



PARKS AND RECREATION ADVISORY BOARD

November 13, 2017

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

Minutes

Members Present: (6)

District 2 – David J. Ochoa
District 3 – Edward Frausto
District 4 – Julia Smith
District 5 – Theresa Welch Fordham
District 7 – Sylvia Carreon (Chair)
District 8 – Simon Chandler

Members Absent: (1)

District 1 – Romaree Friedman Herbert

Vacancies: (2)

Mayor – Vacant
District 6 – Vacant

City Staff Present

Tracy Novak, Director
Elsa Ramirez, Board Recording Secretary
Joe Rodriguez, Interim Assistant Director
Steve Lunsford, Land Management Superintendent
Andrea Schiechl, Recreation Programs Manager
Veronica Myers, Recreation Programs Manager
Brenda Romero, Recreation & Sports Coordinator
Carlos Martinez, Recreation & Sports Coordinator
Giovanna Peña, Recreation Leader
William Aguilar, Recreation Leader
Karina Grado, Recreation Program Supervisor

City Attorney – Legal

Leslie Jean-Pierre, Assistant City Attorney

Public Present

Roy Gilyard (former Board member)

Javier Parada
Delfina Parada
Irlanda Adame
Valentin Arzola
Javier Nuñez
Norma Nuñez

1. Agenda Item #1. Meeting Called to Order
Sylvia Carreon, Chair, called the meeting to order at 5:37 p.m.
2. Agenda Item #2. Approval of Minutes: October 9, 2017

Sylvia Carreon, Chair, asked the Board if they have reviewed the minutes and if the Board had any questions or comments. No questions or comments from Board.

Motion by Theresa Welch Fordham to approve minutes as written, seconded by Julia Smith. Motion carried. (unanimous)

3. Agenda Item #3. Call to the Public (for items not on the agenda)
None

4. Agenda Item #4. **Presentation:** Previous Board members recognition – Tracy Novak, Director

Tracy Novak, Director, presented a plaque to Mr. Roy Gilyard in appreciation of his service to the Parks and Recreation Advisory Board.

Pictures taken of Tracy Novak and Roy Gilyard.

Roy Gilyard left at 5:45 p.m.

5. Agenda Item #5. **Introduction:** New Parks and Recreation Advisory Board Members – Edward Frausto and Julia Smith

Sylvia Carreon, Chair, introduced and welcomed the two new Board members.

Edward Frausto, new Board member, introduced himself to the Board and gave a brief summary of himself.

Julia Smith, new Board member, introduced herself to the Board and gave a brief summary of herself.

6. Agenda Item #6. **Update and Discussion:** Park Maintenance Activities – Steve Lunsford, Land Management Superintendent

Steve Lunsford, Land Management Superintendent, reported the following to the Board:

- Mowing season has ended and everything went very well
- Fully invested in holiday lights downtown and displays
- Preparing for the parade, working with Joe Rodriguez and his staff
- Pioneer plaza taking care of lights there
- Tree planning at some of the parks
- Irrigation has been cut back
- Grass has become dormant

7. Agenda Item #7. **Discussion:** Review Background Check Guidelines of coaches – Andrea Schiechl Sports Manager

Andrea Schiechl, Sports Manager, reviewed the Background Check Guidelines for current volunteers and coaches with the Board and will be recommending some changes.

Theresa Welch Fordham, Board member, made a recommendation that if there is a misdemeanor of any type of sexual misconduct not to have them at all as an employee or volunteer.

David J. Ochoa, Board member, made a recommendation that even if you are adjudicated as a minor and it is a sexual crime or violent crime that we should screen for that.

Julia Smith, Board member, recommended Zero Tolerance.

8. Agenda Item #8. **Discussion and Action:** CDBG application for skatepark at old Chelsea Pool for District 4 – David Ochoa, Board Member

David Ochoa, Board member, would like to put the Chelsea Pool on the radar for District 2. Please make correction from District 4, it should be District 2.

9. Agenda Item #9. **Discussion:** Boy Scout Lodge – David J. Ochoa, Board Member

David Ochoa, Board member, spoke to Board in regards to this item which was also covered in Item 8 for District 2.

10. Agenda Item #10. **Update and Discussion:** San Jacinto Restroom Lease overview – Jose Carlos Villalva, Real Estate Manager

Item to be rescheduled to next month.

11. Agenda Item #11. **Discussion:** Old rugby field at Pershing Dam, potential for flat field – Tracy Novak, Director

Tracy Novak, Director, provided information on this item. This property is on Fort Bliss property and QOL Bond funds cannot be used for this property.

David Ochoa, Board member, would like consideration for soccer fields.

12. **Subcommittees:**

- a. **Discussion and Action:** Subcommittee Assignments (as needed)

Motion by Theresa Welch Fordham to move Romaree Friedman Herbert up to a regular Park Naming Subcommittee member, seconded by Simon Chandler. Motion carried. (unanimous)

Motion by Sylvia Carreon to have Julia Smith as one of the Park Naming Subcommittee Members, seconded by Theresa Welch Fordham. Motion carried. (unanimous)

Motion by Sylvia Carreon to name Edward Frausto as an alternate for the Park Naming Subcommittee, seconded by Theresa Welch Fordham. Motion carried. (unanimous)

Motion by Theresa Welch Fordham to nominate David Ochoa as Vice Chair for the Park Naming Subcommittee.

