



ADVISORY BOARD MINUTES

PLANNING & INSPECTIONS DIVISION

Wednesday, February 3rd, 2016, 3:00 P.M.
City 3 Building, 801 Texas Avenue
Basement, Thorman Conference Room

Members Present: 5

Chairwoman Lois Balin, Vice-Chairman Jim Tolbert, Dr. Richard Teschner, Maria Teran, and Patricia White

Members Absent: 4

Katrina Martich, Dr. Richard Bonart, Joseph Nester, and Ann Morgan Lilly

Vacancies: 0

Planning & Inspections Department – Planning Division Staff:

Alex Hoffman, Lead Planner; Kimberly Forsyth, Program Manager; Jeff Howell, Planner; Anne Antonini, Planner; Harrison Flourde, Planner

Other City Staff Present:

Karla Nieman, Assistant City Attorney; City Attorney's Office; Guillermo "Memo" Sotomayor, Real Estate Manager, Economic & International Development Department; Rudy Valdez, Program Manager, Capital Improvement Department (CID); Jeff Wolff, Utility Planner, EPWU-PSB

Members of the Public:

Ms. Marilyn Guida

1. Meeting Called to Order

Chairwoman Balin called the meeting to order at 3:08 p.m.

2. Call to the Public (items not listed on the agenda)

None.

3. Discussion and Action:

- a. Change to the Agenda.

None.

b. Approval of Minutes: January 13th, 2016.

Chairwoman Balin asked if Board Members had any additions/changes/revisions. *There were none.*

MOTION:

Motion made by Ms. Teran, seconded by Dr. Teschner AND UNANIMOUSLY CARRIED TO APPROVE MINUTES.

4. Discussion and Information: Informational presentation on the City of El Paso's land procurement procedures.

Staff Contact: Guillermo Sotomayor, sotomayorgr@elpasotexas.gov

Mr. Sotomayor, Real Estate Manager, gave a presentation explaining the process when acquiring properties and responded to comments and questions from Board Members.

Chairwoman Balin, Vice-Chairman Tolbert and Board Members Dr. Teschner, and Ms. White commented.

5. Discussion and Action: Review and comment on the following zoning application:

1. PZDS16-00025: Portion of Lot 1, Block 2, Mesa Hills West, City of El Paso, El Paso County, Texas

Location: 310 Mesa Hills Drive

Zoning: C-1/sc (Commercial/Special Contract)

Request: Detailed Site Development Plan Review

Existing Use: Vacant

Proposed Use: Medical Office

Property Owner: AHTX 1, LLC

Representative: SMS Architects/James Suerken

District: 8

Staff Contact: Jeff Howell, (915) 212-1607, howelljb@elpasotexas.gov

Mr. Jeff Howell, Planner, gave a presentation and responded to comments and questions from Board Members.

Chairwoman Balin and Board Members Ms. White and Dr. Teschner commented.

MOTION:

Motion made by Vice-Chairman Tolbert, and seconded by Dr. Teschner AND UNANIMOUSLY CARRIED TO ACCEPT THE RECOMMENDATION.

6. **Information and Discussion:** Status update report on the Quality of Life Bond money allocations.
Contact: Rudy Valdez, valdezrx1@elpasotexas.gov

Mr. Valdez, Program Manager, Capital Improvement Department, gave a presentation and responded to comments and questions from the Board and the public.

Chairwoman Balin, Vice-Chairman Tolbert and Board Members Ms. Teran, Dr. Teschner, and Ms. White commented.

The following staff members responded to comments and questions from the Board:

1. Ms. Nieman, Assistant City Attorney
2. Ms. Forsyth, Program Manager, Planning & Inspections Department

Ms. Marilyn Guida, public, suggested it would be beneficial to Board Members and the public if Parks & Recreation staff were present at OSAB meetings to respond to comments and questions.

7. **Discussion and Action:** Discussion of the open space possibilities of detention ponds.
Contact: Cynthia Osborn, cosborn@epwu.org

Mr. Wolff, Utility Planner, EPWU-PSB, gave a presentation regarding what qualifies an area open space, specifically detention ponds, and responded to comments and questions from the Board.

