



BUCKLEY CITY COUNCIL AGENDA

Tuesday, September 10, 2024 at 6:00 P.M.

Multi-Purpose Center, 811 Main Street

Next Ordinance #10-24, Next Resolution #24-07, Next Agenda Bill #24-046

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

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. Administration, Finance & Public Safety Smith
3. Council Member Comments & Good of the Order

D. CONSENT AGENDA

- a. Approve Minutes of May 28, 2024, City Council Meeting
- b. Approve Minutes of June 25, 2024, City Council Meeting

E. REGULAR AGENDA

1. RESOLUTIONS

- a. RES No. 24-___: Amending the 2024 Comprehensive Taxes, Rates, and Fees Schedule

F. STAFF REPORTS

1. City Administrator Update

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

B. PUBLIC COMMENTS

August 2024

Do you care about helping kids in our community but don't know how? Are you interested in supporting hard-working young people and being a part of providing them hope for their future? Please consider joining Kiwanis and *making an annual contribution!*

Kiwanis is all about service to kids. Our mission is to serve kids in the community and get them involved in their own future! Buckley Kiwanis has served youth of the greater Buckley region since 1929 and is one of the oldest Kiwanis clubs in our area. Some of our signature activities are:

The Fishing Derby, for more than fifty years it has been held the last Saturday of April with continued success. There is nothing like watching a five-year-old reel in a four-pound trout, and the smile on their face stays with you forever.

Scholarships for graduating seniors, we help a few students move from high school to the next adventure in life. Every year Kiwanis members work through the year to provide at least three \$1000 scholarships to three well-deserving seniors who demonstrate service to others above self. Each year we strive to provide more support, please help us with this goal to increase our support of these kids!

The Christmas party, since the late 1970s we have hosted a Christmas party for ALL kids. With generous help of teachers, counselors, administrators, and school board members from White River School District we invite children to a Christmas party facilitated by WRHS Key Club and GMS Builders Club. Each child attending will receive at least one present for Christmas. For some, this may be their only present. Students entertain the kids at the party while parents select gifts and secretly take them home to wrap for the magical day.

Student of the Month – Each month we recognize students and their support team from White River School District. These students are selected by the staff members of their respective schools. Selection criteria is simple, the student must put others above self. It is truly a wonderful morning getting to hear and meet these amazing kids.

We do many other projects too. A few years back Kiwanis purchased appliances for one the senior living apartments in Buckley. Kiwanis Food Bank has been a staple in the community for many years.

We are seeking additional members to help us continue with this work and even more. We are a community-based group trying to do good for our community. For those who share this same passion of service to kids, we invite you. If for some reason joining a club is not your thing would you consider a contribution for our cause. There is one local business that provides a \$1000 each year for the Fishing Derby. Without that support the Derby would be far less than it is.

If you are interested in joining, donating or just learning more about our group, you can contact one of the Kiwanis members below.

Keith Banks, Kbanks478@gmail.com, (253) 389-2631

Donna Garland, at the Kiwanis Food Banks, 127 North Avenue, Buckley, (253) 266-7309

Nancy Moriarty, mail: Kiwanis, PO Box 29, Buckley, WA 98321



Foothills Historical Society,
POB 530,
Buckley. WA 98321

September 5th, 2024

Mayor Burkett, and City Council members,

TOURISM IN BUCKLEY AND THE FOOTHILLS HISTORICAL SOCIETY

I want to inform the City Council of the effect that the Foothills Historical Society and Museum on River Road have had on tourism in the City of Buckley. The Society and Museum are entirely volunteer-run and a non-profit corporation. We are also members of an FHS initiative to form a coalition of five museums on the plateau, encouraging more tourism.

We would like you to know that during the last Log Show event, the museum and grounds were open to the public for two days. At least 757 visitors passed through the main museum building during that period. A further 200-plus visitors toured the Ranger cabin, and 506 passengers were carried on the speeder engine along the tracks on Saturday. The grounds were constantly busy.

Visitors in attendance logged in with the museum and verbally stated that they were from Australia, China, Italy, Mexico, Norway, the Philippines, Switzerland, Uganda, the United Kingdom, and Vietnam. I am sure that there were others, too.

Over the past year and a half, the museum has welcomed visitors from Haiti, Canada, New Zealand, and Poland. We also welcomed visitors from other states, 118 from 26 states last year. We hope these visitors will return home with a positive view of Buckley.

At the Buckley Car Show event earlier last month, the Museum opened to 57 visitors, many of which were from outside the immediate Buckley area.

