



**Parks and Arts Commission**  
**Virtual Zoom Meeting**  
**Thursday, November 5, 2020**

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To help prevent the spread of COVID-19, all Parks & Arts Commissioners will be participating in the meeting remotely. Currently, following the guidance and emergency proclamation of the Governor, we are prohibiting the public from attending in person. To ensure our meetings are accessible to the public and provide for public participation, the live feed of the Parks & Arts Commission meeting will be available via a Zoom link to call in and/or participate.

City of Mukilteo is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/84210265908?pwd=dGptOGZITU9LN0JRU01iZmJOMllYUT09>

By Phone: +1 (253) 215-8782 Meeting ID: 842 1026 5908 Password: **963356**

**CALL TO ORDER – 7:00 PM**

**ROLL CALL**  
**AGENDA ORDER**

**APPROVAL OF MINUTES**

Approval of Minutes of September 3, 2020

**PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

Members of the audience may address the Parks and Arts Commission for a maximum of three (3) minutes.

**NEW BUSINESS ITEMS:**

1. Introductions of current and new PAC Commissioners
2. DRAFT 2020 and 2021 PAC Work Plan
3. Briefing on Recreation programs 2020 review

**OLD BUSINESS ITEMS:**

1. Byers Family Park Project Update
2. Japanese Gulch Dirt Bike project

**REPORTS AND COMMUNICATIONS**

1. Chairperson and Commissioner Announcements
  - a. Committee Reports
2. Staff Announcements/Information:

**ADJOURNMENT**

Due to COVID-19, printed packets are not available at City Hall at this time. Complete packets can be mailed upon request.

Written public comment may be submitted via email ([permitted@mukilteowa.gov](mailto:permitted@mukilteowa.gov)).

*For accessibility information and for accommodation requests, please call the ADA Coordinator at (425) 263-8005 (or TRS (800) 833-6384 or dial 711), or visit <https://mukilteowa.gov/departments/executive/ada-program/>. Please contact us at least two (2) business days in advance of the meeting so that we can arrange a reasonable accommodation for you.*

**APPROVAL OF MINUTES**

**September 3, 2020**

DRAFT

**CITY OF MUKILTEO, WASHINGTON**  
**Parks and Arts Commission Minutes**  
**September 3, 2020**  
**7:00 pm**  
**Virtual Zoom Meeting**

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**CALL TO ORDER**

Chairperson Specht called the meeting to order at 7:07 PM.

**ROLL CALL**

**Commissioners:**

Chairperson Specht, Vice Chairperson Montgomery, Commissioners Bowers, Carlson, and Hammerman were present.

**City Staff:**

Present: Recreation and Cultural Services Director Price, Community Development Director Osaki, Council Member Crawford, Planning Associate Jensen, and Permit Services Assistant Martinis were present.

Absent: Commissioner Foster (excused) and Commissioner Zaman.

**APPROVAL OF MINUTES**

Motion:	To approve the minutes of August 6, 2020
Motion By:	Vice Chairperson Montgomery
Seconded By:	Commissioner Hammerman
Action:	PASS 5-0
Vote: Ayes:	Chairperson Specht, Vice-Chairperson Montgomery, Commissioners Bowers, Carlson, and Hammerman.
Nays:	None

**PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

Council Member Crawford congratulated Commissioner Carlson for her recent award of Citizen of the Year Award and thanked her for all that she does for the Mukilteo Community.

Council Member Crawford gave a summary of multiple items Council has been discussing. She concluded by thanking the Commissioners for all their hard work that they do for the City and encouraged the Commissioners to attend Council meetings and to share with associates.

**NEW BUSINESS ITEMS**

**1. 2020 Comprehensive Plan Final Docket List – PAC Related Items**

Associate Planner Jensen updated the Commission on the status of the 2020 Comprehensive Plan Final Docket List. He explained the Docketing process and reviewed each final docket item. There will be a Public Hearing held on September 17, 2020 at 7:00 PM at the Planning Commission virtual meeting.

Commissioners asked questions of Associate Planner Jensen and thanked all the Planning Department for their efforts.

**2. Waterfront Update**

Director Osaki opened by thanking Council Member Crawford for attending.

Director Osaki presented an update on the various Waterfront Development activities driven by the 2016 Downtown Waterfront Master Plan. He started with the Losvar Condominium property and ended at Edgewater Beach, highlighting the various properties and upcoming proposed projects.

