
|  |                                    | \$ 31,558.60  | Claims/Treasurer Checks |
| 109  | Criminal Justice                   |               | Payroll                 |
|  |                                    |               | Claims/Treasurer Checks |
| 134  | Fire Dept Facility Maint & Cap Imp | \$ 1,713.28   | Claims/Treasurer Checks |
| 136  | Visitor Promotion                  | \$ 1,105.16   | Claims/Treasurer Checks |
| 202  | Fire Station Construction Bond     | \$ -          | Claims/Treasurer Checks |
| 307  | Capital Improvement                | \$ 334,729.25 | Claims/Treasurer Checks |
| 308  | Comp Plan Capital Improvements     |               | Payroll                 |
|  |                                    | \$ 46,090.92  | Claims/Treasurer Checks |
| 401  | Natural Gas Operations             | \$ -          | Claims/Treasurer Checks |
| 402  | Water Sewer Operations             | \$ 122,801.94 | Payroll                 |
|  |                                    | \$ 61,476.47  | Claims/Treasurer Checks |
| 403  | Solid Waste                        | \$ -          | Claims/Treasurer Checks |

| FUND #    | FUND NAME                            | AMOUNT        | ITEM                          |
|-----------|--------------------------------------|---------------|-------------------------------|
| 405       | Sewer Construction                   | \$ -          | Claims/Treasurer Checks       |
| 406       | Water Construction                   | \$ 118,151.53 | Claims/Treasurer Checks       |
| 407       | Storm Drain Operation & Maint        | \$ 26,507.71  | Payroll                       |
|           |                                      | \$ 6,513.84   | Claims/Treasurer Checks       |
| 408       | Stormwater Construction              | \$ 16,865.88  | Claims/Treasurer Checks       |
| 430       | Utility Equipment Reserve            | \$ -          | Claims/Treasurer Checks       |
| 631       | Municipal Court Trust                | \$ -          | Claims/Treasurer Checks       |
| 632       | Custodial Activities                 | \$ 10,343.14  | Claims/Treasurer Checks       |
|           | Total Payroll                        | \$ 614,145.79 |                               |
|           | Total Claims & Treasurer Checks      | \$ 805,708.82 |                               |
|           | Date Approved by Council -           |               | Finance Director, Sandi Hines |
| Payroll = | March- mid-month draw & end of month |               |                               |
| Claims =  | March - all batches                  |               |                               |



## **D. REGULAR AGENDA**



# CITY COUNCIL AGENDA BILL

City of Buckley  
PO Box 1960  
Buckley, WA 98321

| ITEM INFORMATION   |                                   |         |                 |
|--|-----------------------------------|---------|-----------------|
| <b>SUBJECT:</b><br><br><b>Grant Acceptance for the Buckley/Rainier School Water System Consolidation Feasibility Study</b><br><br>Cost Impact: \$50,000<br>Fund Source: Department of Health (DOH)<br>Timeline: 2025   | <b>Agenda Date: April 8, 2025</b> |         | <b>AB25-013</b> |
|  | Department/Committee/Individual   | Created | Reviewed        |
|  | Mayor                             |         | X               |
|  | City Administrator                |         | X               |
|  | City Attorney                     |         | X               |
|  | City Engineer                     | X       |                 |
|  | City Clerk                        |         | X               |
|  | Finance Dept                      |         |                 |
|  | Building Official                 |         |                 |
|  | Fire Dept                         |         |                 |
|  | Parks & Recreation                |         |                 |
|  | Building & Planning               |         |                 |
|  | Police Dept                       |         |                 |
|  | Municipal Court                   |         |                 |
|  | PW/Utilities                      | X       |                 |
| <b>Staff Contact:</b> City Engineer, Dom Miller or Public Service Director, Chris Banks  |                                   |         |                 |
| <b>Attachments:</b> Grant Acceptance Letter and Scope of Work  |                                   |         |                 |
| SUMMARY STATEMENT: The City of Buckley plans to explore the feasibility of consolidating their water system with the Rainier School water system. Rainier School currently operates its campus distribution system, its Well 5, Buckley Wells 2 and 4, the Buckley Treatment Plant, and the Buckley Reservoir. Buckley currently operates its city water distribution system, its South Prairie Creek Diversion, its Water Transmission Main, its Well 1 (Naches) and its Wells 6 and 7 (Trail Wells). The consolidation study will investigate the feasibility of the City of Buckley operating the wells and treatment systems, with alternatives for the Rainier School campus distribution system. |                                   |         |                 |
| COMMITTEE REVIEW AND RECOMMENDATION: Development Services Committee meeting. 3/25/25   |                                   |         |                 |
| RECOMMENDED ACTION: MOVE to Approve Grant Acceptance for the Buckley/Rainier School Water System Consolidation Feasibility Study.  |                                   |         |                 |
| RECORD OF COUNCIL ACTION   |                                   |         |                 |
| Meeting Date   | Action                            | Vote    |                 |
|  |                                   |         |                 |
|  |                                   |         |                 |
|  |                                   |         |                 |
|  |                                   |         |                 |



STATE OF WASHINGTON  
DEPARTMENT OF HEALTH  
OFFICE OF DRINKING WATER

101 Israel Road Southeast • PO Box 47822 • Olympia, Washington 98504-7822

March 6, 2025

Beau Burkett, Mayor  
PO Box 1960  
Buckley, WA 98321  
[bburkett@cityofbuckley.com](mailto:bburkett@cityofbuckley.com)

SUBJECT: Buckley/Rainier School Water System Consolidation Feasibility Study  
Application 2024-4371, Contract #GVL31405

Dear Mayor Burkett:

Congratulations! Your 2024 DWSRF Consolidation Grant application has been selected to receive funding. The current Consolidation Grant Guidelines are posted and available on our [website](#).

I'll be in contact soon to begin negotiating the scope of work and contract for this project.