Motion by Theresa Welch Fordham retracted to nominate David Ochoa as Vice Chair for the Park Naming Subcommittee.

Motion by Sylvia Carreon to nominate Simon Chandler as Chair of the Park Naming Subcommittee, seconded by Theresa Welch Fordham. Motion carried. (unanimous)

Motion by Theresa Welch Fordham to nominate David Ochoa as Vice Chair of the Park Naming Subcommittee, seconded by Sylvia Carreon. Motion carried. (unanimous)

Motion by Theresa Welch Fordham to move Simon Chandler up to a regular Tree Subcommittee member, seconded by Sylvia Carreon. Motion carried. (unanimous)

Motion by Theresa Welch Fordham to name David Ochoa as a Tree Subcommittee member, seconded by Julia Smith. Motion carried. (unanimous)

Tracy Novak, Director, asked the Board members to hold off on nominating alternate position until next month when all Board members positions are filled.

Motion by Theresa Welch Fordham to name Sylvia Carreon as Vice Chair of the Tree Subcommittee, seconded by David Ochoa. Motion carried. (unanimous)

Theresa Welch Fordham requested to be removed from the Grievance Subcommittee as alternate.

Motion by David Ochoa to name Edward Frausto and Julia Smith to the Grievance Subcommittee as members, seconded by Theresa Welch Fordham. Motion carried. (unanimous)

Motion by David Ochoa to appoint Edward Frausto as Vice Chair of the Grievance Subcommittee, seconded by Theresa Welch Fordham. Motion carried. (unanimous)

- b. **Discussion and Action:** Pending Subcommittee Recommendations (as needed)
None

- c. **Discussion and Action:** Adoption of staff recommendation to suspend Mr. Javier Parada for one (1) year for violation of the City of El Paso Parks and Recreation Department's Behavior management Policy at the Office David Ortiz Recreation Center.

Tracy Novak, Director, read the "Introductory Statement for Grievance Hearings" and David Ochoa, Board member translated to Spanish for all those in attendance for the appeals.

Veronica Myers, Recreation Programs Manager, addressed the Board in regards to the incident that happened with her staff and Mr. Javier Parada.

***Point of Order:** Leslie Jean-Pierre, Assistant City Attorney, is stating that interpretation should not be made if a request was not submitted. This was the attorney's suggestion.*

Tracy Novak, Director, stated that it was being done as a courtesy and going forward it will not be done unless a request is submitted within the required time.

Javier Parada addressed the Board in regards to his suspension. Mr. Parada distributed the letter he wrote to the Board for them to follow as he read it out loud.

Delfina Parada addressed the Board in support of her husband, Javier Parada, but was not a witness to the incident.

Irlanda Adame addressed the Board on the incident with Mr. Javier Parada as she was a witness to the incident.

Valentine Arzola addressed the Board on the incident with Mr. Javier Parada as he was a witness to the incident.

Javier Nuñez addressed the Board on the incident with Mr. Javier Parada as he was one of the boxers in the ring who witnessed the incident.

Norma Nuñez addressed the Board on the incident but did not witness it.

William Aguilar, Recreation Leader, addressed the Board on the incident with Mr. Javier Parada.

Giovanna Pena, Recreation Leader, addressed the Board on the incident with Mr. Javier Parada.

A discussion was held among the Board members on this incident.

A motion by Theresa Welch Fordham that the one year suspension of Mr. Javier Parada, no second motion was made.

A motion by David J. Ochoa recommended a six month suspension of Mr. Javier Parada, Julia Smith seconded, one opposed by Theresa Welch Fordham, motion carried. Five Ayes and one Nay.

d. **Discussion and Action:** Adoption of staff recommendation to suspend Mr. Bobby Diaz for one (1) year for violation of City of El Paso Parks and Recreation Department's Behavior Management Policy at the Marty Robbins Softball Complex.

This item will be rescheduled for a later date.

13. Agenda Item #7. **Reports on Recent Activity**

- a. Recent City Council Agenda Items List
- b. Upcoming Committee Meetings List
- c. Land Acquisition List

None

d. Parks and Recreation Construction Projects List

No questions from Board members on these items.

14. Agenda Item #8. **Discussion:** Identify Items for Future Agendas

1. Election of PRAB Chair and Vice Chair
2. Election of Subcommittee members
3. San Jacinto Restroom Lease overview

David Ochoa, Board member, would like to recommend that the Grievance Introductory Statement be translated into Spanish and passed out to all those attending instead of reading out loud.

Tracy Novak, Director, let the Board members know that the Celebration of Lights will be on December 2, 2017 and would like to extend an invitation for them to attend.

15. Adjournment – 7:55 p.m.

Minutes submitted by Elsa Ramirez, Board Recording Secretary