The museum grounds, which include the Ranger cabin, frequently used as a backdrop for weddings, the lookout, the logging camp exhibits, and the farm buildings, are all frequently visited, even while the museum is closed.

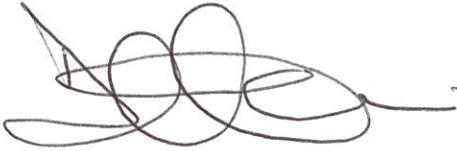
Last year, 2023, we recorded 1547 visitors, probably more, as many did not sign in or just visited the outdoor area. It is hoped that this year we will surpass that number.

School visits from local schools in Buckley, Wilkeson, and Carbonado are also hosted by the FHS, and many of our volunteers are former school teachers. We are able to provide a glimpse of Buckleys' past to the youth of today. The FHS also provides funds annually for the White River Scholarship fund.

The FHS is also an active supporter of the Foothills Rails2Trails, a project first started in Buckley on what is now part of the Museum grounds.

This is a beautiful acknowledgment of the value of our small museum to tourism in the City of Buckley. It's a clear sign that our efforts are bearing fruit, we have many improvements planned for the years ahead. However, it's crucial that we continue to demonstrate the same commitment to the City of Buckley, which will require our collective support and dedication.

Yours sincerely,

A handwritten signature in dark ink, consisting of several loops and a long horizontal stroke at the end.

David J Griffin

President

Foothills Historical Society

C. COMMITTEE REPORTS

D. CONSENT AGENDA

**City Council
May 28, 2024**

Mayor Pro Tem Smith called the regularly scheduled meeting to order at 6:00 PM.

Upon roll call the following members were present: Smith, Anderson, Arsanto, Burbank, Bergerson, Bender (via Zoom), and Green.

Also present were: City Administrator Brunell, Police Chief Alfano, Director of Parks & Recreation Snodgrass, and City Clerk Zumek.

Mayor Pro Tem Smith asked if there were any other additions, deletions, or changes to the agenda.

Council member Arsanto moved to approve the agenda as presented. Council member Green seconded the motion. Motion carried.

ANNOUNCEMENTS, APPOINTMENTS, AND PRESENTATIONS

None.

CITIZEN PARTICIPATION

Carolyn Harding – Ms. Harding just wanted to share her appreciation for Chief Alfano and the Police Department for making sure all the poles that had signs on them that shouldn't be there were removed quickly.

COMMITTEE REPORTS

Lodging Tax Advisory Committee

Council member Bergerson shared that the LTAC met on May 13, 2024, for more discussion on creating an application that can be used for those applying for LTAC funds. Finance Director Hines is taking the Committee's feedback and creating an updated application.

Planning Commission

Council member Arsanto shared that the Commission met on May 20th and discussed draft code for Essential Public Facilities. They were also given an update on the Comprehensive Plan. Council member Arsanto reminded the Council that if they have

any comments, questions, or concerns to submit those as soon as possible so the City will meet the deadline for the Comp Plan.

Council Member Comments & Good of the Order:

Council member Burbank shared that she attended the Pierce County Regional Council meeting on May 16th. She shared that the Pierce County Human Services department gave an update on homelessness and the opioid pandemic in Pierce County. The next meeting is on June 20th.

CONSENT AGENDA

Council Member Arsanto moved to approve the Consent Agenda. Council member Green seconded the motion. Motion carried.

- a. Final Acceptance: 2022 Consolidated Utilities Project

REGULAR AGENDA

Professional Services Agreement with Enumclaw Landscaping Maintenance

Council member Arsanto moved to Approve the Professional Services Agreement with Enumclaw Landscaping Maintenance for Temporary Parks Maintenance. Council member Green seconded the motion. Motion carried.

STAFF REPORTS

City Administrator Brunell shared that the new parking lot is open; however, the bathroom is still not as we are waiting on Puget Sound Energy. She also said that we will hold off on doing a ribbon-cutting ceremony until the new Doc Tait Memorial is finished. She also shared that staff is still doing their due diligence regarding the City Hall remodel bids. The next Study Session will be about Jefferson Street, the Comprehensive Plan, and two Code amendments.

Council member Arsanto moved to adjourn. Council member Green seconded the motion. Motion carried.

With nothing further, the meeting was adjourned at 6:19 PM.

Mayor

City Administrator

Prepared by: Treva Zumek, City Clerk

**City Council
June 25, 2024**

Mayor Burkett called the regularly scheduled meeting to order at 6:00 PM.

Upon roll call the following members were present: Smith, Anderson, Arsanto, Burbank, Bergerson, Bender and Green (via Zoom).