Please feel free to contact me at (360) 236-4294 or at [rachel.paris@doh.wa.gov](mailto:rachel.paris@doh.wa.gov) if you have any questions regarding your application or the review process. I look forward to working with you.

Sincerely,

*Rachel Paris*

Rachel Paris, Contract Manager

cc: Jocelyne Gray, DOH HQ Engineer  
Carol Stuckey, DOH Regional Engineer  
Crystal Nuno, DOH Regional Planner

**ATTACHMENT I:**  
**PROJECT SCOPE OF WORK**

**2024 Consolidation Feasibility Study Grant**

**Project Title and Application Number:** Buckley/Rainier School Water System Consolidation Feasibility Study, 2024-4371

**PURPOSE:**

Complete a consolidation feasibility study for the City of Buckley, PWSID 09000, to consolidate the Rainier School Water System, PWSID 70850.

**Background/General Information:**

Rainier School is served by a well and distribution system. The school manages two wells, a water treatment plant, and a storage tank owned by the city. The City of Buckley manages a surface water intake, three wells, a transmission main, and its distribution system.

**Funding for this project will not be used for any construction or ground disturbing activities.**

**Contract Administration:**

The project's scope of work is comprised of the following activities:

| <b>TASK/ACTIVITY:</b>   | <b>DELIVERABLES:</b>   | <b>ESTIMATED DUE DATE/COST:</b>  |
|---|--|--|
| <b>Task 1: Consolidation</b> Feasibility Study submitted to Northwest Regional Operations | Draft report or review<br><br>Final report for review and approval | July 31, 2026<br><br>March 31, 2027<br><br>Not to exceed \$50,000 (including administrative costs) |



|   |  |  |
|---|--|--|
| <b>Administration</b><br>The quarterly progress reports should document project accomplishments, existing and potential problem areas, suggestions for improvements, and any desired outcomes achieved. Reports should be a few paragraphs long with sufficient detail for DOH to understand the relative progress of the project since the last reporting period. The last quarterly report serves as the final report and should include summary information about the project. | Submit quarterly reports to contract manager.  | Quarterly reports are due the last working day of each quarter<br><br>Not to exceed \$5,000 of project total |
| <b>PAYMENT:</b>   | DOH will provide reimbursement to the City of Buckley based on approval of quarterly reports and required deliverables. The City of Buckley will provide an hourly accounting of time spent for each task in support of invoice.<br><br>The contractor (City of Buckley) is responsible for tracking all project expenditures as related to this contract, and for maintaining these records.<br><br>DOH will withhold 10 percent of the total funding amount (\$5,000) until the project is successfully completed and all deliverables are received and approved by DOH. |  |
| <b>Total Consideration for this contract not to exceed:</b>   |  | <b>\$50,000</b>  |

The project will be considered complete when all the activities identified in the above scope of work are complete.

Project Performance Measures:

- Draft report for task 1.
- Meeting minutes for any public outreach event.
- Final feasibility study with Northwest Regional Office of Drinking Water approval.

**Project End Date:** Two years from contract execution. All deliverables need to be submitted prior to the end of the contract for review and approval. Work performed after the contract expires is not eligible for reimbursement.



# CITY COUNCIL AGENDA BILL

City of Buckley  
PO Box 1960  
Buckley, WA 98321

| ITEM INFORMATION   |                                    |         |                 |
|--|------------------------------------|---------|-----------------|
| <b>SUBJECT:</b><br><br><b>Engineering Services Proposal for Amendment 1-Right of Way Phase-Spruce Street Improvements Project</b>  | <b>Agenda Date:</b> April 8, 2025, |         | <b>AB25-014</b> |
|  | Department/Committee/Individual    | Created | Reviewed        |
|  | Mayor                              |         |                 |
|  | City Administrator                 |         |                 |
|  | City Attorney                      |         |                 |
|  | City Engineer                      | X       |                 |
|  | City Clerk                         |         | X               |
|  | Finance Dept                       |         |                 |
|  | Building Official                  |         |                 |
|  | Fire Dept                          |         |                 |
|  | Parks & Recreation                 |         |                 |
|  | Building & Planning                |         |                 |
|  | Police Dept                        |         |                 |
|  | Municipal Court                    |         |                 |
|  | PW/Utilities                       | X       |                 |
| <b>Staff Contact:</b> Dom Miller   |                                    |         |                 |
| <b>Attachments:</b> Engineering Professional Service Agreement   |                                    |         |                 |
| <b>SUMMARY STATEMENT:</b> This is an Engineering Services Proposal for the right of way phase of the Spruce Street Improvement Project. This work is for preparation of Temporary Construction Permits, Right of Way Acquisition, and Permanent Easements. |                                    |         |                 |
| <b>COMMITTEE REVIEW AND RECOMMENDATION:</b> Development Services Committee- 3/25/25  |                                    |         |                 |
| <b>RECOMMENDED ACTION:</b> Move to Approve the Engineering Services Proposal for the right of way phase of Spruce Street Improvements Project.   |                                    |         |                 |
| RECORD OF COUNCIL ACTION   |                                    |         |                 |
| Meeting Date   | Action                             | Vote    |                 |
|  |                                    |         |                 |
|  |                                    |         |                 |
|  |                                    |         |                 |
|  |                                    |         |                 |



January 31, 2025

Ms. Courtney Brunell  
City Administrator  
City of Buckley  
P.O. Box 1960  
Buckley, Washington 98321

SUBJECT: ENGINEERING SERVICES PROPOSAL FOR AMENDMENT 1 –  
RIGHT-OF-WAY PHASE, SPRUCE STREET IMPROVEMENTS  
PROJECT  
CITY OF BUCKLEY, PIERCE COUNTY, WASHINGTON  
G&O #24231.00

Dear Ms. Brunell:

Gray & Osborne has developed this proposal to provide engineering services for the right-of-way phase of the Spruce Street Improvements Project.

