

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: **Parks and Recreation**

AGENDA DATE: **January 20, 2009**

CONTACT PERSON/PHONE: **Joel W. McKnight, Assistant Director 541-4354**

DISTRICT(S) AFFECTED: **All**

SUBJECT:

Approve a policy for restrooms in outdoor park areas.

BACKGROUND / DISCUSSION:

The Parks and Recreation Department has developed a recommended park restroom policy. Staff received input from the public, Neighborhood Associations, Parks and Recreation Advisory Board, and Legislative Review Committee – Economic Development/Quality of Life and Tourism. Staff also reviewed information from other cities, including Austin, TX; Albuquerque, NM; Tucson, AZ; Fort Worth, TX; and Grand Prairie, TX.

The draft policy recommends that permanent restrooms be placed in parks that are 12 acres and larger, which affects 35 existing parks. The policy recommends that these restrooms be operated and maintained in accordance with standard park hours. Please refer to the attached draft.

PRIOR COUNCIL ACTION:

On January 6, 2009, the Legislative Review Committee – Economic Development/Quality of Life and Tourism approved the attached draft policy as recommended by the Parks and Recreation Advisory Board and asked that it be brought to City Council for review and action.

On September 30, 2008 Council directed staff to draft a comprehensive park restroom policy.

AMOUNT AND SOURCE OF FUNDING:

Costs associated with implementation are not currently in the budget and would require budget augmentation to the general fund.

- Phase I, current year, involves planning and no changes to current operations (status quo).
- Phase II, could begin FY10. One time costs of \$55,650 to place portables at 22 parks and \$108, 250 in annual costs to operate and maintain 14 permanent and 22 portable restrooms 7 days/week.
- Phase III, one time costs of \$4,800,000 to construct permanent restrooms at 22 parks and renovate six existing. Annual Operating costs \$121,000.
- Phase IV, presumes construction of permanent restrooms is complete. Annual operating costs of \$241,625 for 36 permanent restrooms.

The estimated costs listed above are based on current values and recent trends. Funding for capital construction could come from a future bond election as early as 2010.

BOARD / COMMISSION ACTION:

On January 6, 2009, the Parks and Recreation Advisory Board approved the attached draft policy and recommended approval by City Council.

*****REQUIRED AUTHORIZATION*****

LEGAL: (if required) _____ **FINANCE:** (if required) _____

DEPARTMENT HEAD: _____
(Example: **if RCA is initiated by Purchasing, client department should sign also**)

Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: _____

DATE: _____

Parks and Recreation Department Administrative Guideline	 AG
SUBJECT: Restrooms in Parks	
RELATIONSHIPS TO ADOPTED POLICIES, ORDINANCES, OTHER DEPARTMENTS: CHAPTER 13.24 OF THE EL PASO MUNICIPAL CODE; CITY OF EL PASO PARK DESIGN AND CONSTRUCTION STANDARDS; THE PARKS AND RECREATION MASTER PLAN FOR EL PASO, TEXAS	EFFECTIVE DATE:
	AMENDED DATE:
	CYCLE OF REVIEW:
APPROVALS:	ATTACHMENTS: AUTHOR: JOEL W. MCKNIGHT TITLE: Assistant Director

Section 1 Purpose

To establish a policy for permanent restroom placement within parks, including locations, hours of operation, maintenance, and standards for portable restrooms.

Section 2 Placement of Permanent Restrooms in Parks

The following parks shall have permanent restrooms:

- Community and Regional Parks shall have permanent restrooms due to the fact that patrons often drive from other areas when using these parks and these parks are designed for organized activity.
- Intended use will be considered when evaluating the placement of permanent restrooms in Special Use Parks.
- Intended use, available area, and utilities will be considered when evaluating the placement of permanent restrooms in larger Neighborhood Parks (minimum of 12 acres in size.)
- Permanent restrooms will not be placed in Pocket Parks or Neighborhood Parks that are less than 12 acres in size.

If only one permanent restroom is on site, it shall be adjacent to a primary activity area.