NO ACTION.

CLOSED SESSION

FOR THE RECORD

Chairwoman Balin read following into the record - The Open Space Advisory Board of the City of El Paso may retire into **CLOSED SESSION** pursuant to Section 3.5A of the El Paso City Charter and the Texas Government Code, Chapter 551, Subchapter D, to discuss any of the items on this agenda, consistent with the terms of the Open Meetings Act. The Open Space Advisory Board will return to open session to take any final action.

SECTION 551.071 CONSULTATION WITH ATTORNEY

SECTION 551.072 DELIBERATION REGARDING REAL PROPERTY

SECTION 551.073 DELIBERATION REGARDING PROSPECTIVE GIFTS

SECTION 551.074 PERSONNEL MATTERS

SECTION 551.076 DELIBERATION REGARDING SECURITY DEVICES

SECTION 551.087 DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS

- CS1. **Information and Discussion:** Updated information on the City's negotiations concerning properties identified in the OSAB priority list. Discussion of this item will be closed to the public pursuant to the *El Paso City Code, Section 2.22.050(A)(5)*, and *Texas Government Code Section 551.072 Deliberation Regarding Real Property*.
Contact: Rudy Valdez, valdezrx1@elpasotexas.gov
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Following the Closed Session, Board Members reconvened the meeting.

- 8. Information and Discussion:** Update on the status of a proposed amendment to the standards of the Natural Open Space District amendment in Title 20 of the El Paso City Code.

Contact: Alex Hoffman, hoffmanap@elpasotexas.gov

Chairwoman Balin explained she met with Col (Ret) Cary Westin, Managing Director, Economic & International Development Department to request his assistance moving the proposed amendment to the Natural Open Space forward to City Council. Mr. Westin requested a redlined copy of the original ordinance with the proposed revisions. Following receipt and review of said documents, Mr. Westin stated he would personally push this forward to the City Council.

Ms. Forsyth, Program Manager, responded to comments and questions from the Board and public.

Ms. Marilyn Guida, public, questioned should any changes be made to the proposed Natural Open Space amendments, would those changes be presented to the OSAB for consideration. Additionally, she suggested Chairwoman Balin be invited to the meeting with Mr. Westin, Mr. Nichols and other staff members to clarify any issues and/or concerns promptly.

Chairwoman Balin replied yes.

- 9. Information and Discussion:** Update on the Castner Range Resolution adopted by the El Paso City Council at its January 26 meeting.

Contact: Karla Nieman, niemankm@elpasotexas.gov

Ms. Nieman, Assistant City Attorney, explained City Council Representatives resolution to support making Castner Range a national monument at the January 26th City Council meeting. Following receipt of the signed resolution, the document will be forwarded to the state and federal entities for further processing.

Chairwoman Balin and Board Member Dr. Teschner commented.

- 10. Information and Discussion:** Presentation on the requirements of the State of Texas Open Meetings Act. Contact: Karla Nieman, niemankm@elpasotexas.gov

Ms. Nieman, Assistant City Attorney, gave a presentation explaining the definitions, requirements and violations of the State of Texas Open Meetings Act and responded to comments and questions from the Board.

Chairwoman Balin and Board Members Dr. Teschner, Ms. White, and Ms. Teran commented.

11. Discussion and Action: Formation of an Open Space Master Plan Implementation Tools subcommittee for the purpose of researching how to utilize the implementation tools referenced in the City of El Paso's adopted Open Space Master Plan.

Contact: Lois Balin, OSAB Chairwoman, lois.balin@tpwd.texas.gov

MOTION:

Motion made by Ms. Teran, and seconded by Vice-Chairman Tolbert AND UNANIMOUSLY CARRIED TO POSTPONE TO THE MARCH 2ND OSAB MEETING.

12. Adjournment

MOTION:

Motion made by Chairwoman Balin, and seconded by Vice-Chairman Tolbert AND UNANIMOUSLY CARRIED TO ADJOURN.