



BOARD OF PARKS AND RECREATION

September 12, 2016

5:30 p.m. - Basement, Thorman Conference Room
801 Texas Ave., City Bldg. 3, El Paso, Texas

Minutes

Members Present: 6

District 2 – Steve Lujan
District 3 – Deanna A. De La Cruz
District 4 – Roy Gilyard
District 5 – Theresa Welch Fordham
District 7 – Sylvia Carreon
District 8 – Simon Chandler

Members Absent: 1

District 6 – Francoise A. Feliberti

City Staff Present

Tracy Novak, Director of Parks and Recreation
Joel McKnight, Parks and Recreation Assistant Director
Steve Lunsford, Land Management Superintendent
Wright Stanton, Aquatics Manager
Wayne Thornton, Public Relations Coordinator
Joe Rodriguez, Recreation Services Manager
Elsa Ramirez, Senior Secretary

Vacancies: 2

Mayor – Vacant
District 1 – Vacant

City Attorney - Legal

Juan Gonzalez, Assistant City Attorney

Streets and Maintenance

Victor Rivera, Facilities Maintenance
Superintendent

Public Present

Marlene Moser

1. Agenda Item #1. Meeting Called to Order
Theresa Welch Fordham, Chair, called the meeting to order at 5:33 p.m.
2. Agenda Item #2. Approval of Minutes: August 8, 2016
Motion by Sylvia Carreon to approve minutes as written, second by Deanna De La Cruz. Motion carried (unanimous).
3. Agenda Item #3. Call to the Public (for items not on the agenda)
None
4. Agenda Item #4. Introduction: New Parks and Recreation Advisory Board Member – Simon Chandler

Theresa Welch Fordham introduced and welcomed the newest Board member Simon Chandler to the Board. Mr. Simon Chandler gave a brief introduction to Board of himself.

5. Agenda Item #5. Presentation: Parks and Recreation Advisory Board Recognition Award to Ana Roush – Tracy Novak, Parks and Recreation Director

Tracy Novak, Parks and Recreation Director, mentioned to the Board that Ana Roush is no longer on the Board and that they would like to give a little recognition even though she could not be present for this meeting. Given her busy schedule, Mr. Novak asked Ana Roush to stop by his office for a certificate thanking her for her service.

6. Agenda Item #6. Special Presentation: National Anthem by Marlene Moser – Wayne Thornton, Marketing and Customer Relations Coordinator

Wayne Thornton, Marketing and Customer Relations Coordinator, announced the recognition and presentation of a special award to Marlene Moser for singing the National Anthem at several Parks and Recreation events. The award was presented by Tracy Novak, Parks and Recreation Director and Theresa Welch Fordham, Board Chair to Marlene Moser. Pictures were taken to commemorate the event.

7. Agenda Item #7. Update and Discussion: Facility Maintenance Activities – Victor Rivera, Facilities Maintenance Superintendent

Victor Rivera, Facility Maintenance Superintendent, provided an update on a few maintenance items.

- 1) Seville Recreation Center – The refrigeration unit has been replaced.
- 2) Nolan Richardson Recreation Center – The refrigeration unit has been replaced.
- 3) Grandview Pool – Exterior bath house has been completely repainted.
- 4) Lionel Forti Shelter – Has been painted.
- 5) Roof leaks: There were quite a few and had staff work on repairs over weekend in order to avoid any more leaks. One of the City Representative's notified us of Marty Robbins, which was pretty bad. So we took care of it, as well as Pavo Real.

Victor Rivera, Facility Maintenance Superintendent left at 5:40 p.m.

8. Agenda Item #8. Discussion and Action: Parks and Recreation Aquatics Swimwear Guidelines (Pursuant to Municipal Code Section 13.24.160) – Wright Stanton, Aquatics Manager

Wright Stanton, Aquatics Manager, spoke about the many changes being made in the swimwear industry. He specifically mentioned the rash guard product made back in the 1980's for surfers to prevent them from getting rash. Several companies have joined in this type of swimwear, so a lot of the aquatic facilities are now starting to allow rash guard shirts to the facility. Pictures of these types of swimwear were included in Board packets for review by Board. A one-page format will be used that will be posted on the city webpage and at each aquatic facility.

