



# MINUTES

## PARKS & RECREATION ADVISORY BOARD MEETING

Tuesday, March 7, 2006  
6:00 p.m.  
Memorial Park Senior Center  
1800 Byron Street

### **Members Present**

Eileen Karlsruher, Chairman  
Mitchel Doblado, Vice Chairman  
Daniel Delahaye  
Matthew Carroll  
Walt Phillips  
Matthew Carroll  
Jose L. Gutierrez  
Carl Pataky  
Olga Holguin  
Cherilyn Dorsey  
Kelly Duke  
Yolanda Cordova  
Robert Gonzales  
Henry Stokes

### **Members Absent**

Gail Caldwell  
Alma Wilson  
Alice Davis

### **Staff Present**

Dr. Norman C. Merrifield  
Lucy Martinez  
Joe Rodriguez  
Veronica Meyers  
Pete Dunavant

### **Others Present:**

Veronica Harris, P+3

**Early Departures:** Yolanda Cordova @ 7:20 p.m., Cherilyn Dorsey @ 7:20 p.m., Mitch Doblado @ 7:27 p.m., and Kelly Duke @ 7:37 p.m.

1. **Meeting called to order** by Chairman, Eileen Karlsruher at 6:03 p.m.
2. **Reappointed Henry Stokes, by Mayor John Cook, was welcomed and introduced himself to the new board members.**
3. **Motion to approve minutes of January 17, 2006; Motion made by Daniel Delahaye to postpone approval of minutes for both January and February Park Board meetings until April for further discussion with Assistant City Attorney on discrepancies questioned; seconded by Matthew Carroll; 12 members approved; 1 nay made by Carl Pataky**
4. **Petitions and Communications from the Public:**
  - a. Walt Phillips, Park's Advisory Board member discussed the Mayor's 100 Teens Program where a Freshman, Sophomore or Junior may be nominated from teens that have overcome a significant obstacle in their lives, someone who has performed community service or has demonstrated scholastic achievement. Nominations will be accepted until April 15, 2006 at the Mayor's office. One hundred kids will be picked with the help of the Optimist, the Lions and the Rotary Club and will appear in a special magazine.

- b. Dr. Merrifield discussed information pertaining to Tierra Del Este Property and S.I.S.D. It appears the property may be offered to the school board to purchase. The developer platted this property incorrectly four years ago and that was the beginning of additional challenges. The school wanted to work with Park's Department to develop two ballparks and complete a remaining track. Dr. Merrifield received a letter from the school, which was described as a Park/School Agreement, which gave the school exclusive use of this property during specific days and times. A decision was made after speaking with Representative Presi Ortega and the Assistant City Manager and the recommendation was that it would be best that fees be taken in lieu of land. Fees from the old Ordinance would be approximately \$600,000 which would allow the Park's Department to buy property, more than 10 acres, and develop it as a park and allow the school to buy that land from the developer.

**5. Parks and Recreation Staff Announcements:**

- a. Veronica Meyers, Recreation Program Coordinator, presently at the Polly Harris Recreation Center and soon the new Director for the Westside Community Center and Park was recognized for her 15 years of outstanding service to the City of El Paso with 2 1/2 years of outstanding service to the Parks and Recreation Department.

**6. Information and Discussion on Status Report of QOL Projects being**

**Managed by P+3:** Veronica Harris, Project Manager of P+3 stated that City Council approved the transfer of \$215,000 from the Park Contingency Fund to the Westside Sports Complex and P+3 is in the process of completing a parking agreement with EPCC. Construction started at Chelsea and Hawkins Swimming pools on February 14, 2006, Package 5 Arlington and Sunrise Shelters started construction February 25, and Package 8 was given notice to proceed February 13<sup>th</sup>. Under Warranty & Completion, McKelligon Canyon was issued a certificate of completion February 2<sup>nd</sup>. The shelter was also given an upgrade. The Convention and Visitors Bureau will be programming events at McKelligon Canyon. Additional information will be brought to the April Park's Advisory Board meeting. On the progress of the Ft. Bliss Soccer Complex, Ms. Harris stated that Fort Bliss officials approved a concept of approval. They in turn issued a right of entry for design only but the position of the City is that without the right of entry for construction the City is not in the position to start a design without a guarantee of construction. The design is \$400,000 dollars. A commitment is needed from Ft. Bliss that a right of entry for construction and it hasn't been granted. A request was made for more information on the Fort Bliss Soccer Complex April's Park's Board meeting.

**7. Information and Discussion on Written Policy and Format Regarding Park's**

**Advisory Board Agenda Process:** Eileen Karlsruher stated that if an Agenda Item is requested the item must be requested by Wednesday or no later than Thursday morning the week before the board meeting to Lucy Martinez to be placed on the Agenda and approved. Dr. Merrifield looks over the Agenda then Eileen Karlsruher for final approval. In Eileen's absence Vice Chair, Mitch Doblado will do final approval. A request to limit the Petitions and Communications from the Public to no more than 3 minutes was suggested.

8. **Information and Discussion on Developing Policies and Procedures for each Sub Committee:** Eileen Karlsruher, Chairperson stated that there are four subcommittees. 1) Sports Grievance subcommittee should meet and develop procedures and have the members know the sports rules. Lucy Martinez will advise Alma Wilson, Chair for that subcommittee, of upcoming meetings. 2) Park Naming subcommittee should allow for endowments and policies in their Policies and Procedures. 3) Master Plan subcommittee is to work on governance and increase terms of appointments to be included in their procedures and policies. 4) Land Administration subcommittee does not need to meet at this time. As per Dr. Merrifield, the City is hiring a consultant to review rewrite the complete Subdivision Ordinance. Meeting dates will be scheduled for all subcommittees.
9. **Information and Discussion on the Definition of Public Office of Honor in Ordinance 2.20.020, Members not to hold other public offices-Compensation:** Dr. Merrifield related information from Assistant City Attorney, Josette Flores. Dr. Merrifield read ordinance but further clarification was requested. Josette Flores will be invited to attend the next board meeting for further discussion.
10. **Update on Parkland Dedication Park Ordinance/Master Plan:** Dr. Merrifield stated that the new Parkland Subdivision changed language last week. The new language prohibits cash payment when 1 acre or more Parkland is required. The Park Director will be allowed to approve the Parks general location within the subdivision with priority be given to locating near schools, potential trails, and ponding sites whenever possible. Also required was that the location of a new Park be within ½ mile of every residence when possible. In cases where the donation is less than 1 acre the developer may negotiate by giving additional land to upgrade to 1 acre or more and the developer be given due credit. Substitution for additional land may include a lateral or trail or even 50% on ponding. The Council voted to accept the Planning Commission's recommendations in terms of acreage for single and multi family complexes. For single residence developer must provide 1 acre for every 100 units, which should result in 3.1 acre per 1,000 homes. Multi family the ordinance reads 1 acre of giving for every 200 units based on 2.3 acres. The developer is now required to add benches, trees or playground environment along with the turf and irrigation. If the development is less than 1 acre the cost is \$1695 per unit. The City Manager requested a "development team" consisting of a City Engineer, the Park's Director, the planning department. Barry Russell, Assistant Director for Park's and Recreation Department has been appointed to the Parkland development team has been attending the meetings for every proposal that comes in. The Park Master Plan will be completed around May 2006. Master Plan consultants were asked to submit a proposal for open space and arroyos review. The Park's Master Plan will be presented to the Park's Advisory Board before going to City Council.
11. **Meeting adjourned at 7:50 p.m.**