Also present were: City Administrator Brunell, Director of Parks & Recreation Snodgrass, City Engineer Miller, City Attorney Olbrechts, Public Works Director Banks, Senior Planner Farnsworth, Police Records Clerk Burkett, Fire Chief Skogen, City Clerk Zumek.

Mayor Burkett asked if there were any other additions, deletions, or changes to the agenda.

Council member Burbank moved to approve the agenda as amended. Council member Anderson seconded the motion. Motion carried.

CITIZEN PARTICIPATION

Carolyn Harding – Ms. Harding wanted to share her thanks to the Police Department for taking care of the trespassers on their property. She said that the Police and the Public Works Department were absolutely great and resolved the situation very quickly.

Announcements, Appointments, and Presentations:

Mayor Burkett read and then presented Log Show Committee President Jeff Fetter a Proclamation for the 50th Buckley Log Show and declared the last weekend in June as Buckley Log Show Weekend.

Mr. Fetter thanked the Mayor and the City and stated that they couldn't do this without the City's support.

Mayor Burkett presented Asst. Fire Chief Olson with a certificate and thanked him for his service to the Buckley Fire Department and wished him success in his new endeavor.

Council member Smith wanted to thank Asst. Chief Olson as a Council member and a citizen. He also shared that Asst. Chief Olson has brought volunteers and others to Glacier Middle School to play and interact with the kids during rec time.

Council member Burbank thanked Asst. Chief Olson for his service to Buckley.

Council member Green also shared his thanks to Asst. Chief Olson.

Executive Session

Mayor Burkett adjourned the regular meeting at 6:15 PM to enter Executive Session to discuss Potential Litigation for a period of time not to exceed 10 minutes. At 6:25 PM, Mayor Burkett extended the Executive Session for another 5 minutes.

At 6:30 PM Mayor Burkett reconvened the regular meeting.

COMMITTEE REPORTS

Development Services Utilities & Transportation:

Council member Arsanto shared that the Committee met on June 17th and received an update from Building and Planning on the new permitting software. They are working on updating the development map. They also reviewed the six-year STIP, ADA Project, Complete Streets Ordinance and current staffing levels.

Planning Commission

Council member Arsanto shared that the Planning Commission met and reviewed the Comprehensive Plan.

Citizens Advisory Commission:

Council member Anderson shared that the Commission met on June 17th and finalized three policies that are coming before the City Council for final approval. She also shared that they will be holding their joint meeting with City Council on July 9th.

Council Member Comments & Good of the Order:

Council member Green wanted to thank the Council for allowing him to participate via Zoom as he is currently in Billings, Montana.

CONSENT AGENDA

Council Member Smith moved to approve the Consent Agenda. Council member Arsanto seconded the motion. Motion carried.

Payroll check numbers 40952 through 41059 in the amount of \$182,579.28 and ACH payroll in the amount of \$480,268.89 for June 12, 2024, through June 25, 2024, and Claim check numbers 67951 through 67996 in the amount of \$216,322.63 for June 12, 2024, through June 25, 2024, are hereby approved and ordered paid this 25th day of June 2024.

REGULAR AGENDA

RES No. 24-04: City Hall Addition and Modernization Project Bid Award

Council member Burbank moved to Approve RES No. 24-04 to Award Bid of Base Bid and Additive Item 1 of City Hall Addition & Modernization Project Rebid to Lincoln Construction, Inc. for the price of \$2,736,553.28. Council member Smith seconded the motion. Motion carried.

Engineering Services Proposal for Construction Management for City Hall Addition and Modernization Project

Council member Smith moved to Approve the Engineering Services Proposal for Construction Management of the City Hall Addition and Modernization Project. Council member Burbank seconded the motion. Motion carried.

STAFF REPORTS

Development Services Update

Senior Planner Chris Farnsworth shared a list of projects going on in the City and included a map so Council could see where each one is located. The Planning and Building Department are working to update this list often and keep it current for Council. He also shared that the Pre-Construction meeting for the subdivision on Spiketon was held today and this project will be 70 individual homes.

Fireworks

Fire Chief Skogen started with thanking the citizens of Buckley for being responsible on the 4th of July each year and he hopes that will continue this year. He did bring up that Council had discussed banning fireworks in the past, he shared that none of our neighboring cities have bans on fireworks and neither does unincorporated Pierce County. He also mentioned that most of the grass and leaves are still green so the fire danger in our area shouldn't reach high levels until most likely August. He also reminded Council that if they wanted to consider a ban on fireworks, it takes a year to go into effect so they would have to adopt this year for it to be in effect 2025. Fire Chief Skogen shared that he would like to see the City of Buckley continue with the way the City Code is written regarding fireworks.

