

*Minutes of the Tuesday, February 12, 2008  
El Paso County Park Advisory Board Meeting*  
Board of County Commissioners Hearing Room  
27 East Vermijo – Third Floor

Present: Jerry Bahner, Chair; Dave Zook; Ed Browne; Jane Fredman; Warren Hill;  
Kimberly Tyler James and Juel Kjeldsen  
Absent: Chris Meyer and Ralph Townsend  
Staff: Tim Wolken, Neil Katz, Todd Marts, Dana Nordstrom, Cindy Olson,  
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  
Chair Jerry Bahner called the meeting to order at 1:30 p.m.
2. Approval of Agenda  
**Ed Browne made a motion to approve the meeting agenda as presented. Kimberly Tyler James seconded the motion and it passed unanimously (Chris Meyer, Ralph Townsend and Dave Zook absent).**
3. Approval of Meeting Minutes  
**Ed Browne made a motion to approve the January 10, 2008 meeting minutes. Juel Kjeldsen seconded the motion and it passed unanimously (Chris Meyer, Ralph Townsend and Dave Zook absent).**

Dave Zook arrived at 1:34 p.m.

4. Introductions  
None
5. Correspondence/Citizen Comments  
Several citizens made comments regarding the proposed OHV Park.
6. Monthly Report  
Tim Wolken updated the Park Advisory Board on the 2008 January activities and ongoing projects.
7. Subdivisions  
The following subdivisions were presented to the Park Board for discussion and / or endorsement:

Information Only Items:

- a) SP-07-022 Hidden Forest Estates

New Items:

- b) SF-07-022 Falcon Prairie Estates
- c) MS-08-00 Jacksboro Subdivision
- d) AL-08-001 Sertoma Senior Living Center

After general discussion was held regarding the subdivisions, **Ed Browne made a motion to endorse staff recommendations for subdivisions “b”, “c”, and “d”. Kimberly Tyler James seconded the motion and it passed unanimously (Chris Meyer and Ralph Townsend absent).**

8. Information/Action Items

A. 2007 Annual Report

Tim Wolken presented the 2007 Annual Report that outlines the Parks & Leisure Services Department highlights during 2007. **Jane Fredman made a motion to approve the 2007 Annual Report as presented. Ed Browne seconded the motion and it passed unanimously (Chris Meyer and Ralph Townsend absent).**

B. Volunteer Manual

Dana Nordstrom presented the proposed Volunteer Manual that includes procedures for the Parks & Leisure Services Department to use to recruit, train and utilize volunteers. **Dave Zook made a motion to approve the Volunteer Manual as presented. Ed Browne seconded the motion and it passed unanimously (Chris Meyer and Ralph Townsend absent).**

C. Urban Park Grant Application – Woodmen Hills Metro District

Tim Wolken provided a brief overview of the urban park grant application from the Woodmen Hills Metro District. Staff recommended endorsing a \$25,000 Urban Park Grant for their proposed project.

**Warren Hill made a motion to endorse an Urban Park Grant for the Woodmen Hills Metro District for \$25,000. Jane Fredman seconded the motion and it passed unanimously (Chris Meyer and Ralph Townsend absent).**

9. Board/Staff Comments

None

10. Adjourn  
The Park Advisory Board meeting adjourned at 3:46 p.m.

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Kimberly Tyler James, Board Secretary