The attached Exhibit A defines the scope of work for the permanent easements, temporary construction permits (TCPs), and right-of-way acquisition for the project. The attached Exhibit B includes a breakdown of hours and fees this work. The estimated cost for completing the scope of work is \$25,250.

Thank you for the opportunity to provide this proposal. Should you concur with this engineering services proposal, please execute the authorization on the following page and return a copy of this transmittal to me.

Sincerely,

GRAY & OSBORNE, INC.

Dominic J. Miller, P.E.

DJM/sr  
Encl.

cc: Mr. Chris Banks, Public Works Director, City of Buckley



Ms. Courtney Brunell

January 31, 2025

Page 2

**CITY OF BUCKLEY – AMENDMENT 1 – RIGHT-OF-WAY PHASE  
ENGINEERING SERVICES FOR SPRUCE STREET IMPROVEMENTS  
PROJECT**

Gray & Osborne, Inc. is hereby authorized to proceed with the engineering services as noted herein and under the terms and conditions of our current General Engineering Services Contract dated September 14, 2011, for a cost not to exceed \$25,250 as noted herein without further specific written and additional authorization from the City.

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**EXHIBIT A**  
**SCOPE OF WORK**  
**CITY OF BUCKLEY**  
**SPRUCE STREET IMPROVEMENTS**  
**AMENDMENT 1 – RIGHT-OF-WAY PHASE**

**RIGHT-OF-WAY TASKS**

**Task 12 – Right-of-Way Acquisition and Permanent Easement Acquisition Documents Legal Descriptions and Exhibits**

- A. Order eight Title Reports for the properties abutting the west side of the project.
- B. Confirm property lines and prepare eight legal descriptions and exhibits for the proposed permanent easements located along the east side of the eight parcels that abut the west side of the project on Spruce Street. No easement staking is included.
- C. Prepare one legal description and exhibit for the proposed right-of-way acquisition located along the north side of 1497 Main Street. No right-of-way staking is included.
- D. Prepare a Quit Claim deed for the one proposed right-of-way acquisition.
- E. Prepare eight Permanent Easement documents.

**Task 13 – Prepare Temporary Construction Permits (TCPs) and Exhibits**

- A. Prepare fourteen TCP forms, legal descriptions and exhibits for the fourteen parcels that abut the property for driveway regrading. Use the eight Title Reports ordered in Task 12 and use the Pierce County Assessor website for the remaining legal descriptions.
- B. Prepare a letter for each of the fourteen Property Owners describing the project and requesting that they sign the TCEs.

**Task 14 – Prepare Right-of-Way Acquisition and Permanent Easement Funding Estimate**

- A. Prepare a right-of-way funding estimate for the one proposed right-of-way acquisition and eight proposed permanent easements along the west side of the project. Use the Pierce County Assessor's website for the land value per square foot. No market analysis is included. No appraisals are included. Use the Washington State Department of Transportation (WSDOT) Right-of-Way Funding Estimate spreadsheet for the estimate.

**BUDGET**

The maximum amount payable to the Engineer for completion of work associated with this Scope of Work, including contingencies, salaries, overhead, direct non-salary costs, and net fee is set forth in the attached Exhibit B. This amount will not be exceeded without prior written authorization of the City.

## EXHIBIT B

### ENGINEERING SERVICES SCOPE AND ESTIMATED COST

#### *City of Buckley- Spruce Street Improvements - Amendment 1 - Right-of-Way Phase*

| Tasks   | Principal/<br>Project<br>Manager<br>Hours | Engineer-in-<br>Training<br>Hours | AutoCAD<br>Technician<br>Hours | Professional<br>Land<br>Surveyor<br>Hours |
|---|---|-----------------------------------|--------------------------------|---|
| 12 Right-of-Way Acquisition and Permanent Easement Acquisition Documents with Legal Descriptions and Exhibits | 8   |                                   |                                | 44  |
| 13 Prepare Temporary Construction Easements (TCE's) and Exhibits  | 2   | 42                                | 28                             |   |
| 14 Prepare Right-of-Way Acquisition and Permanent Easement Funding Estimate                                   | 1   | 8                                 |                                |   |
|   |   |                                   |                                |   |
| Hour Estimate:  | 11  | 50                                | 28                             | 44  |
| Estimated Fully Burdened Billing Rate:  | \$240                                     | \$142                             | \$123                          | \$204                                     |
| Fully Burdened Labor Cost:  | \$2,640                                   | \$7,100                           | \$3,444                        | \$8,976                                   |

Subtotal Fully Burdened Labor Cost: \$ 22,160

Direct Non-Salary Cost:  
Title Reports \$ 3,090

**TOTAL ESTIMATED COST \$ 25,250**

\* Actual labor cost will be based on each employees actual rate, estimated rates are for determining total estimated cost only. Fully burdened rates include direct salary cost, overhead and profit.



# CITY COUNCIL AGENDA BILL

City of Buckley  
PO Box 1960  
Buckley, WA 98321

| ITEM INFORMATION  |                                   |         |                 |
|---|-----------------------------------|---------|-----------------|
| <b>SUBJECT:</b><br><br><b>Public Art Application Review<br/>(Buckley Downtown Association)</b>  | <b>Agenda Date: April 8, 2025</b> |         | <b>AB25-015</b> |
|   | Department/Committee/Individual   | Created | Reviewed        |
|   | Mayor                             |         | X               |
|   | City Administrator                |         | X               |
|   | City Attorney                     |         |                 |
|   | City Engineer                     |         |                 |
|   | City Clerk                        | X       | X               |
|   | Finance Dept                      |         |                 |
|   | Building Official                 |         |                 |
|   | Fire Dept                         |         |                 |
|   | Parks & Recreation                |         | X               |
|   | Building & Planning               |         |                 |
| Cost Impact: N/A  | Police Dept                       |         |                 |
| Fund Source: N/A  | Municipal Court                   |         |                 |
| Timeline: Continuous  | PW/Utilities                      |         |                 |
| <b>Staff Contact:</b> Erin Snodgrass (Director of Parks & Recreation)   |                                   |         |                 |
| <b>Attachments:</b> Memo and Application  |                                   |         |                 |
| SUMMARY STATEMENT: At the April 1, Study Session, Council reviewed the Public Art Application that was submitted by the Buckley Downtown Association. This is the finalize the approval of the application. |                                   |         |                 |
| COMMITTEE REVIEW AND RECOMMENDATION:  |                                   |         |                 |
| RECOMMENDED ACTION: <b>MOVE to Approve the Public Art Application submitted by the Buckley Downtown Association for "People on the Plateau Photo Series: Kempinski Drugstore."</b>                          |                                   |         |                 |
| RECORD OF COUNCIL ACTION  |                                   |         |                 |
| Meeting Date  | Action                            | Vote    |                 |
|   |                                   |         |                 |
|   |                                   |         |                 |
|   |                                   |         |                 |
|   |                                   |         |                 |