City Administrator Update

City Administrator Brunell invited Interim Planning and Building Director Banks to share some information on Complete Streets. Chris shared that there was a memo included in the packet and he would be happy to answer any questions. He also shared that an Ordinance for Complete Streets should be coming to Council in the near future.

Council member Arsanto moved to adjourn. Council member Smith seconded the motion. Motion carried.

With nothing further, the meeting was adjourned at 7:00 PM.

Mayor

City Administrator

Prepared by: Treva Zumek, City Clerk

DRAFT

E. REGULAR AGENDA



CITY COUNCIL AGENDA BILL

City of Buckley
PO Box 1960
Buckley, WA 98321

ITEM INFORMATION			
SUBJECT: RES No. 24-__ : Amending the City Taxes, Rates and Fees Schedule (Revision #2) Cost Impact: N/A Fund Source: N/A Timeline: N/A	Agenda Date: September 10, 2024		AB24-046
	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		
	Building & Planning		
	Police Dept		
	Municipal Court		
	PW/Utilities		
Staff Contact: City Clerk Zumek			
Attachments: Resolution and Exhibit A			
<p>SUMMARY STATEMENT: The attached Resolution is to update the City's Taxes, Rates, and Fees Schedule. The proposed changes are highlighted in yellow with blue font on the attached exhibit. There is just one addition, which is a convenience fee for Adult Passport Renewals. After receiving numerous calls regarding assistance with passport renewals, the City has decided to add a fee for Adult Passport Renewals. This fee will cover the cost of reviewing the application for completeness, the priority mail envelope, priority mail label and postage fee.</p>			
COMMITTEE REVIEW AND RECOMMENDATION:			
RECOMMENDED ACTION: MOVE to Approve Resolution No. 24-07: Amending the 2024 Comprehensive City Taxes, Rates, and Fees Schedule, Revision #2.			
RECORD OF COUNCIL ACTION			
Meeting Date	Action	Vote	

CITY OF BUCKLEY, WASHINGTON

RESOLUTION NO. 24-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUCKLEY, PIERCE COUNTY,
WASHINGTON REVISING THE COMPREHENSIVE TAXES, RATES AND FEES SCHEDULE.**

WHEREAS, through the adoption of Resolution 08-05, the City Council established a comprehensive schedule of taxes, rates and fees for the City; and

WHEREAS, subsequently the comprehensive schedule of taxes, rates and fees has been amended to update taxes, rates and fees on an as needed basis; and

WHEREAS, when the City adopted the 2024 Taxes, Rates, and Fees Schedule, not all fees were included ; and

WHEREAS, the City needs to update the 2024 Comprehensive Taxes, Rates, and Fees Schedule to add a fee that is not currently listed; and

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Buckley hereby repeals and replaces the “City of Buckley Taxes, Rates and Fee Schedule” adopted by Resolution No. 24-01 with Exhibit A attached hereto and incorporated by this reference as if set forth in full.

Introduced, passed and approved this 10th day of September 2024.

Beau Burkett, Mayor

ATTEST:

Treva Zumek, City Clerk

APPROVED AS TO FORM:

Phil Olbrechts, City Attorney

Posted: _____

EXHIBIT A
CITY OF BUCKLEY TAXES RATES & FEES 2024 (RES No. 24-____, Revision #2)

DESCRIPTION		TAX, RATE OR FEE	
Administrative Fees			
Pierce County Auditor Recording		Cost	
Copy charge – Per Page – 8 ½ X 11, 8 ½ X14, and 11X17 paper sizes.		\$0.15/page	
Scanned Records		\$0.10/page	
Electronic Records	\$0.05/per each electronic file or attachment		
Audio or Video Tapes		\$10.00	
Computer Disks and/or USB Flash Drive		\$10.00	
Oversized Plans, Aerial Photos, Drawings, and Maps (Black and White)		Cost	
Color GIS Plotted Maps		Cost	
Other Documents		Cost	
Public Notice		Cost	
Returned Check Fee		\$25.00	
Rejected Credit Card Fee		\$35.00	
Notary Services		\$5.00/notarized document	
Passport Photo Services		\$15.00	
Adult Passport Renewal (Form DS-82) Mailing & Convenience Fee		\$15.00	Reviewing the application for completeness, the priority mail envelope, priority mail label and postage fee.
Administrative Fee	12.74% of associated staff time		
Business Licenses and Special Events			
Special Event Permit	\$25.00 Application Fee per Application		\$100.00*