



Washington County Parks & Recreation Advisory Board Minutes

Date: Thursday, January 18, 2018

Time: 7:00 p.m.

Place: Facilities & Parks Services Building

Large Conference Room

169 N. First Ave.

Hillsboro, OR 97124

Members Present: Cynthia Biggs, Lee Duncan, Al Cabrera, Cindy Dauer, Jason Rogers, Brad Bittel, Kelly Degman

Members Absent: Murali Balan, Stephen Baron

Public Present: None

Staff Present: Carl Switzer

Item 1: Call to Order, Introductions, Sign-in

- Meeting was called to order at 7:01 p.m.
- PRAB members and staff introduced themselves

Item 2: Public Comments

- None

Item 3: Approval of Minutes

- November 15, 2017 minutes approved unanimously

Item 4: Operations Report

- Parks staffing update – Staff announced that Sr. Groundskeeper and Park Ranger positions were filled and recruitment would start soon for General Service Aides
- Hankins slide project scheduled to be concluded December 4, 2017
- West Shore Drive project (slide repairs and paving) commencing in 2018
- Maintenance Management Plan discussed. Development of plan will begin after staff attend the NW Resource Management School

Item 5: Old business

- New parks website and logo under development. Will bring a preview to PRAB at an upcoming meeting.
- Capital project updates:
 - The contract for pavement renovation at C-Ramp and Eagle Point Recreation Areas has been awarded. A letter of support for an Oregon Department of Fish and Wildlife Restoration and Enhancement Grant was approved by the PRAB and signed by Chair Baron at the November meeting. Our project was selected for funding and will formally be awarded in March.
 - Sign design firm identified and working on contracting. Ideally new entrance sign for Scoggins Valley Park will be in place this fiscal year.
 - CXT restrooms for C-Ramp and Elks Recreation Areas will be ordered in the new year. No updates.
 - Staff received quotes from design firm for plans and specifications for ADA ramp from south C-Ramp parking lot to adjacent restrooms.

Item 7: New Business

- Eagle Landing Park –Feasibility Study for new river access complete. Identifying funding will happen at some undetermined point in the future.
- Citations – citation are being issued. At an upcoming meeting PRAB would like to discuss fine amounts.

Item 8: PRAB Issues/Discussion

- None

Item 9: Next Meeting: March 15, 2018

- Meeting adjourned at 8:20 p.m.