Section 3 Hours of Operation

Permanent restrooms will be open for use from 6:00AM to 10:00PM, standard park hours. When there is a sanctioned organized activity, such as athletic leagues or special events, hours may be adjusted at the discretion of the Parks and Recreation Director, or designee.

Section 4 Maintenance of Permanent Restrooms

Permanent restrooms will be inspected and stocked at least once per day (Monday through Sunday). Cleaning schedules will be as needed based on use patterns.

Section 5 Standards for Portable Restrooms

When needed due to organized activities or special events, portable restrooms may be placed on park sites at the discretion of the Parks and Recreation Director, or designee.

- Portable Restroom Placement (Continuous Use)
 - Portable units will be secured to a concrete pad with a 3-sided enclosure for security and screening.
- Portable Restroom Placement (Temporary Use Permit or Special Event)
 - Portable units will be placed as near to activity as possible without causing damage to the park grounds.
 - The units will be removed as soon as possible after the scheduled event.
- Portable Restrooms will be cleaned, stocked, and maintained based on the use pattern.

DRAFT



Park Restroom Policy

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09 JAN 16 PM 2:02



Surveys of Municipal Park Agencies

- Albuquerque, New Mexico
- Austin, Texas
- Tucson, Arizona
- Fort Worth, Texas
- Grand Prairie, Texas



Survey Results

	Responses
Austin, TX	30 acres or larger for permanent pre fab restrooms. Portable units for special events and at sites that will have 200 or more visitors in a day. Hours of operation depends on staffing, location, and safety.
Albuquerque, NM	Only have two facilities with permanent restrooms, which are only open for special events. Special events and 15 Sports facilities rent portable units during the use period.
Tucson, AZ	15 acres or larger for permanent restrooms. Portable units for special events. Hours of operation are primarily during park hours.
Fort Worth, TX	Do not have permanent restrooms in their parks. They rent portable units for all athletic and special events.
Grand Prairie, TX	15 acres or larger for permanent restrooms. Portable units for special events. Hours of operation are primarily during park hours.

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09 JAN 16 PM 2:02



Which Parks Should Have Permanent Restrooms

- Community and Regional parks
- Special Use parks case by case
- Larger (12 acres) Neighborhood parks
- No restrooms at Pocket parks or smaller Neighborhood parks (less than 12 acres)

SERVICE SOLUTIONS SUCCESS



Permanent Restroom Placement

- Adjacent to primary use area

SERVICE SOLUTIONS SUCCESS



Hours of Operation

- 6AM to 10PM (same as park hours)



Cleaning Frequency

- Permanent restrooms inspected and stocked once per day (Monday through Sunday)
- Cleaning schedules based on use

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09 JAN 16 PM 2:02



Portable Restroom Usage

- When needed due to organized activities, portable restrooms may be placed on park sites at the discretion of the Director of Parks and Recreation



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09 JAN 16 PM 2:02

Portable Restroom Standards

- Continuous Use
 - 3-side enclosure for security and screening
 - Securely fastened to a concrete pad
- Temporary Use or Special Event (By Permit)
 - Located as near to the activity as possible
 - Removed after event
- Cleaned, stocked, and maintained based on use



