



Washington County Parks & Recreation Advisory Board Minutes

Date: Thursday, September 20, 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: None

Staff Present: Carl Switzer, Emily Thompson, Andy Cameron

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

- None

Item 3: Approval of Minutes

- July 19, 2018 minutes – approved

Item 4: Operations Report

- Parks staffing update – Two full-time Park Ranger positions are being filled in September and a half-time Recreation Program Specialist positions being recruited for
- Elks Recreation Area parking lot paving will be donated by the Federal Highway Administration with savings from the West Shore Drive project. Expected to be paved in the coming weeks and striped after that. West Shore Drive project completes in October.
- Parks office improvements continue. When done the facility will have safety improvements for staff and a new lobby for customer service.

- Parks staff and volunteers have made upgrades to the disc golf course. Future improvements will include expanded parking lot, additional signage, 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 - permit applications submitted.
 - ADA ramp from south C-Ramp parking lot to adjacent restrooms. Design work done. Permit application submitted and contractor's contract being finalized.
 - Sea Reach has been hired to do the design, fabrication, and installation of a new park entrance sign at Scoggins Valley Park. Sign design complete. Permit application submitted. Fabrication has started.

Item 6: New Business

- Andy Cameron provided the PRAB an update on the status of the new website. Several recommendations were made including adding a "report a maintenance issue" feature, including information about the history of the park properties, and an activities tab to provide specific information about things such as hiking, family activities, and biking.
- Park Ranger Emily Thompson led a conversation about the work of a Park Ranger detailing duties and responsibilities.
- PRAB recruitments. PRAB was asked to identify potential new members and invite them to apply. As of this meeting there are three open seats.

Item 8: PRAB Issues/Discussion

- Cindy encouraged people to learn about the Cultural Coalition and stated that there may be opportunities for Parks to apply for grants to further programming.

Item 9: Next Meeting: November 15, 2018

- Meeting adjourned at 8:40 p.m.