

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

**DEPARTMENT:**

**AGENDA DATE:**

**PUBLIC HEARING DATE:**

**CONTACT PERSON NAME:**

**PHONE NUMBER:**

**2nd CONTACT PERSON NAME:**

**PHONE NUMBER:**

**DISTRICT(S) AFFECTED:**

**STRATEGIC GOAL:**

**SUBGOAL:**

**SUBJECT:**

**BACKGROUND / DISCUSSION:**

**COMMUNITY AND STAKEHOLDER OUTREACH:**

**PRIOR COUNCIL ACTION:**

**AMOUNT AND SOURCE OF FUNDING:**

**REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:**

NAME	AMOUNT (\$)

\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:** Philip Tiive

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

**A RESOLUTION ESTABLISHING THE OPEN SPACE ADVISORY BOARD FOR THE PURPOSE OF ASSISTING IN THE PRESERVATION AND ACQUISITION OF OPEN SPACE IN THE CITY OF EL PASO.**

**WHEREAS**, on June 9<sup>th</sup>, 2009 the El Paso City Council (“City Council”) enacted Ordinance No. 017770 establishing the Open Space Advisory Board to advise City Council on matters related to preserving and acquiring open space; and

**WHEREAS**, on May 12, 2025 City Council directed boards and commissions be standardized to be enacted by resolution instead of ordinance; and

**WHEREAS**, the current Members of the Open Space Advisory Board shall continue to serve out their appointed terms; and

**WHEREAS**, on May 12, 2025 City Council directed all boards and commissions to follow Uniform Bylaws; and

**WHEREAS**, on May 12, 2025 City Council directed the Open Space Advisory Board to move to a quarterly meeting schedule; and

**WHEREAS**, the City of El Paso would continue to benefit from the establishment of an advisory committee in order to preserve and acquire open space throughout the City of El Paso.

**WHEREAS**, Chapter 2.22 (Open Space Advisory Board) was deleted and this Resolution will be adopted in its place; and

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

1. That the Open Space Advisory Board is hereby established to serve as an advisory committee to the City Council concerning the acquisition and preservation of open space in the city of El Paso.
2. That the current Members of the Open Space Advisory Board shall continue to serve out their appointed terms.
3. That the Open Space Advisory Board shall adopt the City of El Paso’s Uniform Bylaws, as may be updated from time to time.
4. The OSAB will meet four times a year to review updates, discuss plans and carry out board responsibilities.
5. That the Open Space Advisory Board shall have the following duties (Exhibit “A”).

**PASSED AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**THE CITY OF EL PASO**

\_\_\_\_\_  
**Renard U. Johnson**, Mayor

**ATTEST:**

\_\_\_\_\_  
**Laura D. Prine**  
City Clerk

**APPROVED AS TO FORM:**

*Russel T. Abeln*  
\_\_\_\_\_  
**Russell T. Abeln**  
Senior Assistant City Attorney

**APPROVED AS TO CONTENT:**

*Philip F. Etiwe*  
\_\_\_\_\_  
**Philip F. Etiwe**, Director  
Planning & Inspections Department

## OSAB DUTIES

### EXHIBIT "A"

- A. The open space advisory board shall act as an advisory board and provide recommendations to the city council in efforts to preserve, acquire, and promote usage and maintenance of open space as identified in the current open space master plan. The open space advisory board shall provide recommendations on the implementation of the open space master plan. The open space advisory board shall review and provide input to the city council on legislative matters pertaining to open space submitted to the board.

Specifically, the open space advisory board shall:

1. Review, advise, propose and recommend actions to the city council on additions or changes to: the open space master plan, open space goals, open space acquisitions, open space funding and spending prioritization, Title 18 (if the amendment relates to landscaping or grading), Title 19, Title 20 and Title 21 of the city code or any other city code provision if requested by staff if funding is available;
2. Provide recommendations to the city council regarding matters before state and federal agencies affecting open space identified in the open space master plan or stormwater capital improvement plan for which comment or input is solicited or requested to include, but not be limited to, requests for individual permits from the U.S. Army Corps of Engineers;
3. Review and provide input to city staff regarding matters initiated by city staff to identify, preserve, acquire and manage open space, including development plans that impact open space or plans for open space components (in conformance with the open space master plan) of undeveloped areas in the city limits;
4. Review and provide input to the city council and El Paso Water (EPW) regarding the Master Stormwater Management Plan and the annual Stormwater Capital Improvement Plans per Ordinance 016668, and on matters initiated by EPW to include establishing priorities for open space acquisitions and improvements and review of EPW reports regarding the ten percent of annual drainage utility fee revenues allocated for "Green Projects," as relating to open space.
5. The board may conduct meetings closed to the public when discussing matters related to the acquisition of real property when brought by Staff and the City Attorney.

