



## PARKS AND RECREATION ADVISORY BOARD

November 14, 2018

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

### Minutes

#### Members Present: (8)

Mayor – Adrienne Moody  
District 1 – Romaree Friedman Herbert  
District 3 – Edward Frausto  
District 4 – Julia Smith  
District 5 – Theresa Welch Fordham (Vice Chair)  
District 6 – Sandra Olivar  
District 7 – Sylvia Carreon  
District 8 – Simon Chandler (Chair)

#### Members Absent: (1)

District 2 – David J. Ochoa

#### City Staff Present

Tracy Novak, Director  
Steven R. Bingham, Assistant Director  
Elsa Ramirez, Board Recording Secretary  
Joel McKnight, Assistant Director - **Absent**  
Joe Rodriguez, Special Programs Manager  
Steve Lunsford, Park Superintendent – **Absent**

#### City Attorney – Legal

Leslie Jean-Pierre, Assistant City Attorney

#### Public Present

None

1. Agenda Item #1. Meeting Called to Order  
Simon Chandler, Chair, called the meeting to order at 5:30 p.m.
2. Agenda Item #2. **Discussion and Action:** Nomination and Election of Parks and Recreation Advisory Board Chair and Vice Chair, pursuant to Ordinance 017124, Title 2, Chapter 2.20

*Motion by Theresa Welch Fordham to nominate David Ochoa as Chair.*

*Motion by Sylvia Carreon to nominate Julia Smith as Chair.*

*A discussion was held on nominations by the Board.*

*Simon Chandler called for the vote made by Theresa Welch Fordham to nominate David Ochoa as Chair. Only two votes made for his nomination, which did not pass.*

*Motion by Sandra Olivar, board member, to nominate Julia Smith as Chair and David Ochoa as Vice Chair, seconded by Romaree Friedman Herbert.*

*Simon Chandler called for the vote made by Sandra Olivar to nominate Julia Smith as Chair and David Ochoa as Vice Chair. Six (6) votes received for the nomination, motion carries. Votes were made by Adrienne Moody, Romaree Friedman Herbert, Edward Frausto, Julia Smith, Sylvia Carreon, and Sandra Olivar.*

3. Agenda Item #3. Approval of Minutes: October 8, 2018  
Simon Chandler, Chair, asked the Board to review minutes and approve.

*Motion by Theresa Welch Fordham to accept minutes as written, seconded by Sylvia Carreon. Motion carried (unanimous).*

4. Call to the Public (for items not on the agenda)  
None

5. Agenda Item #5. **Update and Discussion:** Park Maintenance Activities – Steve Lunsford, Land Management Superintendent

Steve Lunsford, Land Management Superintendent, was absent and item will be moved to the following month.

6. Agenda Item #6. **Update:** Winterfest Celebration – Joe Rodriguez, Recreation Program Manager

Joe Rodriguez, Recreation Program Manager, made a presentation to the Board on Winterfest and passed out parade route.

A discussion was held with Board members.

7. Agenda Item #7. **Subcommittees:**
  - a. **Discussion and Action:** Subcommittee Assignments (as needed)
  - b. **Discussion and Action:** Pending Subcommittee Recommendations (as needed)

No action needed on either of these items.

8. Agenda Item #8. **Reports on Recent Activity**
  - a. Recent City Council Agenda Items List  
Nothing to discuss on this item
  - b. Upcoming Committee Meetings List  
Nothing to discuss on this item
  - c. Land Acquisition List – None
  - d. Parks and Recreation Construction Projects List

Sylvia Carreon, Board member, had a question on E.L. Williams project and was researching how this park came to be named.

Tracy Novak, Director, answered her question on project and offered to research how this park came to acquire its name.

9. Agenda Item #9. **Update:** Director's Comments – Tracy Novak, Director
  1. Introduced the new Assistant Director, Steven R. Bingham
  2. CAPRA accreditation – Mentioned the department's recent accreditation and passed around the glass sculpture awarded.
  3. Department's website was recently updated to reflect the CAPRA logo.
  4. Arbor Day – recently hosted in El Paso by our department.
10. Agenda Item #10. **Discussion:** Identify Items for Future Agendas  
None
11. Adjournment – 6:43 p.m.

Minutes submitted by Elsa Ramirez, Board Recording Secretary