TO: City Council  
FROM: Erin Snodgrass, Parks & Recreation Director  
DATE: April 1, 2025  
SUBJECT: Public Art Application Review

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## Overview

The Citizens Advisory Commission reviewed the application for the *People on the Plateau Series: Kempinski Drugstore* during its March 17<sup>th</sup> meeting. The commission evaluated the proposal based on its alignment with the Public Art Policy adopted July 2024 and recommends approval with one minor revision: updating the project signage to replace the word “cleaning” with “dry cleaning” for clarity.

## Background

In July 2024, the City of Buckley adopted its Public Art Policy. Since then, the Citizens Advisory Commission has been working to establish a thorough and reasonable process for implementing this policy. The “People on the Plateau Series: Kempinski Drugstore” is the first application to be reviewed under this framework.

## Project Summary

The *People on the Plateau Series: Kempinski Drugstore* is a public art project proposed by the Buckley Downtown Association. The installation will feature a historical metal-printed photograph mounted on the east exterior brick wall of 691 Main Street, facing Cedar Street. This will be the first in a planned series of historical photo displays throughout downtown Buckley.

The project aims to celebrate Buckley’s rich history while fostering community pride, a sense of belonging, and cultural appreciation. By linking the city’s past to its present, the series will enhance public spaces and contribute to the vibrancy of the downtown area. The historical photograph selected for this installation, included in the attached application, reflects Buckley’s local heritage and historical businesses.

## Next Steps

A copy of the adopted policy and the application are included in the council packet for reference. This item is scheduled for approval by the council at the April 8<sup>th</sup> meeting.

### **Public Art Policy – (City owned properties)**

The purpose of this policy is to provide a process for selecting and installing public artwork that defines City boundaries and entryways; creates a sense of community identity and character; reflects the City's history, heritage, values, and culture; makes the community more livable and enjoyable; and, celebrates the value, benefit, and contribution of art to our society.

The City will periodically acquire pieces of art to enrich our community, promote art appreciation, and enhance the aesthetics of our City. The Council retains final authority on the selection and placement of all art to be located in public rights-of-way and city-owned properties within Buckley. It is the intent of this policy that all art placed in the public rights-of-way, or placed on City-owned property be tasteful, non-controversial, and non-offensive.

1. Selections of public art should accomplish one or more of the following objectives:
  - a. Define City boundaries or entryways into the community
  - b. Create a sense of community, identity, and character
  - c. Reflect the City's history, heritage, community values and culture
  - d. Provide interactive opportunities for the general public
  - e. Provide a pleasing living, working, and playing environment
  - f. Enhance economic development and attract visitors
  - g. Be sustainable through maintenance and operation costs
  - h. Create opportunities for civic engagement
  - i. Evoke a sense of fun.
2. Themes for public art should reflect one or more of the following ideas:
  - a. The natural beauty of the City, as reflected in our surroundings to nature.
  - b. The history of our community as reflected through indigenous heritage, logging industry, railroad, or other topics of local importance.
  - c. Contain Interactive elements to engage the public.
  - d. Promote belonging and community pride.
3. Public art should be placed at the following locations to compliment or enhance the surroundings:
  - a. Medians on arterial streets identifying entrances into the City
  - b. Activity hubs such as business districts, commerce centers, and residential areas
  - c. Roundabouts or traffic devices to compliment or enhance the natural landscaping of trees, shrubbery and bushes
  - d. City-owned civic buildings and grounds.
  - e. Parks, trails, and publicly owned spaces

- f. Utility structures maintained by the City to include, but not limited to, utility boxes, poles, sidewalks, and maintenance hole covers

**Procedure:**

1. City staff maintain a catalogue existing art pieces, which identify the artist, the location of the art piece and the purchase cost. The catalogue includes a map representing the locations of existing pieces.
2. City staff maintain a map representing the locations of existing art pieces.
3. City staff develop a list identifying locations to place art pieces over a six-year period and provide revisions to the list as pieces of art are completed.
4. The City solicits for art pieces pursuant to City purchasing policies. The Community Relations Committee performs the initial review on solicitations and recommend art pieces for approval by the Council.
5. The Council review and approve the final purchase and placement of the art installation.

**MURALS on Public, Commercial, Mixed use, Multifamily Property**

**Section 1 Purpose:**

This chapter enacts a process and procedure for the installation of murals on private and public property. Mural regulations shall promote public safety and welfare by ensuring that the following objectives are achieved:

- A. The design, construction, installation, repair, and maintenance of such displays will not interfere with traffic safety or otherwise endanger public safety;
- B. The regulations will provide reasonable protection to the visual environment by controlling the size, height, spacing, and locations of such displays;
- C. The regulations will not permit commercial advertising in order to prevent the proliferation of signage; and
- D. The public will enjoy the aesthetic benefits of displays in numbers and sizes that are reasonably and appropriately regulated.