Existing Permanent Restrooms at Parks

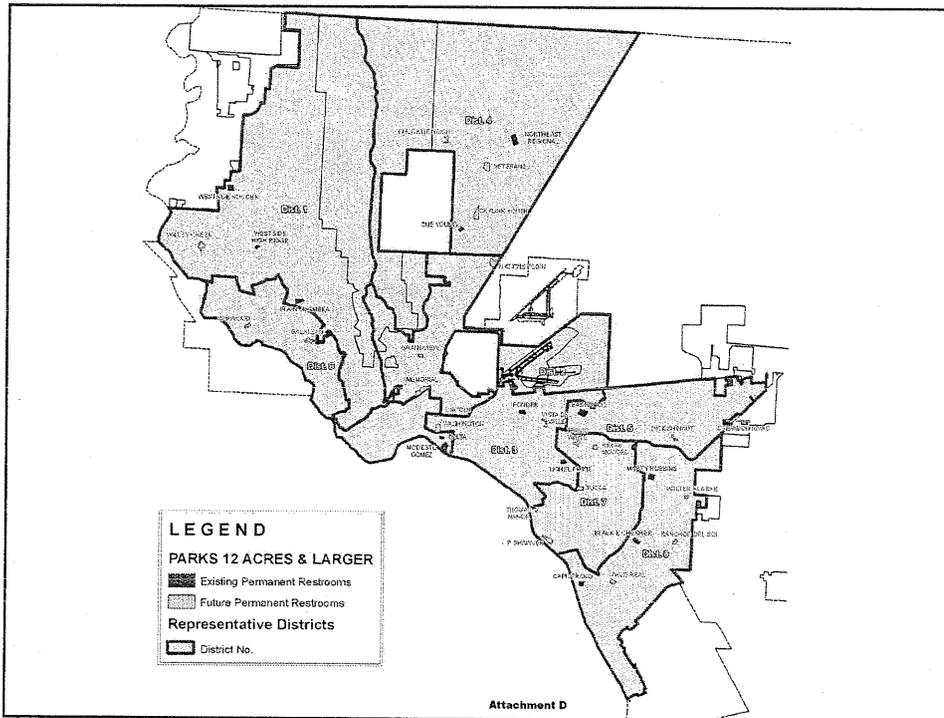
Park	District	Classification	Acreage	# of Permanent RR	Notes
Blackie Chesher	6	Regional	66.00	1	
Capistrano	6	Community	26.00	1	
Delta	8	Neighborhood	12.50	1	
Eastwood	5	Community	47.00	1	1 is on exterior of Rec Ctr
Irwin J. Lambka	1	Neighborhood	13.00	1	
Lionel Forti	6	Community	23.50	1	
Modesto Gomez	8	Community	32.00	1	
Northeast Regional	4	Regional	58.00	1	
Ponder	3	Community	23.00	1	
Sue Young	4	Community	25.00	1	
Westside Comm	1	Community	14.00	1	
Westside Soccer	1	Community	35.00	1	under construction
Marty Robbins	3	Community	31.00	2	1 is on exterior of Rec Ctr
				14	13 sites



Future Permanent Restrooms at Parks

Park	District	Classification	Acreage	# of		Notes
				Permanent	RR	
Chuck Heinrich	4	Community	17.50			
Dick Shinaut	5	Neighborhood	14.50			
Galatzan	8	Community	21.50			
Grandview	2	Community	15.00			
Lincoln	3	Community	23.00			
Marwood	8	Neighborhood	12.50			
Memorial	2	Community	43.00			
Nations Tobin	2	Community	44.00			
Pavo Real	6	Community	20.00			
Ranchos del Sol	6	Neighborhood	14.00			
Reese McCord	7	Community	16.00			
Salvador Rivas	5	Community	17.00			
Shawver	7	Community	41.00			
Skyline	4	Community	25.00			
Thomas Manor	7	Neighborhood	12.00			
Travis White	7	Neighborhood	14.50			
Valley Creek	1	Community	36.00			
Veterans	4	Community	44.00			
Vista del Valle	3	Community	22.00			
Walter Clarke	6	Community	16.50			
Washington	3	Neighborhood	12.00			
Yucca	7	Community	16.50			
				22	22 sites	

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Implementation & Costs (pending funding)

- Phase I, FY 2009 no change (status quo)
- Phase II, FY 2010, 2011
 - Add (22) portables \$55,650 (one time)
 - Maintenance & security (22) portables and (14) existing permanent restrooms \$108,250 (annual)
- Phase III, FY 2011, 2012
 - Install permanent restrooms at (22) sites and renovate existing \$4,800,000 (one time)
 - Maintenance & security (22) portables and (14) existing permanent restrooms \$121,000 (annual)
- Phase IV,
 - Maintenance & security (35) permanent restrooms \$241,625 (annual)

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09 JAN 16 PM 2:02



- Permanent restrooms at parks 12 acres and larger provide a quality of life amenity.
- Organized activities can be transferred out of smaller neighborhood parks per the 2006 Parks and Recreation Master Plan