**OLD BUSINESS ITEMS**

**1. Byers Family Park Project Update**

Director Price presented pictures and discussed the progress made on the Byers Family Park project. Work is continuing with a possible virtual grand opening in the fall.

**REPORTS AND COMMUNICATIONS**

Vice Chairperson Montgomery announced her term is ending, and she will not be re-applying due to moving out of state. Director Price and all Commissioners thanked her for her service and advocating for the City and wished her well.

Director Price congratulated Commissioner Carlson on her Citizen of the Year Award.

Director Price reviewed items in progress including the Per Capita Arts Fund and the Dirt Bike Course. Additional discussion will occur at upcoming Parks and Arts Commission meetings. Rosehill staff are working on putting together a virtual Touch A Truck event.

Commissioner Hammerman announced the recent Chamber Challenge involving local businesses and the community was very successful. The Chamber is exploring other events such as a virtual 5k and 10k.

**Next Meeting:** November 5, 2020  
October meeting is cancelled.

**ADJOURNMENT**

Motion:	To adjourn the meeting at 8:11 PM
Motion By:	Commissioner Hammerman
Seconded By:	Vice Chairperson Montgomery
Action:	PASS 5 -0
Vote: Ayes:	Chairperson Specht, Vice Chairperson Montgomery, Commissioners Bowers, Carlson and Hammerman.
Nays:	None

These minutes are excerpts from the Parks and Arts Commission meeting. An audio recording of the meeting was made.

Prepared by: \_\_\_\_\_  
DRAFT  
Cheryl Martinis, Permit Services Assistant

## MUKILTEO PARKS AND ARTS COMMISSION AGENDA REPORT

<b>SUBJECT TITLE:</b> Parks & Arts Commissioner Introductions	<b>FOR AGENDA OF:</b> November 5, 2020
<b>Department Director:</b> Jeff Price	<b>EXHIBITS:</b> N/A
<b>Contact Staff:</b> Jeff Price, Director Recreation & Cultural Services	

**Purpose:**

The purpose of this item is to provide an opportunity for each commissioner to take 3-4 minutes to introduce and share about themselves. The Parks & Arts Commission welcomes its' newest member, Jason Hammer.

**Recommended Parks and Arts Commission Action:**

No action required.

**MUKILTEO PARKS AND ARTS COMMISSION AGENDA REPORT**

<b>SUBJECT TITLE:</b> 2020 Recreation Program review	<b>FOR AGENDA OF:</b> November 5, 2020
<b>Department Director:</b> Jeff Price, Recreation & Cultural Services Director	<b>EXHIBITS:</b> N/A
<b>Contact Staff:</b> Nick Hamblet, Recreation Coordinator	

**Purpose:**

The purpose of this staff report is to provide the Parks & Arts Commissioners a review of recreation programs and events for 2020.

**Recommended Parks and Arts Commission Action:**

No action required.

## 2020-2021 PAC DRAFT WORK PLAN

PROJECT	2020		2021				PAC Involvement
	November	December	January	February	March	April	
Arts Funding		x		x	x		input sought
Byers Family Park	x	x					Informational
Byers Family Park Naming							completed
Field Trip tbd							Tour TBD
Gateways (1st - 4th qtrs)			x	x	x		Input sought, informational
Jump Course	x			x	x		input sought, informational
Recreation Update	x	x					Information, input sought
PROSA Review		x	X				Informational
Council/PAC Joint Mtg		x	x				input sought
Review PAC Bylaws (1st qtr)				x			input sought
2020-2021 PAC Schedule	x		x				input sought
Eagle Scout Projects	as needed						
Benches	as needed						

<b>PARKS AND ART COMMISSION AGENDA BILL</b>	
<b>SUBJECT TITLE:</b> Dirt Jump Bicycle Course In Japanese Gulch	<b>Meeting Date:</b> November 5, 2020
<b>Staff Lead:</b> Jeff Price	<b>Exhibits:</b> Japanese Gulch drawing (south area)
<b>Department Director:</b> Jeff Price, Recreation & Cultural Services Director	

**BACKGROUND:**

The Japanese Gulch Master Plan and the Parks, Recreation, and Open Space Plan mentions the development of a dirt jump bicycle course in Japanese Gulch. Staff will provide an overview of issues to address, possible timeline for implementation, and next steps.

**RECOMMENDATION:**

No action. Staff will update the commissioners on status of the project and a possible timeline for next steps.