**Section 2 Permit required:**

It is unlawful for any person, firm, or corporation to erect, construct, maintain, move, alter, change, place, suspend, or attach any mural within the City without first obtaining a permit, except that those in utility, public service and residential zoning.

**Section 3 Procedure:**



A. An application for a mural permit shall be submitted to the land use administrator to be reviewed for compliance with this chapter. The application shall include:

1. Applicable fees set forth in the adopted City fee schedule;
2. Signature by the owner of the property upon which the mural will be located.

B. Applications for a mural permit shall contain such information as the land use administrator shall reasonably require, including but not limited to:

1. Scaled, color illustration of the proposed mural with a description of the materials and their locations designated on the mural drawing;
2. Photographs of the proposed location of the mural;
3. Photographs of the streetscape representing the proposed mural superimposed to scale to show the relationship to the immediate streetscape;
4. Written explanation of imagery concept(s), including but not limited to:
  - a. Description of how the artwork enhances the aesthetic experience within the City through scale, color, material, and texture;
  - b. Description of how the mural portrays historical, environmental, geographical or cultural features of the City of Buckley or the proposed site, as well as the mural's relationship to the existing architecture, natural geography and cultural landscape of the site;
5. Written explanation of the wall surface and cladding, its suitability to receive the proposed materials, and the potential impact to historic materials, where relevant;
6. Written explanation of the estimated life expectancy for the materials used; and
7. Artist's portfolio of mural work, including but not limited to examples of prior projects comparable to the proposed mural design.

C. All applications for murals to be located within the historic preservation overlay district shall be submitted by the land use administrator to the public art review committee to review for consistency with their policies and goals and the criteria.

D. The land use administrator shall prepare and forward to the City council a staff report summarizing the relevant facts pertaining to the application, property, structure, streetscape or neighborhood; outlining the applicable code; setting forth comments from adjacent property owners; and containing a recommendation for action by the council. City council shall then make a final determination as to whether to approve, modify or deny the application.

G. An appeal of the council's decision on the application for a mural permit(s) shall be under the State Land Use Petition Act (LUPA).

#### **Section 4 Approval criteria.**

Murals shall substantially comply with all of the criteria and requirements provided below:

A. No part of a mural shall exceed the height of the structure to which it is tiled, painted or affixed.

- B. No part of a mural shall extend more than six inches from the plane of the wall upon which it is tiled, painted or affixed.
- C. No part of the mural shall contain logos, slogans or advertising messages of any kind.
- D. No signs containing logos, slogans or advertising messages shall be affixed in, on or abutting the mural surface area.
- E. No mural shall consist of or contain electrical or mechanical components or changing images, including but not limited to moving structural elements, flashing or sequential lights or other automated methods that result in movement, the appearance of movement or changing of mural image or message.
- F. No mural shall be arranged or permanently illuminated in a manner that will produce light intensity of greater than three "foot-candles above ambient lighting." Lighted murals visible from nearby residences shall have reasonably soft illumination or be shielded in such a way to prevent undue brightness or glare. The light directed on any mural shall be shaded, shielded or directed to reduce glare and adverse effects upon drivers or pedestrians in an unreasonable degree. Illumination shall be turned off and back on not more than once every 24 hours.
- G. All mural(s) shall be compatible with the existing architecture and area surrounding the proposed site and shall not obstruct or obscure the significant architectural elements of historic structures and sites.
- H. All mural(s) shall have a wall surface suitable to receive the materials proposed. The proposed materials shall not cause unreasonable permanent damage to historic cladding and should be appropriate for long-term use on the wall surface.
- I. All mural(s) shall enhance the aesthetic experience within the City through scale, color, material, and texture.
- J. All mural(s) shall directly or indirectly portray, through artistic expression, the natural environment, historical, environmental and/or cultural features of the City or proposed site.

#### **Section 5 Installation and construction.**

Any mural, as constructed or created, shall not substantially deviate from the design as approved under this chapter.

- A. Mural(s) shall be completed within 12 months of approval of the mural permit.
- B. Owner(s) of the property on which a mural is permitted shall preserve the integrity of the property by limiting repairs, modification, and renovation without prior authorization by the City or a waiver thereof.
- C. Owner(s) of the property on which a mural is permitted previously encumbered with historic preservation covenants shall amend the structure's existing historic preservation covenant to include the relevant details and installation of the mural. The amended covenant agreement shall provide that the mural will be installed and maintained at all times in full compliance with this chapter and remain in force for a minimum of two years or as long as the mural exists.

#### **Section 6 Maintenance.**



Mural(s) shall be in good repair. The ultimate liability and responsibility for all murals rest with the applicant and property owner. Those parties shall be responsible to see that the mural is in compliance with this chapter and has received a valid mural permit. If the City finds that any such mural regulated by this chapter is in disrepair, the mural owners shall be given written notice for correction and/or violation.

A. If the mural owners fail to repair the mural within 60 days after notice, that mural may be removed at the expense of the property owner and the permit for the mural shall be terminated.

B. If the property owner removes the mural they shall restore the structure to a condition consistent with the remainder of the structure.



# PUBLIC ART AND MURALS

## Permit Application

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

### Applicant Information:

Name: Amy Boucher Organization (if applicable): Buckley Downtown Association  
Address: P.O. Box 905 Buckley WA 98321  
Phone Number: 253-709-2105 Email: outreach@buckleydowntown.com

### Property Owner Information (if different from applicant):

Name: Bradley Kaelin Organization (if applicable): \_\_\_\_\_  
Address: 691 Main Street Buckley WA 98321  
Phone Number: 253-334-3793 Email: Bradleykaelin@hotmail.com

### Project Information:

Project Title: "People on the Plateau Photo Series: Kempinski Drugstore"  
Type of Artwork (Check one):  
☐ Mural ☐ Sculpture ☒ Other (describe): Metal Photo Series  
Proposed Location: 691 Main Street Buckley, WA 98321 on east exterior brick wall facing Cedar St.  
Dimensions of Artwork (Height, Width, Depth): 1. 7'Wx5'H 1 1/8"D 12. Info/QR code sm. plaque 8x11in x1 1/8"  
Desired Start Date: Summer 2025 Total number of days to construct/complete: 30 days

### Project Description:

1. Provide a scaled, color illustration of the proposed artwork.
2. Artists Name Impressive Signs & Graphics
3. Artists Phone Number 253-445-5146 Artists Email: impressivesigns@gmail.com  
Other work or website (if applicable) https://impressivesignsandgraphics.com/
4. For Photography Estimated Age of Photo: 1947
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): Brad Kaelin  
Phone Number: 253-334-3793

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

Concept: Preserve history and culture, promote tourism, improve facade & incorporate art downtown & strengthen community.