- B. It shall be the duty of the open space advisory board to serve as an advisory body to the city council on matters concerning the Mountain Development Area and the Hillside

Development Area, as defined in Title 19 of the El Paso City Code. The open space advisory board shall:

1. Review and make recommendations to the city plan commission (CPC) regarding its, rezoning applications within the Mountain Development Area and the Hillside Development Area that are adjacent to or impact open space areas identified in the open space master plan. If such recommendations are not forwarded to the CPC prior to the relevant CPC meeting, nothing in this section shall serve to prevent the CPC from taking action;
2. Review, on a quarterly basis, a report submitted by city staff on land studies and plats approved in the Mountain Development Area and Hillside Development Area for the purpose of understanding how the new development impacts open space within the area; and
3. Make recommendations for future acquisition of properties in the Mountain Development Area that are of interest and concern to the city when funds are identified by City Council.

## Resolution for Open Space Advisory Board Duties - REDLINES

- A. The open space advisory board shall act as an advisory board and provide recommendations to the city council in efforts to preserve, ~~and acquire,~~ and promote usage and maintenance of open space as identified in the ~~"Towards a Bright Future: A Green Infrastructure Plan for El Paso, Texas," commonly referred to as the~~ current open space master plan. The open space advisory board shall provide recommendations on the implementation of the open space master plan. The open space advisory board shall review and provide input to the city council on legislative matters pertaining to open space submitted to the board. ~~by the director of the department of parks and recreation, the deputy director of the planning and economic development department, the chief executive officer of the public service board, the deputy director of the economic development department and the city flood plain administrator or their designees.~~ Specifically, the open space advisory board shall:
1. Review, advise, propose and recommend actions to the city council on additions or changes to: the open space master plan, open space goals, open space acquisitions, open space funding and spending prioritization, Title 18 (if the amendment relates to landscaping or grading), Title 19, Title 20 and Title 21 of the city code or any other city code provision if requested by staff if funding is available;
  2. Provide recommendations to the city council regarding matters before state and federal agencies affecting open space identified in the open space master plan or stormwater capital improvement plan for which comment or input is solicited or requested to include, but not be limited to, requests for individual permits from the U.S. Army Corps of Engineers;
  3. Review and provide input to city staff regarding matters initiated by city staff to identify, preserve, acquire and manage open space, including development plans that impact open space or plans for open space components (in conformance with the open space master plan) of undeveloped areas in the city limits ~~or its extra territorial jurisdiction; and~~
  4. Review and provide input to the city council and the El Paso Water ~~Utilities—Public Service Board~~ (EPWU) regarding the Master Stormwater Management Plan and the annual Stormwater Capital Improvement Plans per Ordinance 016668, and on matters initiated by EPWU to include establishing priorities for open space acquisitions and improvements and review of EPWU reports regarding the ten percent of annual drainage utility fee revenues allocated for "Green Projects," as relating to open space.
  5. The board may conduct meetings closed to the public when discussing matters related to the acquisition of real property when brought by Staff and the City Attorney.
- B. It shall be the duty of the open space advisory board to serve as an advisory body to the city council on matters concerning the Mountain Development Area and the Hillside

Development Area, as defined in Title 19 of the El Paso City Code. The open space advisory board shall:

1. Review and make recommendations to the city plan commission (CPC) regarding its, rezoning applications within the Mountain Development Area and the Hillside Development Area [that are adjacent to or impact open space areas identified in the open space master plan](#). If such recommendations are not forwarded to the CPC prior to the relevant CPC meeting, nothing in this section shall serve to prevent the CPC from taking action;
2. Review, on a quarterly basis, a report submitted by city staff on land studies and plats approved in the Mountain Development Area and Hillside Development Area for the purpose of understanding how the new development impacts open space within the area; and
3. Make recommendations for future acquisition of properties in the Mountain Development Area that are of interest and concern to the city [when funds are identified by City Council](#).