Parks & Facilities Advisory Committee
Meeting Minutes
September 17, 2025, 6:00 PM Virtual vis MS Teams

In Attendance

Committee Members: James Terwilliger, Kate Nelson, Travis Walker, Robert Dupuy, Ashlee Richards, Claire Tenscher

Staff: Cameron Hall, Leilani Garcia

Board Liaison: Tya Ping

Absent: Amanda West, Saravana Sevugapandia, Shalin Vivek

Meeting minutes:

1. Call Meeting to Order
   1. Meeting started at 6:04 PM
2. Approval of Minutes from August 2025
   1. Hearing no objections or amendments and the minutes are approved
3. Public Comment
   1. No public comments are requested for tonight's meeting
4. Member Roll Call (What Park/facility has each member visited since our last meeting?)
   1. Robert mentioned details from upcoming Cider Festival at the John Quincy Adams Young House
   2. Kate mentioned some issues with geese at Commonwealth Lake Park
   3. Cameron provided introduction for Tya Ping, new Board of Directors Representative
5. New Business
   1. Leilani Garcia presentation for Oregon Department of Energy Grant
   2. Grant is for 100k feasibility study for adding in solar panels to Greenbriar building and HMT Recreation Complex so emergency response shelter preparations can still be powered in the event of a power grid outage.
   3. James question – will these funds be pulled due to Federal Government involvement, Leilani said this grant will be issued despite funding being cut from other areas in Federal Government.
   4. Question from Travis – is installing the solar part of the capital improvement project? Leilani let us know feasibility study would be the first step, and then additional grant funding will be needed to get solar installed.
   5. James then asked when letter needed to be due? Leilani said it was due the following day.
6. Old Business

    1. Challenge grant proposal for water fountain-bottle fill installations
    2. James provided summary of what PFAC has talked about – providing a bottle fill station at Harman, Beaverton, or Sunset Swim Center.
    3. Needing to work together on getting challenge grant proposal completed.
    4. First, group agreed in total to move forward with bottle fill station idea
    5. James proposed creating sub-group to finalize details for proposals
    6. Group decided who would join sub-committee – James, Ashlee, Travis, Saravana
    7. Cameron discussed update on proposed edit for attendance bylaws update.
    8. Group provided feedback on update, and proposed new language from update, to include something similar to "If you have missed two or more meetings unexcused, a 3rd unexcused absence will result in the committee member being removed the liaison is empowered at their discretion to remove that member from the committee, and reopen their position." Claire mentioned need to clarify what excused absences are for liaisons.
7. Wrap-up
    1. Next meeting – Joint Advisory Committee Meeting October 22nd 6:00-8:00 P.M.
8. Adjourn
    1. Adjourned at 6:45 PM