Materials: Photo panel is made of 3mm Aluminum Composite with a baked enamel coating. This digital print includes an exterior-grade clear laminate overlay and will last for many years.

The panel is attached to a small anchor (1"x 4" in) painted wooden frame, which will be attached with small anchors to the brick, not the mortar.

Significance: Connecting past to the present to share Buckley's rich heritage. See exhibit A.

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

As mentioned above, these photos will promote belonging and community pride, and will open up opportunities to engage with the public in many different ways that preserve and share our local history during times of growth and development.

### Technical and Compliance Information:

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

Brick and mortar

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

This Digital Print includes an exterior grade clear laminate overlay and will last up to 10 years. See Metal Photo Project Maintenance Agreement.

---

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.

The building owner will be responsible for maintenance. See attached Metal Photo Series Project Agreement with building owner.

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.



03/10/25

Signature of Applicant:



Date:

03/10/25

Signature of Property Owner (if applicable):



Date:

**For Official Use Only:**

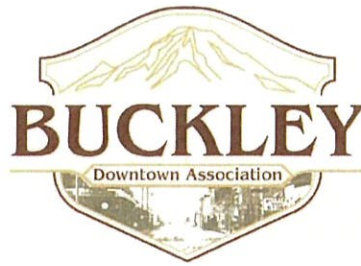
Date Received: \_\_\_\_\_

Application Status: ☐ Approved ☐ Denied

Comments/Conditions of Approval: \_\_\_\_\_

City Administrator or Designee: \_\_\_\_\_ Date: \_\_\_\_\_





### **Metal Photo Series Maintenance Agreement:**

This agreement establishes the terms of consent between Buckley Downtown Association and Building Owner at 691 Main Street, Buckley, WA 98321 regarding the installation of a metal photo installation on said building.

---

### **Agreement Details:**

The building owner of The Vanity, located at 691 Main Street, Buckley, WA 98321 grants permission for a metal photo installation to be installed on the east wall of the building, facing Cedar Street.

The photo will adhere to the established City of Buckley Public Art application themes, complementing Buckley's identity, character, and reflect its history, heritage and culture.

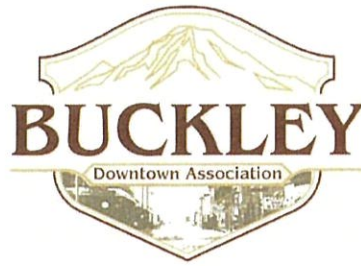
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### **Responsibilities of Buckley Downtown Association:**

- Develop the metal photo series project themes with input from the building owner.
- Select and secure an estimate.
- Payment of selected expenses.
- Oversee the project from start to completion.
- Provide regular updates to the building owner.

### **Building Owner: The building owner agrees to:**

- Collaborate with the Buckley Downtown Association on the photo series design.
- Maintain and preserve the metal photo panel's integrity for a minimum of 10 years.



## **Suggested Annual Maintenance:**

### Annual Maintenance

- Inspect the metal photo for any structural damage, such as loose bolts or welds.
- Clean the mural using a mild detergent and water.
- Inspect the mural for any signs of damage, such as cracks, dents, or loose panels.

### As Needed Maintenance

- If the metal photo is damaged, repair it immediately to prevent further damage.
- If the metal photo is vandalized, remove the vandalism as soon as possible.
- If the metal photo is exposed to extreme weather conditions, such as high winds or hail, inspect it for damage and repair as needed.

---

## **Acknowledgment & Signatures**

By signing below, both parties acknowledge and agree to the terms outlined in this agreement.

### **Building Owner Signature:**

*Bradley Kaelin*

Date: 03/10/25

### **Buckley Downtown Association:**

*Ashley Privette*

Date: 03/11/25

## **EXHIBIT A Public Art & Mural Permit:**

**PROPOSAL:** Buckley Downtown Association, Interactive Metal Photo Series Project

**TITLE:** "People on the Plateau Photo Series: Kempinski Drugstore"

**DATE:** 3/10/2025

**PROJECT COORDINATOR:** Amy Boucher, 253-709-2105,  
[outreach@buckleydowntown.com](mailto:outreach@buckleydowntown.com)

### **3. Describe the concept, materials, and significance of the artwork.**

Significance: The building at 691 Main, has served the Buckley Community since 1892 and continues to serve it today. The Kempinsky Drug Store is historically significant for its direct connection to the growth and development of the city of Buckley. The building housed a drugstore under the family name for 37 Years. Once known as the oldest drug store in Pierce County, the building has been integral to the physical health and social well being of Buckley Pioneers and the surrounding Carbon River Corridor Communities.

#### Connecting past to the present to share Buckley's rich heritage

Michael Andrew Twardoski, a Polish immigrant, moved to Buckley and married Mary Agnes Gustoski around the time Anderson took over the drug store. Twardoski ran a tailoring business in the space through the side door of the Kempinsky building that McNeely had once leased. It is said through family history by Janice Twardoski that the Twardowski's bought the building in 1939 and lived in the apartment above the drug store with their children Leo, Helen, and Richard (Dick).