Motion by Steve A. Lujan, Board member, move to approve Parks and Recreation Aquatics Swimwear Guidelines, seconded by Roy Gilyard. Motion carried (unanimous).

Wright Stanton, Aquatics Manager, left at 5:42 p.m.

9. Agenda Item #9. Subcommittees:

- a. Discussion and Action: Appeal of Suspension of Mrs. Candelaria for three (3) weeks for Violation of the City of El Paso Parks and Recreation Department's Behavior Management Policy

Item deleted – Appellant cancelled her appeal. No action needed.

- b. Update and Discussion: Tree Subcommittee Meeting of August 22, 2016 – Sylvia Carreon, Tree Subcommittee Chair

Sylvia Carreon, Tree Subcommittee Chair, gave an update of meeting on August 22, 2016 to the Board. There was a discussion among Board members, since it was the first meeting in a while for this group. A decision was made to meet at least once every quarter. Since not all Board members were present, the subcommittee decided to have another meeting on September 26, 2016. This meeting was very successful and plenty of information was discussed.

10. Agenda Item # 10. Update and Discussion: Wilderness Park Metal Shade Canopy – Joel McKnight, Assistant Parks and Recreation Director

Joel McKnight, Parks and Recreation Assistant Director, mentioned that they attended a Community Meeting at the Archaeology Museum at Wilderness Park on September 26, 2016. Mr. McKnight presented several options to the stakeholder group, Friends of the Museum. Mrs. Carreon was also present for this meeting where there was much conversation on the metal canopy and the replacement of the old one. At the end of the meeting, there was overwhelming support for the option of hexagonal/octagonal shape that mimics the previous installed canopy. The new canopy measures 40 feet across, has an ADA accessibility ramp, tinted concrete slab so, and will be under budget. Staff met with the vendor, received finalized quotes, and also met with CID. There was a good turnout at this meeting.

Theresa Welch Fordham, Board member, asked if any sketches were going to be made available to see the canopy.

Tracy Novak, Parks and Recreation Director, said he would include at the next Board meeting a packet with design for Board members to review.

11. Agenda Item #11. Subcommittee Assignments (as needed)

Theresa Welch Fordham, Chair, asked the new Board member, Simon Chandler if he would fill-in the alternate spot on the Tree Subcommittee and he accepted. Ms. Fordham also mentioned the importance of Board members attending these meetings.

Joel McKnight, Parks and Recreation Assistant Director, mentioned to Chair that one of the original persons selected for the Tree Subcommittee had a problem with his schedule and was not going to be joining after all. Brent Pearson will be bringing another name to next Tree Subcommittee Meeting on September 26, 2016.

Theresa Welch Fordham, Chair, made mention of absenteeism for Parks and Recreation Advisory Board and Subcommittee meetings to Board. Ms. Fordham asked Tracy Novak if the bylaws still reflect that once you miss three meetings in a row, that City Council will replace them.

Tracy Novak, Parks and Recreation Director, said the Department is obligated to send a letter to the City Representative and it will be up to them to relieve them from this Board. The Department obligation is to monitor and report.

Theresa Welch Fordham, Chair, mentioned that the Board is already short two people on this Board and when people are not present quorum cannot be made.

12. Agenda Item #12. Reports on Recent Activity

- a. Recent City Council Agenda Items
- b. Upcoming Committee Meetings List
- c. Land Acquisition List
- d. Parks and Recreation Construction Projects List

There were no questions from the Board on this item.

Theresa Welch Fordham, Chair, mentioned that Maggie Binkley was leaving the department.

Tracy Novak, Parks and Recreation Director, confirmed that she was transferring to another department. Our regular Recorder will now be Elsa Ramirez.

13. Agenda Item #13. Discussion: Identify Items for Future Agendas

Theresa Welch Fordham, Chair, inquired about a Botanical Garden.

Tracy Novak, Parks and Recreation Director, mentioned that a report will be given at next meeting.

14. Adjournment – 5:58 p.m.

Minutes submitted by Elsa Ramirez, Senior Secretary