



## **Washington County Parks & Recreation Advisory Board Minutes**

Date: Thursday, November 15, 2018

Time: 7:00 p.m.

Place: Public Services Building

Room 140

155 N. First Ave.

Hillsboro, OR 97124

Members Present: Stephen Baron, Heather Brown, Tya Ping, Ken Knowles, Cindy Dauer, Brad Bittel

Members Absent: None

Public Present: Michelle Molgaard, Megan McMillan, Kevin Zuecher

Staff Present: Carl Switzer

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

- Meeting was called to order at 7:00 p.m.
- PRAB members and staff introduced themselves

### Item 2: Public Comments

- Ms. Molgaard, Ms. McMillan, and Mr. Zuecher, all prospective PRAB members introduced themselves and spoke to why they are interested in joining the PRAB

### Item 3: Approval of Minutes

- September 20, 2018 minutes – approved

### Item 4: Operations Report

- Parks staffing update – Two full-time Park Ranger positions have been filled; Andrew Splinter-Felton and Kyle Cortesi started in September
- A half-time Recreation Program Specialist position has been filled; Daniel Kittleson started in October
- Elks Recreation Area parking lot paving was donated by the Federal Highway Administration with savings from the West Shore Drive project. West Shore Drive project completed in October. Striping of the lot was completed in November.

- Butterfly habitat restoration continuing. Significant Scotch Broom removal and disposal completed.
- Parks staff and volunteers have made upgrades to the disc golf course. Future improvements will include signage (parking lot kiosk and a wayfinding system).

#### Item 5: Old business

- Capital project updates:
  - Pavement renovation at C-Ramp and Eagle Point Recreation Areas is complete.
  - CXT vault toilets – permits obtained; working on contracts; order after new year; installed by end of March
  - ADA ramp from south C-Ramp parking lot to adjacent restrooms. Design work and permits completed; construction has begun
  - Entrance sign complete
  - Office improvements almost complete; remaining work includes installation of service window and finish work

#### Item 6: New Business

- 2019 PRAB schedule; after discussions PRAB decided to maintain their every other month schedule for 2019
- Renaming of C-Ramp Recreation Area
  - PRAB was informed of the delayed but ongoing work to rename C-Ramp Recreation Area in honor of Native American peoples of the area. Kalapooya Recreation Area renaming ceremony tentatively scheduled for late spring/early summer. PRAB to participate. This ceremony may coincide with a park tour of new improvements by the Board of Commissioners and PRAB.
- PRAB member recruitment
  - After much discussion PRAB recommended the appointment of Ms. Molgaard, Ms. McMillan, and Mr. Zuecher. Process and schedule for appointments discussed.

#### Item 8: PRAB Issues/Discussion

- Discussed addition of cigarette butt container placement at Elks Recreation Area and approaches to track park visitors.

#### Item 9: Next Meeting: January 17, 2019

- Meeting adjourned at 8:23 p.m.