Both Diane and Jan Twardoski ran for separate City Council positions in 1999 and actively advocated for the historic Kempinski building and heritage community of Buckley. Also in 1999, as President of the Buckley Chamber of Commerce, Jan Twardoski helped lead volunteers to repaint 22 buildings in two blocks of downtown Buckley. This same painting effort had only been attempted once before in 1958.

At an unknown date, the building was sold to Steve Jones, a building manager, and in June of 2019 it was sold to the current owners Bradley and Kelsey Kaelin (Hahto). The Kaelin's moved Kelsey's salon, The Vanity, from Enumclaw into the main floor of the Kempinsky building. As of March 2024, there are 3.5 suites rented out to small local merchants: a therapist, a masseuse, and an esthetician. Including The Vanity, each are services that provide wellness care for the people in the community.

After the Kaelin's had purchased the Kempinsky building, Bradley was shocked when his mother told him that his great-grandparents had owned the building before. He remembered the great-uncle on his mother's side had run a cleaning business, so he knew they had family ties to the building. He was ten then. Finding out that his mother's grandma had lived just upstairs really blew his mind.



As a kid, Kaelin remembers the trip to and from the Kempinsky building and being inside the cleaning business. He recalls having a “knowing feeling” that his family had some place in the business. His paternal Kaelin side was more prominent in his life than the maternal Twardowski’s, so Bradley didn’t follow them as closely- or more so- because they didn’t have any kids close to his age.

A vivid memory for Bradley was setting up the Buckley Farmer’s Market stand where his Aunt Jan sold delicious pies. The pieces are falling together, and the family has returned to its roots. The Kaelin’s are raising two fifth-generation Buckley kids and they, too, value sharing their resources and skills to support and build a healthy community.

**4. Please describe how the artwork meets at least one of the following objectives.**

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

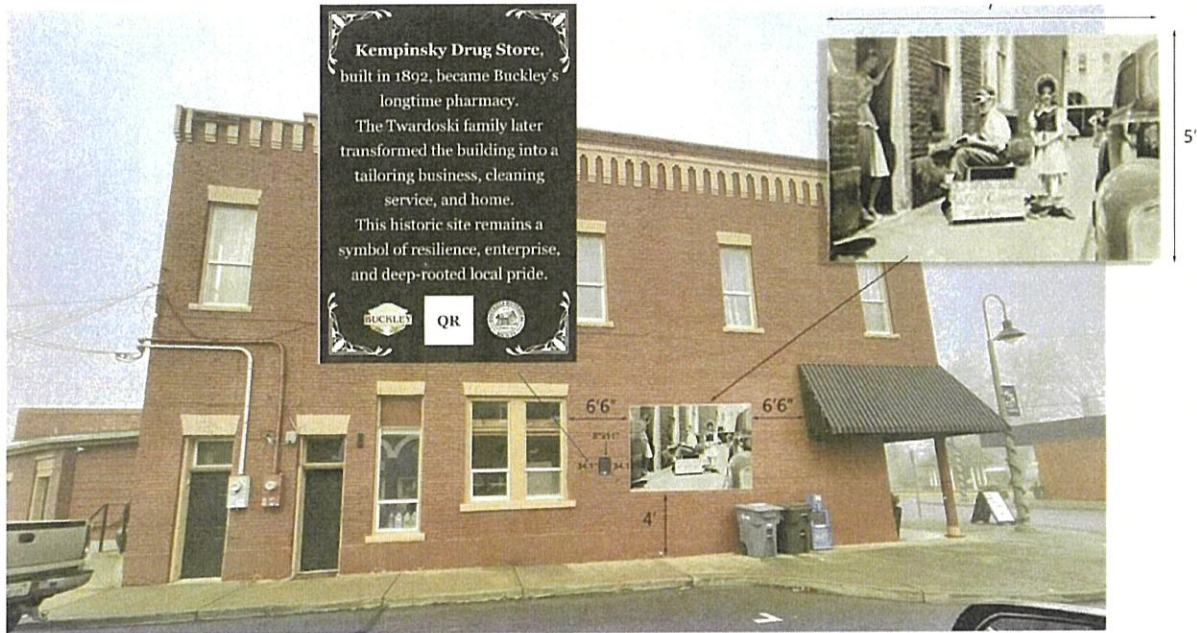
“A truly “public” art provides society with the symbolic representation of collective beliefs as well as a continuing reaffirmation of the collective sense of self.” (Cockcroft and Sanchez)

Our 1st photo provides an interactive opportunity for the public to view the mural and be transported back in time to 1949 during the “Old Timers Buckley Days,” where Michael Andrew Twardoski, a Polish immigrant, ran a tailoring business in the space through the side door of the Kempinsky building that McNeely had once leased. In addition to being transported visually, the second phase of this is incorporating an oral history component.

The metal frame will be hung in a place that the community and tourists have public access to interact with it. On the image or separate plaque there will be a written narrative of the history of the building and the impact its owners or the business(s) had in Buckley and or the surrounding area in Pierce County.

Also on the smaller plaque there will be a few sentences about the photo and below it centered there will be a QR code that will link to the Foothills Historical Society’s website where their oral history project will soon be located. This is phase two of the Metal Photo Series project. The Buckley Downtown Association is working in collaboration with the Foothills Historical Society to continue these efforts forward, which will be oral recordings of community members, and descendants of original business owners. One of which is Brad’s aunt Mary.





**Impressive**  
**SIGN & DISPLAY**  
"If You can dream it, We can create it!"

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Buckley Downtown Association

**JOB INFO**

REVISIONS

SCALE:

NOTED

FILE NAME:

**FILE**

**ELECT.**

120 Volt: ☐

277 Volt: ☐

Other: ☐

one box above  
40x117" (see front view)

**SPECIFICATIONS**

**CITY CODE**

3mm Aluminum Composite Material  
Digital Print Graphic  
1"x4" Painted wood support frame  
Load Shield mounting frame into brick

**2/27/25**

**Meeting Notes Regarding the Metal Photo Series Project**

**Present: Amy Boucher, Ashley Privette, Sara Sutterfield, Meagan Rhoades**

The Foothills Historical Society has confirmed agreement to partner with the BDA on this project and help with the historical aspect of the proposed interactive historical art installation that is currently undergoing the permitting process with the City of Buckley.

