

*Minutes of the Tuesday, December 11, 2007  
El Paso County Park Advisory Board Meeting  
Board of County Commissioners Hearing Room  
27 East Vermijo – Third Floor*

Present: Dave Zook, Vice-Chair; Ed Browne; Jane Fredman; Warren Hill;  
Kimberly Tyler James and Chris Meyer  
Absent: Jerry Bahner, Juel Kjeldsen and Ralph Townsend  
Staff: Tim Wolken, April Champion, Neil Katz, Todd Marts, Paula Megorden,  
Dana Nordstrom, Cindy Olson, Allison Plute, Rock Spencer, Annie Stark  
and Jerry Westling

The following minutes are a summary of the proceedings. An audio duplication is available upon request at the El Paso County Parks & Leisure Services Administration Office.

1. Call to Order  
Vice-Chair Dave Zook called the meeting to order at 1:34 p.m.
2. Approval of Agenda  
Tim Wolken requested to add subdivision VE-07-02 Cathedral Pines Filing 4 to the endorsement section under item #7. **Warren Hill made a motion to approve the meeting agenda with the addition. Jane Fredman seconded the motion and it passed unanimously (Jerry Bahner, Juel Kjeldsen and Ralph Townsend absent).**
3. Approval of Meeting Minutes  
**Warren Hill made a motion to approve the November 13, 2007 meeting minutes. Chris Meyer seconded the motion and it passed unanimously (Jerry Bahner, Juel Kjeldsen and Ralph Townsend absent).**
4. Introductions  
Jane Fredman presented the 2007 Volunteer Award of Excellence award to Ron Buchanan. Kimberly Tyler James presented the 2007 Employee Award of Excellence to Allison Plute.
5. Correspondence/Citizen Comments  
Tim Wolken commented on an email received from Pat Dikeman commending the North District Maintenance staff for their work at Black Forest Regional Park.
6. Monthly Report  
Tim Wolken updated the Park Advisory Board on the November 2007 activities and ongoing projects.
7. Subdivisions  
The following subdivisions were presented to the Park Board for discussion and / or endorsement:

Old Items

VA-07-00 Britton Wholesale Nursery

Information Only Item

PU-07-018 Cornerstone Estates Dec 2007

Added Item

VR-07-02 Cathedral Pines Filing 4

**Jane Fredman made a motion to endorse staff recommendation for Britton Wholesale Nursery subdivision. Ed Browne seconded the motion and it passed unanimously (Jerry Bahner, Juel Kjeldsen and Ralph Townsend absent).**

**Ed Browne made a motion to endorse staff recommendation for Cathedral Pines Filing 4 subdivision. Kimberly Tyler James seconded the motion and it passed (Jane Fredman, abstained; Jerry Bahner, Juel Kjeldsen and Ralph Townsend absent).**

8. Information/Action Items

A. Budget Update

Tim Wolken provided a brief overview of the 2008 Budget. The following items will tentatively be included in the 2008 budget balancing initiative that will involve the Parks Department:

- Reduce the Parks Department operational support by \$222,450
- Sell both park houses
- Transfer \$275,000 of park maintenance expense to Conservation Trust Fund
- Utilize an additional \$50,000 of the Schlage Lock payment for General Fund support
- Bill back the Conservation Trust Fund \$67,253 for administrative support
- County staff will work 4 – 10 hour days throughout 2008

B. 2008 Strategic Action Plan

Tim Wolken outlined the 2008 goals and objectives for the Park Advisory Board and Park Staff.

**Warren Hill made a motion to endorse staff recommendation for the 2008 Strategic Action Plan. Kimberly Tyler James seconded the motion and the motion passed unanimously (Jerry Bahner, Juel Kjeldsen and Ralph Townsend absent).**

9. Board/Staff Comments  
Miscellaneous comments made by Board Members and Park Staff.
  
10. Adjourn  
The Park Advisory Board meeting adjourned at 2:50 p.m.

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Kimberly Tyler James, Board Secretary