Historical Society responsibilities

- Help to obtain historical images that coincide with the buildings of proposed art
- Add a new webpage to the existing foothills website titled "People of the Plateau Photo Series" that will tie into the QR codes
- Assist with writing a historical narrative of the building and its owners through time to be displayed on the webpage

BDA responsibilities

- Permitting
- Working with the business owners
- Obtaining funding: we are actively researching grant possibilities or fundraising options to help pay for installation
- Coordination, Communications and Scheduling of Contractors/Construction

Building Owner

Annual maintenance for metal photo

This project consists of 2 phases.

Each individual metal photo series is estimated to take 120 days maximum from start to completion. (90 days permitting process, 30 days for design, build and installation from contractor)

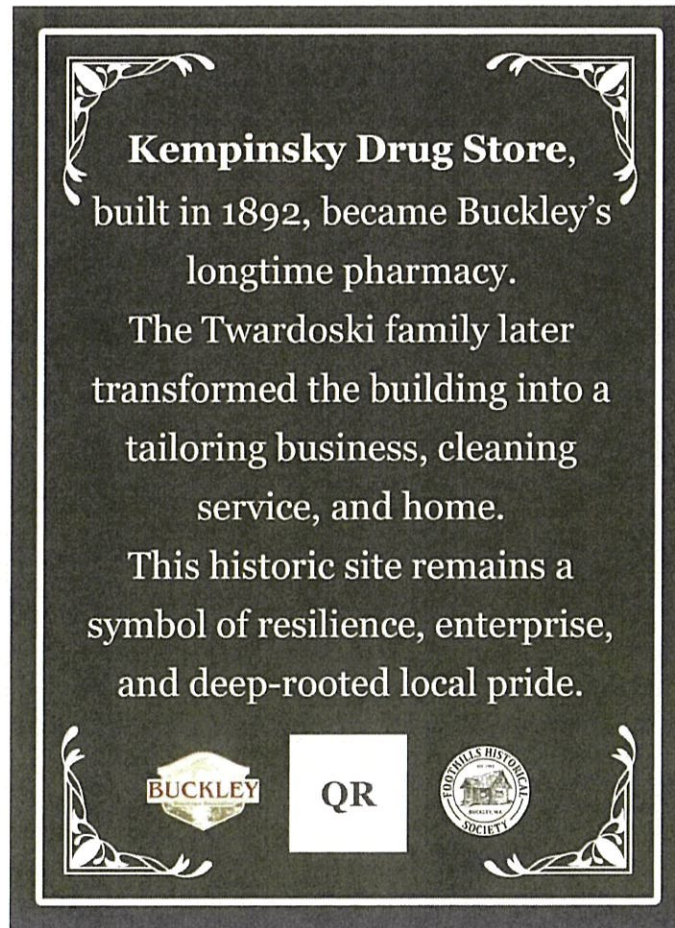
**Phase 1**

1. Locations chosen for all 5 metal photo series. Need to schedule meetings with each to discuss theme and photo they would like installed with information plaques:
  1. Vanity
  2. Oddfellows
  3. Scoops
  4. Front Porch Quilts
  5. FHS
- Webpage on Foothills website with story and additional photos per metal photo series.
- BDA will also have this on their website under the Design drop down, which will have a link to the FHS page.

**Phase 2**

- Add more metal photos around town
- Add voice over links on site with true life interview stories from residents/owners in town

The plaque that will be placed next to the photo:



Homework:

- Amy to contact trophy company regarding quote \$, available plaque sizes and material. Loop Natasha in and establish any remaining questions/concerns to discuss at Matt, Natasha and Martha's scheduled meeting
- Meagan to present our request for the Foothills assistance at their upcoming Tuesday board meeting and start plan to add a webpage for project
- Sara to write "2 sentences about the photo" for first installation
- Ashley to help look for potential grants



## CAC Response and Feedback from 1st Submission of Public Art Permit Application

### Overview:

1. Need to layout work flow for:
  - a. design of QR Code
  - b. oral history project
  - c. website updates
  - d. Update timeline

### Needed Updates:

1. Revise Name of project: "People on the Plateau Photo Series: Kempinski Drugstore"
2. Proposal submitted to COB and reviewed by CAB. This is the first application and they have used this as a test and it has helped COB / CAB to modify the permit application.
3. Need to answer the following questions and re-submit permit application before 3/10/25. This will allow the CAB a week to review and prepare a resolution for recommendation to council.
4. QR code work flow:
  - QR code link and what that will look like and who will manage it -point of contact?
5. Physical Design - 2 or 1
  - (2) (1) 5x7 or 7x5 feet and (1) smaller QR code 8\*11
6. Interviews: have some suggestions and am willing to help.
  - Timeline and process: for each mural from start to finish of creation and install, and oral history connection. The who and how they are going to be conducted.
  - Website management, updates, verbiage.
7. Maintenance plan additions: who's responsible & annual cost & volunteer & hours for labor.
  - repairs: who is responsible (BDA)

### Some dates to be mindful of:

**2/28 Friday-** Amy updated a proposal with the answers for above questions and email to the initial group: Sara, Meagan, Jean, David B, and Dave, Ashley, & Natasha.

**3/4 Tuesday -** Ashley presenting a project at the FHS board meeting. Basically go over a proposal to confirm support and ask for a letter of support so we can have for Grant applications. Goal for Ashley is to establish board to board the Ownership of things and the collective effort and responsibility of orgs with this project.

**3/10 -** Resubmit revised permit application so CAC can review and get before **City Council on 3/18**



## **E. STAFF REPORTS**